

**MINUTES OF MEETING
RECORDS CONTROL COMMITTEE
OF THE CITY OF LADUE
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, JULY 27, 2016**

A meeting of the Records Control Committee of the City of Ladue, St. Louis County, Missouri, was held on Wednesday, July 27, 2016, at 3:45 p.m., at the City Hall, 9345 Clayton Road. The following members were present:

Laura Rider, City Clerk
Erin Seele, City Attorney
Sam Zes, Finance Director

The Committee members reviewed and finalized the response form that will be used to convey the actions of the Committee on record destruction requests.

Ms. Seele made a motion to approve the request from the Police Department for destruction of Booking Folders dated 10/21/98 – 12/31/05 by shredding, seconded by Ms. Rider, which motion passed unanimously.

Adjournment: Ms. Rider moved adjournment, seconded by Ms. Seele, which motion passed unanimously. The meeting adjourned at 3:51 PM.



Laura Rider, City Clerk