RESOLUTION NO. 21 2015

Whereas, The Pennsylvania Legislature passed Senate Bill 1204-2002, amending the act of May 9, 1949 (P.L.908, No.250), to include the use of digital imaging for State and Municipal records retention in accordance with standards, policies and procedures for the creation, maintenance, transmission or reproduction of images of records approved by the Pennsylvania Historic Museum Commission (PHMC); and

Whereas, while the PHMC allows the use of digital imaging for the retention of temporary records, the PHMC still requires Counties and Municipalities to use microfilm and other non-digital media to retain permanent records; and

Whereas, the use of digital imaging will free up storage space, will make documents more accessible and discoverable, provide a more affordable alternative to required document retention, and place records at the fingertips of the public and governmental employees.

NOW THEREFORE, the Council of the City of Reading hereby resolves as follows:

To respectfully request that the Pennsylvania Historic Museum Commission adopt regulations permitting Counties and Municipalities to use digital media to retain permanent records, to draft regulations that are similar to those approved by the National Archives and Records Administration (NARA), eliminate the requirement for Counties and Municipalities to use both microfilm and digital media for document retention, and update the regulations pertaining the retention of certain permanent records.

Adopted by Council on Feb 23 2015

President of Council

Attest:

City Clerk

I, LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify, that the foregoing is a true and correct copy of the original Resolution passed by the Council of the City of Reading, on the 23 day of Feb A. D. 2015 Witness my hand and seal of the said City this 24 day of Feb A. D. 2015

CITY CLERK