

## STATE RECORDS COMMISSION MEETING

### MINUTES

Meeting of January 19, 2022

The January 19, 2022 meeting of the State Records Commission was held virtually via conference call after proper notice had been posted on the website of the Illinois State Archives.

Commission members present were: Chairman David Joens, designee of Secretary of State Jesse White; Felicia Page, representing State Treasurer Michael W. Frerichs; Cortez Gillespie, representing Comptroller Susana A. Mendoza; Robert Osgood, representing Director Janel Forde of the Department of Central Management Services; Ian Hunt, the designee of State Historian's Office and Secretary of the Commission; and Lee Ann Schoeffel, representing Attorney General Kwame Raoul.

Archives staff members present were: Rochelle Joseph, Carol Moreno, Corinne Mayfield, Karen Mizeur, Kathryn Powell, Cathy Popovitch and Rheta Miller.

Agency representation was Danielle Martinez and Abby Beaty with State Board of Elections.

Jennifer Olaya was in attendance shadowing Felicia Page.

Mr. Joens called the meeting to order at 9:30 a.m.

Mr. Joens introduced Ms. Lee Ann Schoeffel from the Office of the Illinois Attorney General who replaced Ms. Lynn Patton on the commission. Mr. Joens also introduced Ms. Jennifer Olaya who will replace Ms. Felicia Page from the Office of the Illinois State Treasurer. Today will be the last meeting for Ms. Page. Mr. Joens expressed his appreciation to Ms. Page for her service to the Commission.

The first item on the agenda was the approval of minutes of December 15, 2021. Ms. Schoeffel noted some corrections on page 2 of the minutes, line 4. She said there should be an end quote after "Part" and a beginning quote before "515" with the word "before" inserted between them. On line 6, Ms. Schoeffel said "after" should replace the word "in" and "before" should be inserted between "and" and "Systems". Mr. Hunt made the motion to approve the minutes as amended, seconded by Ms. Page. The motion carried unanimously on a roll call vote.

### OLD BUSINESS

There was no old business.

## **New Business**

The only schedule on the agenda for this month was Application No. 21-37 State Board of Elections (All/Agency-Wide). Ms. Page said in the descriptive paragraph, 5<sup>th</sup> line, “award” should be plural. Ms. Schoeffel said that in the same line, “notice” should be plural. Ms. Schoeffel asked about the types of grants the retention applied to. Ms. Beatty said they were for all types of grants, federal, state and local. Mr. Joens said that was done on purpose so as to not limit the retention. He said the language used was pretty boilerplate. Ms. Schoeffel made a motion to approve Application No. 21-37 as amended. Ms. Page seconded the motion. Motion carried unanimously on a roll call vote.

There were no comments from the public.

Ms. Page made a motion to adjourn, seconded by Mr. Osgood. Motion carried unanimously on a roll call vote.

The following application was submitted to the State Records Commission members for consideration.

21-37            State Board of Elections  
                  (All/Agency-Wide)  
                  *Approved as Amended*