



**Records Commission**  
SPECIAL MEETING  
**FRIDAY, OCTOBER 7, 2022, 2:00 P.M.**

Etna Township Administration Building  
81 Liberty Street, Etna, Ohio 43018  
Telephone (740) 927-7717

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**I. OPENING**

**II. RECORDS RETENTION COMMITTEE**

- a.** Motion to approve the revised Records Retention Schedule (RC-2) as presented  
- Adding Surveillance Tapes/Videos

**III. ADJOURN**