

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

**MINUTES**

Meeting of February 6, 2018

**MEMBERS PRESENT:** David Joens, Secretary of State Designee; Carol Reed, Macon County Auditor; Jay Scott, Macon County State's Attorney; Ian Hunt, Designee for the Illinois State Historian; Jeff Clarke, Mayor of Pawnee.

**MEMBERS ABSENT:** Timothy Carlson, Chairman Local Records Commission and Christian County Board Chairman.

**STAFF PRESENT:** Robert Boots, Pamela Waggoner, Karen Mizeur.

**STAFF ABSENT:**

**GUESTS:**

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

Mr. Joens said Chairman Carlson would not be able to attend the meeting. He asked leave of the body to serve as chairman. Leave was granted.

Mr. Scott made the motion to approve the minutes from the January 2, 2018 meeting. Ms. Reed seconded the motion. The motion carried. Approved unanimously.

**OLD BUSINESS:**

None

Mr. Joens commented that there is a job vacancy for a Local Field Officer for the East Central counties of the Illinois area.

**NEW BUSINESS:**

**APPLICATIONS:**

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>City</u>
Christian	Christian County Board	18:010	Taylorville
Logan	Logan County Supervisor of Assessments	18:011	Lincoln
Clinton	Kaskaskia College	18:012	Centralia
Bureau	Bureau County Sheriff	18:013	Princeton
Winnebago	Cherry Valley Public Library Dist.	18:014	Cherry Valley

Franklin	West City Police Department	18:015	West City
Macon	Macon County Highway Department	18:016	Decatur
Lake	Millburn C.C.S.D. #24	18:017	Wadsworth
Randolph	Steeleville CUSD #138	18:018	Steeleville
St. Clair	St. Clair Co. Veteran's Assistance Commission	18:019	Belleville
Clark	Clark Co. Circuit Clerk 5th Judicial Circuit	18:020	
Coles	Coles Co. Circuit Clerk 5th Judicial Circuit	18:021	
DeKalb	DeKalb Co. Circuit Clerk 23rd Judicial Circuit	18:022	
Hancock	Hancock Co. Circuit Clerk 9th Judicial Circuit	18:023	
Jersey	Jersey Co. Circuit Clerk 7th Judicial Circuit	18:024	
LaSalle	LaSalle Co. Circuit Clerk 13th Judicial Circuit	18:025	
LaSalle	LaSalle Co. Circuit Clerk 13th Judicial Circuit	18:026	
Marion	Marion Co. Circuit Clerk 4th Judicial Circuit	18:027	
McHenry	McHenry Co. Circuit Clerk 22nd Judicial Circuit	18:028	
Rock Island	Rock Island Co. Circuit Clerk 14th Judicial Circuit	18:029	
Wayne	Wayne Co. Circuit Clerk 2nd Judicial Circuit	18:030	

**ADD-ONS:**

<u>County</u>	<u>Agency</u>	<u>Application #</u>	<u>Add-on Items</u>
Lake	Grayslake Community Park District	16:243	72
Lake	Lake County Forest Preserve District	11:189	182
Macon	City of Decatur	16:118	411,646,1104
Madison	Alton Police Department	12:294	117, 204, 323-328

**AMENDMENTS:**

<u>County</u>	<u>Agency</u>	<u>Application</u>	<u>Amendment Item #</u>
Madison	Alton Police Department	12:294	104, 318, 322

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

| Mr. Joens said- it is only one week into the legislative session and he hasn't seen any legislation related to the Local Records Act.

**Public Comment:** There was no public comment.

The date of the next meeting of the Downstate Local Records Commission will be Tuesday, March 6, 2018 at 10:00 a.m.

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

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