

HISTORICAL RECORDS COMMISSION  
OF THE COUNTY OF ALPINE

P.O. Box 158  
Markleeville, CA 96120

**NOTICE OF REGULAR MEETING**  
**OF THE HISTORICAL RECORDS COMMISSION**  
**TO BE HELD**  
**FRIDAY, November 13, 2020 AT 9:00 A.M.**

The meeting will be held via ZOOM  
<https://zoom.us/j/96621530657>  
or Dial (669) 900-9128  
Meeting ID 966 2153 0657

The public is invited and encouraged to attend the commission meeting. The Commission meets quarterly on the second Friday in February, May, August and November.

**AGENDA**  
**November 13, 2020**

1. CALL TO ORDER  
County Clerk representative Teola Tremayne, Museum representative Kristiina Rengo Wiedenhoft, Library/Archives representative Rita Lovell, Board of Supervisor Liaison Katherine Rakow, Public Member representatives Jim Holdridge and Rebecca Thornburg.
2. PUBLIC COMMENTS / ANNOUNCEMENTS / CORRESPONDENCE
3. MINUTES  
A. Approval of minutes of 02/14/2020.
4. REPORTS  
A. Records Management Report  
B. Archives Report  
C. Museum Report
5. UNFINISHED BUSINESS  
A. Continued revision of the Alpine County Archives Policies Forms Procedures Manual.  
B. Continued discussion and possible action regarding draft County Records/ Documents and Research Requests policy.
6. NEW BUSINESS  
A. Presentation by E Squared C regarding Information Technology (IT) enhancements, backup schedules and process related to disaster recovery preparation.  
B. Presentation and adoption of a proclamation recognizing Board of Supervisor Liaison Katherine Rakow for many years of service on the Historical Records Commission.
7. ADJOURNMENT  
The commission will adjourn to the next quarterly meeting on Friday, February 19, 2021.

  
Teola L. Tremayne, County Clerk  
County Records Manager