LAKE REDSTONE PROTECTION DISTRICT
District Records Team Meeting
Tuesday, November 10, 2026, 9:00 AM

Town of La Valle Hall, 314 State Hwy 33/58 La Valle WI. 53941

Any members of the board or the public who prefer not to attend in person can contact the board via email (lrpd.board@gmail.com) for instructions on how to join the meeting virtually. It is possible that a quorum of the LRPD board may attend this committee meeting. However, no actions by the LRPD board will be taken at this meeting.

AGENDA

1. **Call meeting to order, verify compliance with the Open Meeting Law.**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of the October 13, 2026, Record Team minutes**
5. **Meeting topics**
    a. **Review the LRPD-WMRS retention schedule on G Drive**
    b. **Files added to the LRPD Google Drive**
    c. **Discuss inventorying manual documents/ space in the cabinet**
    d. **Review progress and goals for each category on the drive**
    e. **Need to add any additional "How To" procedures?**
    f. **Protocols for keeping the LRPD Google Drive current**
    g. **Set next meeting date**

Adjourn