

RESOLUTION NO. 2025-05

**A RESOLUTION OF THE BOROUGH OF DUBLIN, BUCKS COUNTY, PENNSYLVANIA
UPDATING PROCEDURES FOR THE STANDARD DESTRUCTION OF BOTH PUBLIC MEETING
AUDIO TAPES AND AUDIO-VIDEO TAPE RECORDINGS OR DIGITAL RECORDINGS
UPON ADOPTION OF THE WRITTEN APPROVED MINUTES BY COUNCIL**

WHEREAS, the Commonwealth of Pennsylvania adopted Act 3 of 2008, known as the Right to Know, on February 14, 2008; and

WHEREAS, by virtue of Dublin Borough, Resolution 2009-02 adopted on the 9th day of March 2009, Dublin Borough declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Retention and Disposition Schedule, adopted on July 16, 1993, and as amended by the Pennsylvania Historical and Museum Commission on July 9, 2009; and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality; and

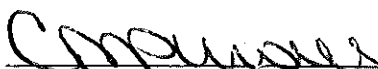
WHEREAS, the Council of Dublin Borough wishes to update the process in documenting the destruction of meeting minute tapes and digital files and wishes to replace Resolution 2023-12 adopted November 27, 2023:

BE IT FURTHER RESOLVED that the Borough Council of Dublin Borough hereby adopts a meeting tape and digital recording destruction procedure whereby all Dublin Borough audio and audio-visual tapes or digital files generated by the Borough Secretary for the purpose of generating written minutes of any public meeting are to be destroyed or erased immediately following the approval of such meeting minutes. Council simultaneously authorizes all prior meeting tapes or files retained by the Borough Secretary, regardless of format, to dispose of it in a similar manner at the earliest opportunity.

THIS RESOLUTION DULY ADOPTED this 10th day of March 2025 by the Borough Council of Dublin Borough, Bucks County, Pennsylvania.

ATTEST:

DUBLIN BOROUGH



Colleen M. Pursell, Secretary



Tim Hayes, President