

# Agenda

## Local Records Co-ordinators' Meeting

**2:00 – 3:30 AM**

**Monday 18 November 2013**

**Baillieu Library Leigh Scott Room**

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1. 2:00-2:20 Training that Records Services can offer
2. 2:20-2:35 **Break for refreshments and networking session**
3. 2:35-3:15 Storage Case study
4. 3:15-3:30 Wrap up