

CLAY TOWNSHIP ANNUAL RECORDS COMMISSION MEETING

October 16, 2025

The meeting was called to order by Trustee Chairman, Angela Howell at 6:19pm

The Pledge of Allegiance was said and a moment of silence observed for our active military, veterans and first responders.

Roll: Angela Howell-Present     Dale Winner-Present     Kevin Wrightsman- Present

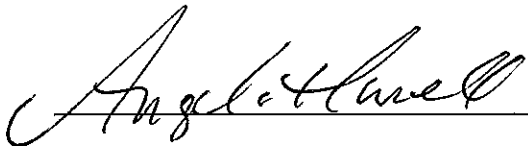
Angela Howell discussed the process of the Annual Retention Schedule review. According to the Columbus Historical Society there have been no posted updates since the township's last accepted RC-2 schedule was approved 02/03/2025. Chief Birk stated he had no additions to consider at this time.

Angela stated with no additions needed at this time, the township will continue to use the approved RC-2 Schedule that was approved 02/03/2025. These documents are currently scanned and posted on our website.

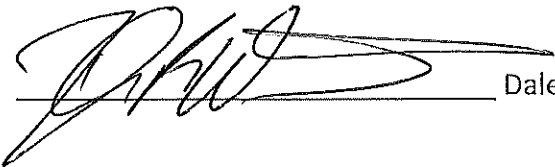
With no other business to discuss, Angela Howell made a motion to adjourn the meeting at 6:22pm. Seconded by Dale Winner.

Roll: All yes.

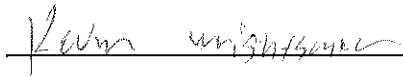
The Meeting adjourned at 6:22pm.



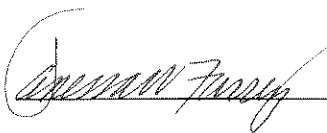
Angela Howell, Chairman



Dale Winner, Trustee



Kevin Wrightsman, Trustee



Attested, Vanessa Furrey, Fiscal Officer (absent)