

**MINUTES OF MEETING
RECORDS CONTROL COMMITTEE
OF THE CITY OF LADUE
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, MAY 26, 2021**

A meeting of the Records Control Committee of the City of Ladue, St. Louis County, Missouri, was held on Wednesday, May 26, 2021, at 3:30 p.m., via Zoom video conference and at City Hall, 9345 Clayton Road. The following members were present:

Laura Rider, City Clerk (Via Zoom at City Hall)
Sam Zes, Finance Director (via Zoom)
Erin Seele, City Attorney (via Zoom)

Ms. Rider asked if there were any corrections or additions to the minutes and hearing none, Mr. Zes made a motion to approve the minutes as submitted. Ms. Rider seconded the motion. Upon voice vote, the motion passed.

Ms. Rider stated the only request was from the Police Department and consisted of Incident Reports, Non-Criminal Incident Reports, All Returned Missing Person Reports, Found Property Reports, All Other Auto Accident Reports, and Arrest Records. Ms. Rider stated from the request and information provided the proposed destruction method is shredding and the records meet or exceed the time for retention under the record retention schedule. Mr. Zes and Ms. Seele agreed. Ms. Seele made a motion to authorize destruction of the requested Police Department records by shredding. Mr. Zes seconded the motion. Upon voice vote, the motion passed.

With no further business, Ms. Rider moved adjournment. Mr. Zes seconded the motion. Upon a voice vote, the motion passed.

Adjournment: The meeting adjourned at 3:33 PM.



Laura Rider, City Clerk