



# ALAMEDA-CONTRA COSTA TRANSIT DISTRICT

## Master Minute Order

**Report ID:** 25-430 **Status:** Approved  
**Type:** Consent  
**Meeting Body:** Board of Directors - Regular Meeting 09/10/2025 **Final Action:** 09/10/2025

**Sponsors:**

**Attachments:** STAFF REPORT, BP 651 - Records Retention  
**Related Files:**

**Agenda Title:**

Consider approving non-substantive amendments to Board Policy 651 - Records Retention Policy.

**Staff Contact:**

Aimee L. Steele, General Counsel/Chief Legal Officer

**Legislative Action & Summary**

<b>Acting Body:</b>	<b>Date:</b>	<b>Action:</b>	<b>Result:</b>
Board of Directors - Regular Meeting	09/10/2025	Approved	Pass

**Action Text:**

MOTION: YOUNG/McCALLEY to approve non-substantive amendments to Board Policy 651 - Records Retention Policy. The motion carried by the following vote:

Ayes: 6      President SHAW, Vice President McCALLEY, Director WALSH, Director SYED, Director SILVA, Director YOUNG