

Introduced by: Mayor Watson  
Date: November 27, 2018  
Action: Passed  
Vote: 6-0

# CITY OF BETHEL, ALASKA

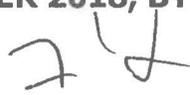
## Resolution #18-19

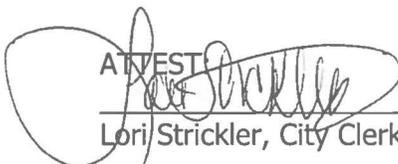
### **A RESOLUTION BY THE BETHEL CITY COUNCIL CONFIRMING THE STATE OF ALASKA ARCHIVISTS' LONG TERM STORAGE OF PERMANENT RECORDS, MICROFILM MEETING MINUTES FROM 1957 THROUGH 2017**

- WHEREAS,** the City of Bethel's retention schedule outlines a number of document sets within the records program that qualify as permanent records;
- WHEREAS,** the Office of the City Clerk (Office) has undergone records preservation methods on the paper documents and maintains storage of those documents in a water and air tight container in a temperature and moisture controlled environment;
- WHEREAS,** in addition to the paper document storage the Office has scanned all of the permanent records associated with the City Clerk's Office records program and has electronically stored those records on the City's server, which is backed up through an offsite server as well as a second host server through the City's website;
- WHEREAS,** the City Council recognizes the importance of our permanent records sets as they establish the history of our local government;
- WHEREAS,** the State of Alaska Archivist provides free permanent storage of microfilmed document to municipalities, in a climate controlled environment;
- WHEREAS,** the Office has converted the paper meeting minute documents into microfilm and would like to take advantage of the State's state of the art storage facility.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City of Bethel, City Council confirms the long term storage of the City Council's Meeting Minutes from 1957 through 2017 held with the State of Alaska Archivist in Juneau Alaska held under the City of Bethel Title.

**PASSED AND APPROVED THIS 27<sup>th</sup> DAY OF NOVEMBER 2018, BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED.**

  
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Fred Watson, Mayor

  
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Lori Strickler, City Clerk  
City of Bethel, Alaska