

DOWNSTATE LOCAL RECORDS COMMISSION
Margaret Cross Norton Building
John Daly Conference Room
Springfield, Illinois

MINUTES

Meeting of May 3, 2016

MEMBERS PRESENT: Paul Schmitz, Chairman Local Records Commission and Christian County Board Chairman (via phone) ; Jay Scott, Macon County State's Attorney; Jeff Clarke, Mayor of Pawnee; Carol Reed, Macon County Auditor.

MEMBERS ABSENT: David Joens, Secretary of State Designee.

STAFF PRESENT: Robert Boots, Pamela Waggoner, Rheta Miller, Sheila Cowles.

STAFF ABSENT:

GUESTS: None

Mr. Schmitz called the meeting of the Downstate Local Records Commission to order at 10:00 A.M
Mr. Boots is appointed Secretary of State Designee, in lieu of David Joens for the purpose of the meeting.

Mr. Clarke made the motion to approve the minutes from the April 5, 2016 meeting. Ms. Reed seconded the motion. The motion carried. Approved unanimously.

OLD BUSINESS:

NEW BUSINESS:

The following new applications, add-ons, and amendments were presented for approval:

APPLICATIONS:

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>City</u>
Winnebago	Talcott Free Library District	16:096	Rockton
Lee	Brooklyn Township Offices	16:097	West Brooklyn
Edwards	City of Albion	16:104	Albion
Madison	Collinsville Police Department	16:105	Collinsville
Hardin	Hardin Co. Sheriff's Dept.	16:106	Elizabethtown
Lake	Riverwoods Police Dept.	16:107	Riverwoods

Ogle	Polo Public Library Dist.	16:108	Polo
Bureau	Walnut Police Dept.	16:109	Walnut
Winnebago	Winnebago Co. Regional Planning & Economic Dev. Office	16:110	Rockford
Champaign	City of Champaign Police Department	16:111	Champaign
Williamson	Cambria Police Department	16:112	Cambria
Lake	Village of Volo	16:113	Volo
Randolph	Randolph County Health Department	16:114	Chester
Clay	City of Flora	16:115	Flora
Clinton	St. Rose Township	16:116	St. Rose
Jackson	Murphysboro School Dist. #186	16:117	Murphysboro
Bureau	Bureau Co. Circuit Clerk 13th Judicial Circuit	16:119	
Effingham	Effingham Co. Circuit Clerk 4th Judicial Circuit	16:120	
Fayette	Fayette Co. Circuit Clerk 4th Judicial Circuit	16:121	
Henry	Henry Co. Circuit Clerk 14th Judicial Circuit	16:122	
Jo Daviess	Jo Daviess Co. Circuit Clerk 15th Judicial Circuit	16:123	
Kane	Kane Co. Circuit Clerk 16th Judicial Circuit	16:124	
Lee	Lee Co. Circuit Clerk 15th Judicial Circuit	16:125	
McDonough	McDonough Co. Circuit Clerk 9th Judicial Circuit	16:126	
McDonough	McDonough Co. Circuit Clerk 9th Judicial Circuit	16:127	
McLean	McLean Co. Circuit Clerk 11th Judicial Circuit	16:128	
McLean	McLean Co. Circuit Clerk 11th Judicial Circuit	16:129	
McLean	McLean Co. Circuit Clerk 11th Judicial Circuit	16:130	
Mason	Mason Co. Circuit Clerk 8th Judicial Circuit	16:131	
Pike	Pike Co. Circuit Clerk 8th Judicial Circuit	16:132	
Vermilion	Vermilion Co. Circuit Clerk 5th Judicial Circuit	16:133	
Will	Will Co. Circuit Clerk 12th Judicial Circuit	16:134	

ADD-ONS:

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>Add-on Item #s</u>
Champaign	Champaign County Administrative Services	06:337	27
DuPage	Darien-Woodridge Fire Prot. Dist.	12:119	90 - 98
DuPage	Dupage Co. Health Dept.	05:290	2811 - 2814
DuPage	DuPage Co. Housing Authority	13:172	38 - 42
DuPage	Glendale Heights Police Dept.	07:323	75 - 86
Kendall	Kendall Co. Housing Authority	13:170	24 and 25
Fulton	Fulton Co. Treasurer/Collector	88:143	54, 55
Grundy	Morris Police Dept.	06:013	56
Iroquois	Iroquois Co. Treasurer	09:122	420, 421 and 422
Jefferson	Mt. Vernon Police Dept.	14:101	46, 47
Kane	Batavia Public School Dist. #101	08:235	67
Kane	Geneva C.U.S.D. #304	08:376	46
Lake	Antioch School Dist. #34	08:124	112
Lake	Buffalo Grove Police Dept.	09:300	79 - 80
Lake	City of Highland Park	07:288	370
Lake	Grayslake Fire Protection District	12:272	160 - 189
Lake	Lake Co. Recorder's Office	15:204	35, 36
Livingston	Livingston Co. Public Health Dept.	90:330	62
Macon	Macon Co. Sheriff's Office	11:055	919, 920
McDonough	Macomb Fire Dist.	04:234	109
Peoria	Peoria Co. Recorder of Deeds	10:242	300, 301
Peoria	Peoria Twp. Tax Collector	10:201	109
Williamson	Carterville Police Dept.	12:286	27

AMENDMENTS:

<u>County</u>	<u>Agency</u>	<u>Application</u>	<u>Amendment Item #s</u>
DeKalb	DeKalb Public Library	00:162	3, 11, 31, 32, 33, 46, 49, 51, 56, 62, 64
Lake	City of Highland Park	07:288	319, 333
DuPage	Glendale Heights Police Dept.	07:323	26, 37, 39
Iroquois	Iroquois County Treasurer	09:122	103, 105, 121, 127
Williamson	Carterville Police Dept.	12:286	24
Massac	Metropolis Police Dept.	13:269	27
Fulton	Fulton Co. Treasurer/Collector	88:143	8
DeKalb	Somonauk CUSD #432	99:281	48

Mr. Scott made a motion to approve the applications, add-ons, and amendments as presented. Ms. Clarke seconded the motion. The motion carried unanimously.

Public Comment:

None

The date of the next meeting of the Downstate Local Records Commission will be Tuesday, June 7, 2016 at 10:00 a.m.

Mr. Clarke made a motion to adjourn. Ms.Reed seconded the motion. The motion carried. Approved unanimously.

Minutes submitted by: Pamela Waggoner, Records Management Section, Local Records Unit.