



STATE OF WASHINGTON

LOCAL RECORDS COMMITTEE

*Office of the State Auditor • Office of the Attorney General • Office of the State Archivist*

*PO Box 40238 • Olympia, Washington 98504-0238 • (360) 586-4900*

**April 24, 2008 – 10:00 a.m.**  
**Archives Conference Room, Olympia, WA**

**AGENDA**

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**I. ROUTINE ITEMS**

- A. Call to Order
- B. Introduction of Guests
- C. Approval of Minutes for February 28, 2008
- D. Adoption of Today's Agenda

**II. OLD BUSINESS**

- A. Tabled from December 27, 2007 Meeting
  - 1. Letter from King County re Definition of Drafts

**III. ACTION ITEMS FOR COMMITTEE REVIEW/APPROVAL**

- A. Submission of School District Schedule for Review at May Meeting –  
Representatives from the Washington Association of School Business Officers (WASBO) will provide the Committee with a summary of the revisions and submit the revised schedule for consideration at the May meeting

**IV. OTHER BUSINESS**

- A. Announcements from the State Archivist
- B. Update on Revision of LGRRS – Julie Woods
- C. New Records Management Email Addresses – Michele Mallery
  - [recordsmanagement@secstate.wa.gov](mailto:recordsmanagement@secstate.wa.gov) – for records management questions
  - [lrc@secstate.wa.gov](mailto:lrc@secstate.wa.gov) – for submissions to the LRC

**V. NEXT MEETING – 10am May 29, 2008**

**VI. ADJOURNMENT**