



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

RECORDS FORMAT:	Hard Copy <input checked="" type="checkbox"/>	Electronic <input type="checkbox"/>	Other Media: _____
PURPOSE:	Records for Storage <input checked="" type="checkbox"/>	Records for Destruction <input type="checkbox"/>	

DEPARTMENT: Metro Council	PROGRAM: Metro Council	PREPARED BY: Becky Shoemaker
RECORD SERIES TITLE: Metro Elected Officials, Commissioners, and Officers Records		
RECORD SERIES NO: 09.01.01		
MINIMUM RETENTION: Permanent		
DATE RANGE/FROM: 02/27/1986		
DATE RANGE/TO: 05/14/2009		

METRO BOX NO: COUNC0600
ACCESS, INC. BOX NO: OREG305438
BOX TITLE: Metro Councilor Professional Archives

Complete the following section or attach an existing electronic list:

Folder No.	Description:	Date Range From/To:
1	Metro Councilor John Frewing, District 8 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Frewing’s <i>Public Service Profile</i> • Background information and news articles • Oath of Office • Oral history transcript, <i>Interview Release Form</i>, and interview recordings (audio tapes) • Councilor Frewing’s official photograph – one 8x10 black and white 	02/27/1986 to 11/08/2007

Folder No.	Description:	Date Range From/To:
2(a)	Metro Councilor David Knowles, District 11 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Knowles' <i>Public Service Profile</i> • Background information • Oaths of Office and Certificate of Election • Oral history transcript, <i>Interview Release Form</i>, and interview recordings (CD's) • Councilor Knowles' official photograph – one 8x10 black and white 	11/13/1986 to 05/12/2009; undated
2(b)	Metro Councilor David Knowles, District 11 – General Correspondence	10/29/1986 to 12/27/1991; undated
3	Metro Councilor Mike Bonner, District 8 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Bonner's <i>Public Service Profile</i> • Background information and District 8 Metro Report • Oath of Office and Resignation Letter • Councilor Bonner's official photograph – one 5x7 black and white 	12/02/1986 to 06/10/1988; undated
4	Metro Councilor Elsa Coleman, District 8 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Background information • Oath of Office • Councilor Coleman's official photographs – one 8x10 black and white + one 5x7 black and white (identical) 	06/24/1988 to 11/25/1988; undated
5(a)	Metro Councilor Lawrence Bauer, District 5 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Bauer's <i>Public Service Profile</i> • Oath of Office • Oral history transcript, <i>Interview Release Form</i>, and interview recordings (CD's) • Councilor Bauer's official photograph – one 5x7 black and white 	01/5/1989 to 05/14/2009; undated
5(b)	Metro Councilor Lawrence Bauer, District 5 – General Correspondence	08/04/1988 to 09/01/1992
6(a)	Metro Councilor Ruth McFarland, Districts 7 and 1 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor McFarland's <i>Public Service Profile</i> • Background information • Oath of Office • Councilor McFarland's official photographs – one 8x10 black and white + two 5x7 black and white 	08/08/1989 to 03/28/2008; undated

Folder No.	Description:	Date Range From/To:
6(b) – 6(d)	Metro Councilor Ruth McFarland, Districts 7 and 1 – General Correspondence	05/25/1993 to 12/10/1998; undated
7(a)	Metro Councilor Judy Wyers, District 8 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Wyers’ <i>Public Service Profile</i> • Background information and news articles • Oaths of Office and Certificate of Election • Councilor Wyers’ official photographs – two 8x10; black and white 	06/24/1988 to 01/10/1991; undated
7(b) – 7(g)	Metro Councilor Judy Wyers, District 8 – General Correspondence	11/07/1989 to 10/16/1994; undated
8(a)	Metro Councilor Roger Buchanan, District 10 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Buchanan’s <i>Public Service Profile</i> • Oaths of Office and Certificate of Election • Councilor Buchanan’s official photographs – one 8x10 black and white; two 5x7 black and white; two 3x4 black and white; and contact sheet 	01/03/1989 to 06/23/1994; undated
8(b)	Metro Councilor Roger Buchanan, District 10 – General Correspondence	12/02/1988 to 12/03/1993; undated
9	Metro Councilor David Saucy, Jr., District 1 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Background information • Oath of Office • Councilor Saucy’s official photograph – one 8x10 black 	06/21/1990 to 01/10/1991; undated
10(a)	Metro Councilor Richard Devlin, District 4 – Professional Profile Materials Documents include: <ul style="list-style-type: none"> • Councilor Devlin’s <i>Public Service Profile</i> • Background information • Oaths of Office and Certificate of Election • Councilor Devlin’s official photograph – one 5x7 black and white 	01/03/1989 to 01/04/1993; undated
10(b)	Metro Councilor Richard Devlin, District 4 – General Correspondence	05/19/1988 to 02/22/1990; undated