



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

RECORDS FORMAT: Hard Copy ☒ Electronic _____ Other Media: _____
PURPOSE: Records for On-Site Storage _____ Records for Off-Site Storage ☒ Records for Destruction _____

DEPARTMENT: Metro Council **PROGRAM:** Metro Council **PREPARED BY:** Becky Shoemaker
RECORD SERIES TITLE: Metro Council Meeting Records: Agendas, Meeting Packets, Minutes and Exhibits
RECORD SERIES NO: M04-00-06(a)
MINIMUM RETENTION: Permanent
DATE RANGE/FROM: 10/25/2018
DATE RANGE/TO: 10/25/2018

METRO BOX NO: COUNC0524
ACCESS, INC. BOX NO: OREG133758
BOX TITLE: Metro Council Meeting Records: Meeting Packets – Folders No. 1(a) – 1(m)

Complete the following section or attach an existing electronic list:

Folder No.	Description:	Meeting Date:
1(a) to 1(m)	Council Regular Meeting (Attachment to the Public Record No. 102518c-02)	October 25, 2018