

Alexis Nemaltsev
Mayor Ben Garlich
Nick Giardina
Luke McConville - excused

AGENDA
RECORDS COMMISSION
August 6, 2026
12:00 PM

1. AGENDA-ADDITIONS/DELETIONS
2. MINUTES- May 8, 2025 and February 12, 2026

NEW BUSINESS

1. Bi-Yearly Review of Retention Schedule.
2. Shred Day August 29, 2026

**Records Commission
Meeting Minutes
May 8, 2025**

The meeting was called to order at 10:00 A.M. with the following members present: Nick Giardina- Fiscal Officer, Cynthia Spikell- citizen representative, Mayor Ben Garlich. Mr. Luke McConville – Village Solicitor is excused.

Tisha Johnson - Village Archivist

Carla Jones – Police Archivist

Leslie McCoy – Village Administrator

Agenda – Bi-Yearly review of retention schedule

Minutes for September 26, 2024 for approval. **Mayor Garlich made a motion to approve the minutes for September 26, 2024, motion seconded by Mr. Giardina. All in favor: Yeas (2).**

NEW BUSINESS

- 1. Bi-Yearly Review retention schedule.** Discussion held in regards to new state legislation for body cam records request fees. It was suggested to the committee to do the max fee of \$750.00 per records request. **Cynthia Spikell motioned for approval; approved by Mayor Garlich; Mr. Giardina seconded. All in favor: Yeas (2)**

Mayor Garlich made a motion to adjourn the meeting at 10:10 AM, motion seconded by Mr. Giardina. All in favor: Yeas (2).

Being no further business at this time, the meeting adjourned at 10:10 A.M.

**Records Commission
Meeting Minutes
February 12, 2026**

The meeting was called to order at 10:02 A.M. with the following members present Cynthia Spikell- citizen representative, Mayor Ben Garlich – absent, Mr. Nick Giardina – absent, Mr. Luke McConville – Village Solicitor is excused.

Tisha Johnson - Village Archivist

Carla Jones – Police Archivist

Leslie McCoy – Village Administrator

Agenda – Bi-Yearly review of retention schedule

Minutes for May 8,2025 reviewed, but tabled for approval at next meeting.

NEW BUSINESS

1. **Bi-Yearly Review retention schedule.** Nothing new to report.
2. **Shred Day.** Scheduled for August 29, 9:00 AM – 12:00 PM

Cynthia Spikell motioned to adjourn meeting at 10:08.

Being no further business at this time, the meeting adjourned at 10:10 A.M.