



**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: 12/06/2018

METRO BOX NO: COUNC0525
ACCESS, INC. BOX NO: OREG133759
BOX TITLE: Metro Council Meeting Records: Meeting Packets – Folders No. 1(a) – 11(c)

Complete the following section or attach an existing electronic list:

Folder No.	Description:	Meeting Date:
1(a) - 1(d)	Council Regular Meeting (Attachment to the Public Record No. 102518c-02)	October 25, 2018
2	Council Work Session	October 30, 2018
3	Council Regular Meeting	November 1, 2018
4	Council Work Session	November 6, 2018
5	Council Regular Meeting	November 8, 2018
6	Council Work Session	November 13, 2018
7(a) - 7(b)	Council Regular Meeting	November 15, 2018

Folder No.	Description:	Meeting Date:
8	Council Retreat	November 27, 2018
9	Council Regular Meeting	November 29, 2018
10	Council Work Session	December 4, 2018
11(a) - 11(c)	Council Regular Meeting	December 6, 2018