



## HIGHLAND COUNTY • OHIO RECORDS COMMISSION

### LOCATION

**Location:** Board of Commissioners Meeting Room

**Date:** 11 September 2024

**Time:** 10:00 a.m.

### ROLL CALL

- David Daniels, President, Board of Commissioners
- ✓ Chad McConaughey, Recorder
- ✓ Ike Hodson, Clerk of Courts
- ✓ Alex Butler, Auditor
- Anneka Collins, Prosecutor
- ✓ Julie Wallingford, Records Manager (Secretary)
- ✓ Other: Terry Britton acted as a proxy in David Daniels absence.

### APPROVAL OF MINUTES FROM LAST MEETING

- a) Ms. Wallingford read the minutes from the March 6<sup>th</sup> meeting.
- b) Movement to approve the minutes from the last meeting: Mr. Butler moved, seconded by Mr. McConaughey, to approve all RC-2 updates. The motion was unanimously approved.

### OPEN ISSUES

- a) Records Center bid/construction update – anticipated completion date is November 8, 2024. After completion, the interior will be painted prior to moving in.