



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM  
RECORDS LIST**

**RECORDS FORMAT:** Hard Copy  Electronic \_\_\_\_\_ Other Media: \_\_\_\_\_  
**PURPOSE:** Records for Storage  Records for Destruction \_\_\_\_\_

**DEPARTMENT:** Metro Council                      **PROGRAM:**                      **PREPARED BY:** Jemeshia Taylor  
**RECORD SERIES TITLE:** Meeting Records, Governing Body, Agendas, Meeting Packets, Minutes and Exhibits – Agendas  
**RECORD SERIES NO:** 04.00.06  
**MINIMUM RETENTION:** Permanent  
**DATE RANGE/FROM:** 01/02/2014  
**DATE RANGE/TO:** 12/30/2021

**METRO BOX NO:** COUNC0462  
**ACCESS, INC. BOX NO:** GI5944  
**BOX TITLE:** Metro Council Meeting Records – Agendas (Folders No. 1 to 8)

Complete the following section or attach an existing electronic list:

Folder No.	Description:	Date Range From/To:
1	Metro Council Agendas	01/02/2014 to 12/18/2014
2	Metro Council Agendas	01/01/2015 to 12/17/2015
3	Metro Council Agendas	01/05/2016 to 12/15/2016
4(a)	Metro Council Agendas	01/03/2017 to 06/29/2017
4(b)	Metro Council Agendas	07/04/2017 to 12/28/2017
5(a)	Metro Council Agendas	01/20/2018 to 06/28/2018

<b>Folder No.</b>	<b>Description:</b>	<b>Date Range From/To:</b>
<b>5(b)</b>	Metro Council Agendas	07/03/2018 to 12/18/2018
<b>6(a)</b>	Metro Council Agendas	01/08/2019 to 07/04/2019
<b>6(b)</b>	Metro Council Agendas	07/09/2019 to 12/31/2019
<b>7</b>	Metro Council Agendas	01/02/2020 to 12/31/2020
<b>8</b>	Metro Council Agendas	01/07/2021 to 12/30/2021