



***Village of Richfield  
Records Commission***

MEETING AGENDA  
Tuesday, March 14, 2023  
NOON

Mayor's Conference Room

**Call to Order:**

**Roll Call:**

**Approval of Minutes:** December 6, 2022, minutes

**New Business:**

- Introduction of new members
- Review and approve RC3 Certificate of Records Disposal

**Old Business:**

- Policy for Record Digitization

**Items for next Meeting:**

**Set date for next Meeting:**

**Adjournment**

Respectfully submitted,

*Laura J Toth*

Laura J Toth  
Records Commission Secretary