#### **REQUEST FOR BOARD ACTION**

### HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: March 2, 2009

SUBJECT: Public Records Disposal Request

ATTACHMENTS: Yes

# **SUMMARY OF REQUEST:**

Staff is requesting approval from the Board of Commissioners to destroy the records listed on the attached Public Disposal Request and Destruction Log in accordance with the County's Record Retention Policy and the provisions of N.C.G.S. 105-309 and N.C.G.S. 105-296 as the period of these records have expired.

Faithfully Submitted,

Stan C. Duncan

**County Assessor** 

BOARD ACTION REQUEST: It would be appropriate for the Board of Commissioners to approve this public records disposal request at today's meeting as it meets the requirements of the County's current Record Retention Policy.

Suggested Motion: Approve the Public Records Disposal Request and Destruction Log.

# HENDERSON COUNTY RECORDS RETENTION AND DISPOSITION PROCEDURE

## PUBLIC RECORDS DISPOSAL REQUEST AND DESTRUCTION LOG

(Revised March 13, 2002)

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