

Records Retention and Disposition Schedule Resolution

RESOLVED, By the Village Board of Trustees of the Village of Avoca that Records Retention and Disposition Schedule for New York Local Government Records LGS-1, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FUTHER RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in Records Retention and Disposition Schedule for New York Local Government Records LGS-1 after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.