

**Record Retention Task Force Meeting**  
**July 6, 2021**  
**7:00 P.M.**  
**Agenda**

- 1. Approval of Minutes – Meeting of May 25, 2021**
- 2. Reports:**
  - a. Sabrina – Update re grant application**
  - b. Neron – Update re resuming onsite inventories**
- 3. Finalize recommendations for modifications to Draft Record Retention Policy (and identify champion for presenting to the Board of Directors)**
- 4. Plan for finishing inventory work**
- 5. Schedule next meeting**
- 6. Adjournment**