

RECORD OF PROCEEDINGS

- 1 -

BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES

Held December 31, 2016

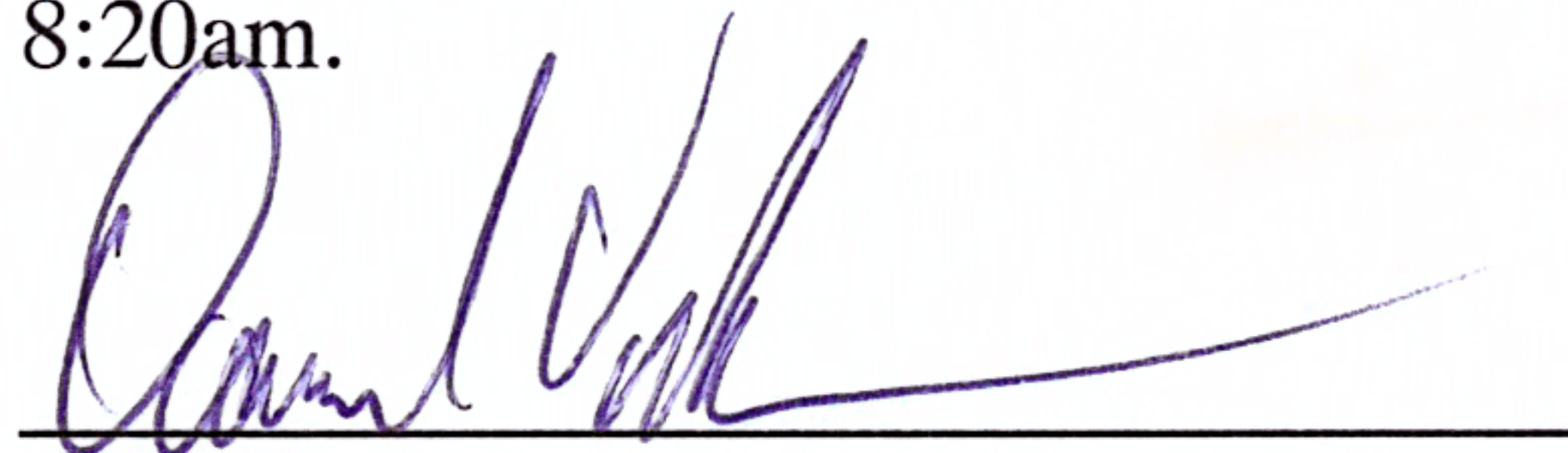
Bowling Green Township records commission opened the meeting at 8:00am with roll call. Trustee VanBuren and Fiscal Officer were present.

The records commission discussed the state of the records. The new closet organizers has been a big help to organize the records.

FO would like to get the remaining records out of the attic and into the closet which is cleaner and easier to access.

FO would like to revise the records retention schedule. FO would also like to contact someone from Ohio Historical Society to discuss some of the extremely old records the township still has in the attic.

Trustee VanBuren made a motion to adjourn the meeting. Meeting was adjourned at 8:20am.



Daniel VanBuren- President



Jennie Duval-Fiscal Officer