

Introduced by Presiding Officer Lindsay

Laid on Table 8/17/2010

**PROCEDURAL RESOLUTION NO. 19-2010, AUTHORIZING
CLERK TO DISPOSE OF OLD RECORDS**

WHEREAS, Resolution No. 424-1990 authorizes all County offices to dispose of records after minimum retention periods have elapsed in accordance with the Records Retention and Disposal Schedule established by the State of New York; and

WHEREAS, thousands of old records and documents are currently held by the Clerk of the Suffolk County Legislature; and

WHEREAS, the Clerk's office is running out of space to store records; and

WHEREAS, the Clerk of the Legislature wishes to dispose of old contracts, leases, proofs of publication, correspondence, payment vouchers, et al. that have been held in his office far longer than required; and

WHEREAS, the Suffolk County Historical Society had the opportunity to review the subject records and retain documents with historic value; now, therefore be it

1st **RESOLVED**, that the Clerk of the County Legislature is hereby authorized to dispose of records and documents in his possession in accordance with the State's Records Retention and Disposal Schedule and Resolution No. 424-1990.

DATED: October 12, 2010

EFFECTIVE IMMEDIATELY PURSUANT TO SECTION 2-15(A) OF THE SUFFOLK COUNTY
CHARTER