

**Minutes of the Marion Local Records Commission held on Monday, March 15, 2021 at 6:45 p.m. prior to the Regular Board of Education meeting in the Board Conference Room.**

Meeting was called to order by Chairman, Heather Cramer.

Members in attendance, Randy Bruns, Board President, Mike Pohlman, Superintendent and Heather Cramer, Treasurer, Chairman.

**21-01:**

Randy Bruns motioned to approve the minutes from the March 9, 2020 Records Commission meeting. Mike Pohlman seconded the motion. A roll call vote resulted as follows: Bruns yea, Pohlman yea and Cramer yea. Motion passed.

All records disposed were in accordance with the RC-2 Records Retention Schedule. No records were disposed that required a form RC-3.

**21-02:**

Mike Pohlman motioned to approve discussion of all past records being disposed of in fiscal year 2019/2020. Heather Cramer seconded the motion. A roll call vote resulted as follows: Pohlman yea, Cramer yea and Bruns yea. Motion passed.

**21-03:**

Randy Bruns motioned to adjourn the meeting at 6:48 p.m. Mike Pohlman seconded the motion. A roll call vote resulted as follows: Bruns yea, Pohlman yea and Cramer yea. Motion passed.

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Heather Cramer, Chairman