

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

**MINUTES**

Meeting of July 5, 2016

MEMBERS PRESENT: Paul Schmitz, Chairman Local Records Commission and Christian County Board Chairman; Jay Scott, Macon County State's Attorney; Jeff Clarke, Mayor of Pawnee; Carol Reed, Macon County Auditor; David Joens, Secretary of State Designee.

MEMBERS ABSENT: None

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

STAFF ABSENT: Pamela Waggoner

GUESTS: None

Mr. Schmitz called the meeting of the Downstate Local Records Commission to order at 10:00 A.M

Mr. Clarke made the motion to approve the minutes from the June 7, 2016 meeting. Mr. Scott seconded the motion. The motion carried. Approved unanimously.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

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	Rockford Police Pension Board	16:152	Rockford
Marshall	Henry Police Dept.	16:153	Henry
Lake	Grayslake Fire Protection Dist., Pension Board & Association	16:154	Grayslake
DuPage	Darien Police Dept.	16:155	Darien
Ogle	Stillman Valley Village Clerk	16:156	Stillman Valley

McHenry	Spring Grove Fire Protection District	16:157	Spring Grove
Kane	Kane County Animal Control	16:163	Geneva
McHenry	Lake In The Hills Police Department	16:164	Lake in the Hills
McHenry	McHenry Co. Planning and Development	16:165	Woodstock
Effingham	Effingham County Treasurer's Office	16:166	Effingham
Moultrie	Moultrie Co. Rural Public Water Dist.	16:167	Sullivan
St. Clair	Grant Consolidated Community Unit Dist. 110	16:168	Fairview Heights
DeKalb	Northwestern Illinois Association/Regional Special Education Cooperative	16:169	Sycamore
DeKalb	Kirkland Public Library	16:170	Kirkland
Greene	Housing Authority of Green County	16:171	White Hall
Bond	Bond Co. Circuit Clerk 3rd Judicial Circuit	16:172	
McLean	McLean Co. Circuit Clerk 11th Judicial Circuit	16:173	
McLean	McLean Co. Circuit Clerk 11th Judicial Circuit	16:174	
Madison	Madison Co. Circuit Clerk 3rd Judicial Circuit	16:175	
Will	Will Co. Circuit Clerk 12th Judicial Circuit	16:176	
Madison	Chief County Assessment Office and Board of Review	16:177	Edwardsville
Will	Channahon Township	16:178	Channahon

**ADD-ONS:**

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>Add-on Item #s</u>
Bond	Greenville Municipal Airport Authority	12:112	55
Champaign	City of Urbana	04:195	1552, 1553, 1554
Champaign	Rural Champaign Co. Special Ed. Cooperative	00:191	34 - 38
DuPage	Community Consolidated School Dist. #89	11:171	97 - 108
DuPage	DuPage Co. Health Department	05:290	350
DuPage	Village of Addison	03:003	712
Edwards	Village of West Salem	16:093	46
Franklin	Ewing-Northern Grade School Dist. #115	12:284	106, 107
Lake	Round Lake Heights Police Dept.	04:304	49

McHenry	Village of Huntley	08:050	85
Pulaski	Pulaski Co. State's Attorney	09:161	9 - 13
Shelby	Windsor C.U.S.D. #1	10:308	116
Williamson	Williamson Co. Clerk and Recorder	15:219	238 and 310

**AMENDMENTS:**

<u>County</u>	<u>Agency</u>	<u>Application</u>	<u>Amendment Item #s</u>
Champaign	City of Urbana	04:195	1547
McLean	City of Bloomington	08:136	854
Pulaski	Pulaski Co. State's Attorney	09:161	4, 5
DuPage	Community Consolidated School Dist. #89	11:171	16, 31, 33, 37, 47, 50, 52, 61, 67, 77, 81, 90
McLean	McLean Co. Sheriff	12:197	212
Franklin	Ewing-Northern Grade School Dist. #115	12:284	55, 59
DuPage	Elmhurst Public Library	12:287	49

Mr. Joens made a motion to approve the applications, add-ons, and amendments as presented. Ms. Reed 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, August 2, 2016 at 10:00 a.m.

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

Minutes submitted by: Rheta Miller, Records Management Section, Local Records Unit.