

**SILVER SPRING TOWNSHIP  
CUMBERLAND COUNTY PENNSYLVANIA**

**RESOLUTION 2018-09**

**A RESOLUTION OF SILVER SPRING TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, ESTABLISHING 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 THE TOWNSHIP SUPERVISORS**

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

**WHEREAS**, by Silver Spring Township Resolution 2005-05, adopted on the 5<sup>th</sup> day of February 2005, Silver Spring Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Retention & 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 Silver Spring Township Board of Supervisors wishes to simplify the process in documenting the destruction of meeting minute tapes and digital files:

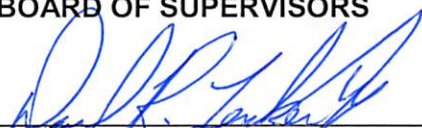
**BE IT THEREFORE RESOLVED** that the Silver Spring Township Board of Supervisors hereby adopts a meeting tape and digital recording destruction procedure whereby all Silver Spring Township audio and audio-visual tapes or digital files generated by the Township Secretary or Assistant Secretary for the purpose of generating written minutes of any public meeting are to be destroyed or erased immediately following the approval of the minutes reflected by each tape or digital file. The Board of Supervisors simultaneously authorizes all prior meeting tapes or files retained by the Township Secretary or Assistant Secretary, regardless of format, to dispose of it in a similar manner at the earliest opportunity.

**THIS RESOLUTION DULY ADOPTED** this 28th day of February, 2018 Silver Spring Township, Cumberland County, Pennsylvania.

**ATTEST:**

**SILVER SPRING TOWNSHIP  
BOARD OF SUPERVISORS**

  
\_\_\_\_\_  
Theresa Eberly, Township Secretary

  
\_\_\_\_\_  
David R. Lenker, II, Chair



UNIVERSITY OF CALIFORNIA  
REGISTRATION DEPARTMENT

REGISTRATION CARD

NAME: [Illegible] [Illegible] [Illegible]  
ADDRESS: [Illegible] [Illegible] [Illegible]  
CITY: [Illegible] STATE: [Illegible] ZIP: [Illegible]

DATE OF BIRTH: [Illegible] SEX: [Illegible]  
HIGHEST GRADE COMPLETED: [Illegible]

REASON FOR REGISTERING: [Illegible]  
I am applying for admission to the University of California  
and wish to register for the [Illegible] examination.

DATE OF EXAMINATION: [Illegible]  
I understand that the fee for registration is [Illegible]

BY SIGNING THIS CARD, I certify that the information  
furnished is true and correct.

SIGNATURE: [Illegible]  
DATE: [Illegible]

REMARKS: [Illegible]

[Illegible Signature]

