

**Cuyahoga County Public Library  
Records Commission Meeting  
Tuesday, January 26, 2021  
4:45 p.m. – Remotely  
Agenda**

**Call to Order and Opening Remarks – William Leonard, Chairperson**

**Discussion Topics:**

1. Approval of Minutes from Records Commission Meeting, December 17, 2019.
2. Overview of the role of the Records Commission, and Commission make-up.
3. Review for the Records Retention Schedule
4. Discussion & Approval of additions to the Records Retention Schedule.

**Other:**

**Adjourn:**