

Resolution #24-0180
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**RESOLUTION APPROVING THE ELECTRONIC RECORDS AND IMAGING
POLICY AND PROCEDURES**

WHEREAS, the City Council of Winston-Salem amended its Retention and Disposition Schedule in February 2013, October 2017, April 2019, January 2022, and March 2024; and

WHEREAS, the North Carolina Department of Natural and Cultural Resources has issued related guidelines and a template pertaining to electronic records and imaging policy and procedures applicable to local government agencies; and

WHEREAS, the City needs to adopt the electronic records and imaging policy and procedures relating to city records and images.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Winston-Salem hereby approves the attached Electronic Records and Imaging Policy and Procedures.

This Resolution shall become effective upon adoption.