

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

Records Commission held May 11, 2026

President Darcy Teets called to order the Records Commission Meeting of the Amherst Public Library Board of Trustees at 5:46 p.m. Roll call: Ryan Krase, Jake Wachholz, Darcy Teets, Elizabeth Hui, Katie Wenger, Laura Dulmage, and Kristin Cioffi were present. Jim Yorks was absent. Also present was Don Dovala, Library Administrator.

Cioffi presented a list of financial records to be disposed of in accordance with the current records retention schedule. Dulmage moved, seconded by Wachholz, to accept Resolution # RC-26-5-1, authorizing the Fiscal Officer to dispose of the presented financial records on July 11, 2026, in accordance with the current records retention schedule. All present voted in favor.

MOTION PASSED

Cioffi presented an updated Records Retention Schedule (RC2). Wachholz moved, seconded by Dulmage, to accept Resolution # RC-26-5-2, to approve the updated Records Retention Schedule (RC2) (copy attached) and to forward on to the proper authorities. All present voted in favor.

MOTION PASSED

Teets adjourned the Records Commission Meeting at 5:56 p.m.

---

President

---

Attest