

CLEVELAND PUBLIC LIBRARY  
Minutes of the Library Records Commission Meeting  
November 18, 2021  
Learning Commons      Louis Stokes Wing  
Following 12:00 P.M. Meeting of Board of Library Trustees

Present: Mr. Seifullah, Ms. Rodriguez, Mr. Hairston,  
Ms. Thomas, Mr. Parker, Ms. Krenicky

Absent: Ms. Butts, Mr. Corrigan

In Attendance: Bryan Szalewski, Director of Legal Affairs  
and Records Custodian

Ms. Rodriguez called the meeting to order at 2:26 p.m.

Approval of the Minutes

Mr. Corrigan moved approval of the minutes of the November 19, 2020 meeting of the Library Records Commission. Ms. Butts seconded the motion. Hearing no objections, the motion carried.

Overview of Process

Mr. Szalewski stated that last year, we have disposed of records in accordance to the records retention schedule but we have not disposed of anything outside of the retention schedule nor anything that is not listed on it.

Ms. Krenicky stated that the Library received a 4 Star Rating for our audit in 2020, the highest achievement in open and transparent government. We also received the award in 2019. A 4 Star Rating was given because we have implemented 5 or more best practices suggested by the AOS.

In response to Mr. Hairston's inquiry, Ms. Krenicky stated that the Library is recognized at the Auditor of State's Office and suggested that Marketing can perhaps put out a press release.

Ms. Rodriguez suggested that this information also be posted on the Library's Facebook page.

Review of Records to be Disposed

Mr. Szalewski stated that as with the preceding year, there are there are no records to be disposed other than those in

accordance to the Retention Schedule.

Mr. Corrigan moved to accept the report. Ms. Rodriguez seconded the motion. Hearing no objections, the motion carried.

Ms. Rodriguez adjourned the meeting at 2:30 p.m.