

MARIPOSA COUNTY RESOLUTION NO. 89-449

A RESOLUTION CONCERNING POLICY FOR RETENTION OF TAPES OF  
BOARD OF SUPERVISORS MEETINGS

WHEREAS, the Mariposa County Board of Supervisors desires that the taped proceedings of the Board sessions be retained permanently.

NOW THEREFORE, BE IT RESOLVED, by the Mariposa County Board of Supervisors, a political subdivision of the State of California, that all previous Board policies concerning the retention of the taped records for the Board meetings be rescinded.

BE IT FURTHER RESOLVED, that the taped proceedings of the Board of Supervisors meetings be retained permanently.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors, this 5th day of September, 1989, by the following vote:

AYES: BAGGETT, PUNTE, ERICKSON, RADANOVICH, TABER

NOES: NONE


ABSENT: NONE

ABSTAINED: NONE




GERTRUDE R. TABER, Chairman  
Mariposa County Board of Supervisors

ATTEST:

  
MARGIE WILLIAMS, Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

  
JEFFREY G. GREEN, County Counsel

DEPARTMENT: Administration BY: Administrative Officer PHONE: 966-4744

RECOMMENDED ACTION AND JUSTIFICATION:

Pass attached resolution concerning policy for retention of taped proceedings of the Board of Supervisors meetings. Board has previously set a policy requiring permanent retention of reel to reel tapes. Since Board no longer uses reel to reel tapes, this policy allows for permanent retention of the cassette tapes.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Board discussed this matter during budget hearings.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Retain previous policy that taped records be retained for ten years.

Refer to committee

Adopt attached resolution as recommended

COSTS: ( ) Not Applicable  
A. Budgeted current FY \$ \_\_\_\_\_  
B. Total anticipated costs \$ \_\_\_\_\_  
C. Required Add'l funding \$ \_\_\_\_\_  
D. Source: \_\_\_\_\_

SPECIAL INSTRUCTIONS:  
1. Submit Original of Action Form  
2. Submit eleven copies of all attachments, number the pages, and list the attachments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SOURCE: ( ) 4/5ths Vote Required  
A. Internal transfers \$ \_\_\_\_\_  
B. Unanticipated revenues \$ \_\_\_\_\_  
C. Reserve for contingency \$ \_\_\_\_\_  
D. Description: \_\_\_\_\_  
Balance in Reserve for Contingencies, if approved: \$ \_\_\_\_\_

CLERK'S USE ONLY:  
Res. No.: 89-449  
Ord. No.: \_\_\_\_\_  
Vote - Ayes: 5  
Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
(mw) Approved ( ) Denied  
( ) Minute Order Attached  
Dated: 9-5-89

The foregoing instrument is a correct copy of the original on file in this office.  
Date: \_\_\_\_\_  
ATTEST: MARGIE WILLIAMS  
Clerk of the Board of Supervisors  
County of Mariposa, State of CA  
By: \_\_\_\_\_  
Deputy

MARIPOSA COUNTY

AGENDA TRANSMITTAL FORM

Instructions: Please fill in all blanks applicable for your agenda item. Items requiring staff review must be submitted the Thursday before the Wednesday of agenda deadline. Incomplete material will be returned. Submit the original of this form to the Board Clerk.

AGENDA OF (Date): 9/5/89

DEPARTMENT: Administration

BY: McCamman

APPROVED BY DEPT. HEAD: \_\_\_\_\_

*Res 89 - 449*

AGENDA TITLE:

Adopt Resolution Concerning Policy for Retention of Tapes of Board of Supervisors Meetings

AGENDIZE AS:

IF TIMED:

Routine Agenda: X  
Information: \_\_\_\_\_  
Attention: \_\_\_\_\_  
Timed: \_\_\_\_\_

( ) Public Hearing at: \_\_\_\_\_  
( ) Public Input Anticipated  
( ) Indicate Time Required: \_\_\_\_\_

STAFF REVIEW REQUIRED:

ROUTE: APPROVED AS TO FORM REMARKS:

\_\_\_\_ County Counsel \_\_\_\_\_  
\_\_\_\_ Auditor \_\_\_\_\_  
\_\_\_\_ Personnel \_\_\_\_\_  
\_\_\_\_ Purchasing \_\_\_\_\_  
\_\_\_\_ Other \_\_\_\_\_

SPECIAL INSTRUCTIONS TO CLERK:

\_\_\_\_ Rush! Need to have signed documents by: \_\_\_\_\_  
\_\_\_\_ Legal publication required. (This is responsibility of submitting department.)  
\_\_\_\_ Other (i.e., need cert. resolutions, and/or signed contracts)  
\_\_\_\_ You want us to send copy of Action to: Ed Policy File

CLERK'S USE ONLY:  
RECEIVED:

ADMINISTRATIVE OFFICER'S RECOMMENDATION:  
This item on agenda as:

8-30-89  
BY: [Signature]

/ Recommended  
\_\_\_\_ Not Recommended  
\_\_\_\_ For Policy Determination  
\_\_\_\_ Submitted with Comment  
\_\_\_\_ Returned for Further Action

For Agenda Of: 9-5-89  
Agenda Item No.: R-6  
✓ Routine Agenda  
\_\_\_\_ Information  
\_\_\_\_ Attention

Comment: [Signature]

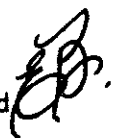
ELLEN BRONSON  
COUNTY CLERK

OFFICE OF  
**COUNTY CLERK**  
MARIPOSA COUNTY  
P. O. BOX 247  
MARIPOSA, CALIFORNIA  
95338

TELEPHONE (209) 966-2005

May 20, 1982

M E M O

TO: PATTY ALBERTA, Deputy Clerk of the Board  
FROM: ELLEN BRONSON, County Clerk & Ex-Officio Clerk of the Board   
RE: CASSETTE TAPES - BOARD MINUTES

On July 27, 1981, the Board of Supervisors started recording their Minutes on reel to reel tapes in addition to using the Casette Tapes and directed that the reel to reel tapes be preserved as a permanent record. County Counsel Richard K. Denhalter has advised us that the cassette tapes may be erased, re-used or destroyed 30 days after the date of recording, starting with those tapes dated July 27, 1981.

The stenographic notes and rough minutes may be destroyed immediately after the finished minutes have been approved and entered in the minute book.

cc: County Counsel