

Local Commission on Public Records
Lake County, Indiana
Minutes of Meeting
April 13, 2016

1. **CALL TO ORDER**

The meeting was called to order by Sandi Radoja at 9:40 a.m.

Notice of the meeting was sent to the media, local historical & genealogy societies, local archives, as well as all members of the Local Commission on Public Records, and posted in the office of the Clerk of the Circuit Court, attached as part of the agenda, by Sandi Radoja, Brenda Koselke and Wanda Epps.

2. **RECORD OF THOSE PRESENT**

- ❖ Darien Hayes, proxy for Lake County Commissioner Roosevelt Allen
- ❖ Gina Lazarro, proxy for Lake County Recorder
- ❖ Helene Mores, proxy for John Petalas, Lake County Auditor
- ❖ Sylvia Brown, proxy for Michael A. Brown, Lake County Clerk

- ❖ Alice Smedstad, Merrillville Historical Society
- ❖ Sandi Radoja, Contractor
- ❖ Susan Dimopoulos, Hammond City Clerk

3. **MINUTES**

Motion by Helene Mores to confirm approval of the minutes of the November 10, 2015 meeting, seconded by Sylvia Brown. Motion passed unanimously.

4. **CORRESPONDENCE**

The following correspondence was presented and made a matter of public record:

- a. Letter dated March 1, 2016 from the Merrillville Community Schools Superintendent Dr. Jeff Studebaker
- b. Confirmation of receipt of certified mail from:
 - i. Lake County Historical Museum
 - ii. Indiana Commission on Public Records
- c. Letter dated February 9, 2016 from the East Chicago Building Department Commissioner Winna Guzman

5. **REQUEST FOR DESTRUCTION PR-1 (FORM 30505) / LONG FORMS**

REQUESTED BY	MOTION IN FAVOR OF FORWARDING	SECOND MOTION	VOTE FOR	VOTE AGAINST	RESULT
River Forest Community School Corporation	Helene Mores	Gina Lazarro	4	0	Motion passes
Town of Merrillville	Helene Mores	Gina Lazarro	4	0	Motion passes
City of Whiting	Helen Mores	Gina Lazarro	4	0	Motion passes

6. NOTICE OF DESTRUCTION (FORM 44905) / SHORT FORMS

The following forms were submitted:

- St. John Township Trustee
- Lake County Insurance Department
- Hammond City Clerk
- River Forest Community Schools Corporation
- Lake County Auditor
- Rown Piont High School
- Warren G Harding School
- Harding Elementary Cafeteria
- School City of Hammond
- Edison Food Service
- Kenwood Cafeteria
- Morton High School
- Maywood Elementary
- Hammond High School
- Thomas A. Edison Elementary
- Gary Sanitary District
- Town of Cedar Lake
- Lake County Parks and Recreation
- Solon Robinson health Services
- City of East Chicago Building Department
- Clerk Treasurer City of Whiting.

Helene Mores made a motion seconded by Darein Hayes to accept the above-mentioned forms for filing and make them a matter of public record. Motion passed unanimously.

7. ESTABLISHMENT OF DATE/TIME FOR NEXT MEETING

By general consent the next meeting of the Lake County Local Commission on Public Records is scheduled for Tuesday, September 13,

2016 at 9:30 a.m. in the cafeteria at the Lake County Government Center, Ground Floor, Building A, 2293 North Main Street, Crown Point, Indiana.

8. **OTHER**

Alice Smedstad of the Merrillville Historical Society informed everyone of the newest book for the history of Lake County that will cover the 1940s through and including 1969. She encourage anyone who had valuable historical photographs to submit them at an future date when such photographs will be scanned at specific locations. She asked everyone to spread the word about the search for photos. Alice will submit more detailed information in the future and email it to Sandi for distribution to the full committee.

9. **ADJOURNMENT**

Sylvia Brown made a motion to adjourn, seconded by Darien Hayes to adjourn the meeting at 10:28 AM. Motion passed unanimously

The meeting was adjourned.

Respectfully submitted,

MICHAEL A. BROWN
Clerk of the Circuit Court
Secretary, Local Commission on Public Records