

RESOLUTION NO. 6208

A RESOLUTION TO USE THE OREGON STATE ARCHIVES RETENTION SCHEDULE FOR THE  
RETENTION OF AUDIO RECORDINGS OF CITY OF ALBANY MEETINGS.

WHEREAS, Policy F-09-08, Records Management, adopts the Oregon State Archives Retention Schedule;  
and

WHEREAS, the state of Oregon allows for audio recordings or minutes of meetings of the governing body  
of a public body under ORS 192.650 (1); and

WHEREAS, the approved written minutes are the official record and are retained permanently according to  
OAR 166-200-0135 (5)(a); and

WHEREAS, if an audio or visual recording of the meeting is made it is retained for one year after the  
minutes are approved according to OAR 166-200-135(5)(c); and

WHEREAS, at the July 12, 1995, City Council meeting a motion was passed to keep audio recordings of  
City Council meetings for seven years; and

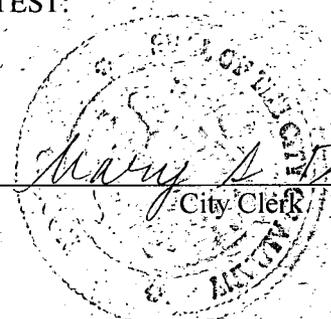
WHEREAS, retaining audio recordings for seven years is cumbersome and unnecessary given the advances  
in technology and alternate methods to access public meetings; and

WHEREAS, staff requests that the City of Albany use the Oregon State Archives Retention Schedule for  
the retention of audio recordings of City of Albany meetings.

NOW, THEREFORE, BE IT RESOLVED that notwithstanding any prior resolutions, ordinances, or  
policies, the City of Albany shall not be required to retain any record beyond the applicable state  
requirements.

DATED AND EFFECTIVE THIS 10th DAY OF APRIL 2013.

ATTEST:

  
Mary A. Dibble  
City Clerk

  
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Mayor