



RECORDS COMMITTEE MEETING #49

Tuesday, May 26, 2009

DISPOSITION OF ITEMS

IN ATTENDANCE:

Jody Baltessen, Chairperson
Tom Nesmith, Citizen Member
Elizabeth Blight, Citizen Member
Harold Dick, Solicitor
Gerry Berkowski, Assistant Deputy City Clerk
Scott Reid, Senior Records Manager

ABSENT:

Donna Woytowich, Auditor (Designate)
Richard Kachur, City Clerk
Marc Lemoine, Deputy City Clerk
Carrie Erickson, Corporate Finance

PREPARED BY:

Jody Baltessen

RECORDS COMMITTEE MEETING - DISPOSITION OF ITEMS

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Item No.	Subject / File	Disposition	Appropriate Action Required By
1.	Special Meeting to review Discussion Paper	<p>A discussion paper relating to branch program requirements and capital improvements to 380 William Avenue was circulated to members in April at the last Records Committee meeting. A wide-ranging discussion of issues identified in the Discussion Paper followed. Key points emerging:</p> <ol style="list-style-type: none"> 1. clarify commitment to 380 William Avenue 2. develop case detailing benefits/incentives for the City to argue for program enhancements – i.e. per capita spending on rm/archives in other municipalities, etc.; facility/program accreditation by local/national funding bodies; partnership potential within the community. 3. information gathering to provide detail to program requirements and to develop rfp for feasibility study – i.e. space requirements for various components, including future projections, etc. 	J. Baltessen
	Next Meeting	Meeting adjourned at 1:30 pm. A tour of 380 William Avenue was provided to new member, Elizabeth Blight. Next meeting at call of the chair.	J. Baltessen