NOTICE OF MEETING AND AGENDA
September 21, 2011, 1:30 P.M.
Indiana Commission on Public Records
Room 401, Indiana State Library

MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

I. CALL TO ORDER

II. DATE OF NEXT MEETING (October 19, 2011)

III. APPROVAL OF MINUTES (July 27, 2011)

IV. OLD BUSINESS

V. DIRECTOR’S REPORT

VI. RECORDS RETENTION AND DISPOSITION SCHEDULE(S) (Action Needed)

1. COMMISSION ON PUBLIC RECORDS
   General Retention Schedule for all State Agencies

2. STATE PERSONNEL DEPARTMENT
   Applicant Services Division

3. STATE PERSONNEL DEPARTMENT
   Director’s Office

4. INDIANA STATE MUSEUM AND HISTORIC SITES CORPORATION

5. COMMISSION ON PUBLIC RECORDS
   Public Libraries Retention Schedule (LIB)

VII. NEW BUSINESS

VIII. MEETING ADJOURNMENT