

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

MINUTES

Meeting of February 5, 2019

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

MEMBERS ABSENT: None

STAFF PRESENT: Carol J. Moreno; Sandy Lucas; Sarah Harris

STAFF ABSENT: None

GUESTS: None

Mr. Boots called the meeting of the Downstate Local Records Commission to order at 10:03A.M. Mr. Boots asked leave of the body to serve as chairman. Leave was granted.

The minutes of the January 2, 2019 meeting of the Downstate Local Records Commission were reviewed by the Commission. Mr. Clarke made the motion to approve the minutes as submitted. Mr. Hunt seconded the motion. The motion carried and was approved unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

For the purpose of today's meeting, Mr. Robert Boots is appointed as the designated replacement for Illinois Secretary of State Jesse White in the absence of the official designee, David Joens.

APPLICATIONS:

The below listed new applications, add-ons and amendments were discussed. Mr. Scott made a motion to approve them as submitted. Ms. Reed seconded the motion. The motion carried and was approved unanimously.

New Applications:

<u>County</u>	<u>Agency</u>	<u>Application No.</u>	<u>City</u>
Jefferson	Mount Vernon Township High School Dist.#201	19:013	Mount Vernon
Jackson	Mobile Team Unit 15	19:014	Carbondale
Madison	Alton City Comptroller	19:015	Madison
Adams	Regional Office of Education #1	19:016	Quincy
Wayne	Wayne County Supervisor of Assessments	19:017	Fairfield
McHenry	Algonquin Police Department	19:018	Algonquin
Rock Island	City of Rock Island Community & Economic Development	19:019	Rock Island
Grundy	Village of Carbon Hill	19:020	Carbon Hill
Adams	Adams Co. Circuit Clerk 8th Judicial Circuit	19:021	
Bureau	Bureau Co. Circuit Clerk 13th Judicial Circuit	19:022	
Bureau	Bureau Co. Circuit Clerk 13th Judicial Circuit	19:023	
DeKalb	DeKalb Co. Circuit Clerk 23rd Judicial Circuit	19:024	
Douglas	Douglas Co. Circuit Clerk 6th Judicial Circuit	19:025	
Jersey	Jersey Co. Circuit Clerk 7th Judicial Circuit	19:026	
Kankakee	Kankakee Co. Circuit Clerk 21st Judicial Circuit	19:027	
Macoupin	Macoupin Co. Circuit Clerk 7th Judicial Circuit	19:028	
Marion	Marion Co. Circuit Clerk 4th Judicial Circuit	19:029	
Marshall	Marshall Co. Circuit Clerk 10th Judicial Circuit	19:030	
McLean	McLean Co. Circuit Clerk 11th Judicial Circuit	19:031	
Morgan	Morgan Co. Circuit Clerk 7th Judicial Circuit	19:032	
Rock Island	Rock Island Circuit Clerk 14th Judicial Circuit	19:033	
Sangamon	Sangamon Co. Circuit Clerk 7th Judicial Circuit	19:034	
Stark	Stark Co. Circuit Clerk 10th Judicial Circuit	19:035	

Add-Ons:

<u>County</u>	<u>Agency</u>	<u>Application No.</u>	<u>Add-on Item #'s</u>
DuPage	Village of Glendale Heights	01:011	3.25
Grundy	Morris Police Department	06:013	61, 62, 63, 64

Kane	St. Charles Park District	14:022	83, 84, 85
Lake	Fox Lake Police Department	08:135	53
LaSalle	LaSalle County Sheriff's Office	00:057	38
Massac	Massac County Sheriff's Department	10:102	47, 48, 49, 50
McLean	Bloomington-Normal Water Reclamation District	05:147	171
Stephenson	Freeport Township Assessor	12:016	16, 17, 18, 19
Vermilion	Supervisor of Assessments	97:127	23

Amendments:

<u>County</u>	<u>Agency</u>	<u>Application No.</u>	<u>Amendment Item #'s</u>
DuPage	Village of Glendale Heights	01:011	4.11
Grundy	Morris Police Department	06:013	12
Pope	Pope County Clerk and Recorder	08:327	32, 95, 97
Massac	Massac County Sheriff's Department	10:102	11, 19, 25, 27, 45
Kane	Saint Charles Park District	14:022	17, 36, 44
Randolph	Randolph County Sheriff	15:131	500
Randolph	Chester City Office	19:011	702
Monroe	Monroe County State's Attorney	93:240	6, 7

PUBLIC COMMENT:

None

The date of the next meeting of the Downstate Local Records Commission will be Tuesday March 5, 2019 at 10:00 A.M.

ADJOURNMENT:

Mr. Hunt made a motion to adjourn. Mr. Clarke seconded the motion. The motion carried and was approved unanimously.

Minutes submitted by: Carol J. Moreno, Records Management Section, Local Records Unit.