

Local Commission on Public Records
Lake County, Indiana
Minutes of Meeting
November 17, 2020

1. **CALL TO ORDER**

The virtual (by E-Mail/phone/some physically present) meeting was called to order by Gina Pimentel at 9:30 a.m. Notice of the meeting was sent to the media, local historical and genealogy societies, local archives, as well as all members of the Local Commission on Public Records, and posted in the office of the Recorder, attached as part of the agenda by Gina Pimentel.

2. **RECORD OF THOSE PRESENT**

- ❖ Darien Hayes, Proxy for Kyle Allen, Lake County Commissioner
- ❖ Michel Belmonte, Proxy for Michael B. Brown, Lake County Recorder
- ❖ Helen Mores, Proxy for John Petalas, Lake County Auditor
- ❖ Elizabeth Ward, Proxy for Lorenzo Arredondo, Lake County Clerk
- ❖ Gust Samis, North Township

3. **MINUTES OF September 29, 2020 MEETING**

Motion by Mike Belmonte to approve the minutes of the September 29, 2020 meeting, seconded by Elizabeth Ward. Motion passes unanimously.

4. **CORRESPONDENCE**

None to report.

5. **REQUEST FOR DESTRUCTION PR-1 (FORM 30505) / LONG FORMS**

The following one (1) form was submitted:

- Calumet Township Trustee (1)

6. **NOTICE OF DESTRUCTION (FORM 44905) / SHORT FORMS**

The following three (3) forms were submitted:

- Jerry Ross Elementary School (1)
- Cedar Lake Town Hall (1)
- North Township Trustee (1)

Gina Pimentel contacted Diane Sprehe to sign the Form 44905 that was submitted for Jerry Ross Elementary School.

No other corrections were needed.

Elizabeth Ward, seconded by Mike Belmonte, made a motion to accept the above mentioned forms for filing. Motion passes unanimously.

7. ESTABLISHMENT OF DATE/TIME FOR NEXT MEETING

The next meeting will take place on **February 16, 2021 at 9:30 a.m.** in the office of the Lake County Commissioners, Conference Room, Building A, 2293 North Main Street, Crown Point, Indiana.

8. OTHER

Please continue to E-Mail Secretary Gina Pimentel at lakecountycprd@gmail.com. and cty@iara.in.gov your Forms.

Gina Pimentel and Clerk Arredondo will decide who will be the Secretary for Commission of Public Records Destruction for 2021. The chairperson will also be discussed. This will be communicated to the committee once a decision has made on both.

From Secretary Gina Pimentel:

I have sincerely enjoyed working with you all and appreciate your time and attention to this committee, especially during these challenging times. Your advice and help along the way has helped me so much and I continue to lean on you all for guidance as I will keep doing my very best.

I hope and pray that you all remain healthy and happy and have a wonderful Christmas and a joyous New Year.

I look forward to seeing you in February.

God bless you and your families.

9. ADJOURNMENT

Elizabeth Ward, seconded by Michel Belmonte, made a motion to adjourn the meeting at 9:45 a.m.

The meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Gina Pimentel
Chief Deputy, Lake County Recorder
Secretary, Local Commission on Public Records