

It's been over a decade, hopefully it's been worth the wait....

The Board of Regents adopted the final local government retention schedule (LGS-1) at its July meeting (7/13-7/14) and the new regulations became effective for use by local governments on August 1, 2020.

The **new schedule** -- the LGS-1 -- combines and replaces all four previous local government schedules (CO-2, MU-1, ED-1, MI-1). A **summary of the major revisions** is available on our website.

We are providing **access to the schedule** on our website in a variety of formats including:

- text searchable PDF
- full search and browse by section web pages
- a spreadsheet, and
- an MS Access database (by September)

In a few weeks, a limited quantity of hard copies will be available **upon request**.

IMPORTANT: Local governments **must adopt** the new schedule by **January 1, 2021**, when the current schedules will no longer be valid. You can use our **model resolution** to adopt the schedule.

Introduction to the LGS-1 Webinar Series

We have a **webinar series** to introduce the new schedule during the last week in August. All webinars will be held 10am-11am, with the second half of the hour devoted to answering your questions. These are aimed at broad introductions to some of what has changed and some of what has stayed the same. You don't need to attend all -- and they will be recorded for future viewing. Register today:

Monday, August 24th, 10AM-11AM

The New LGS-1 Featuring Records of all Local Governments

Tuesday August 25th, 10AM-11AM

The New LGS-1 Featuring Records of Counties

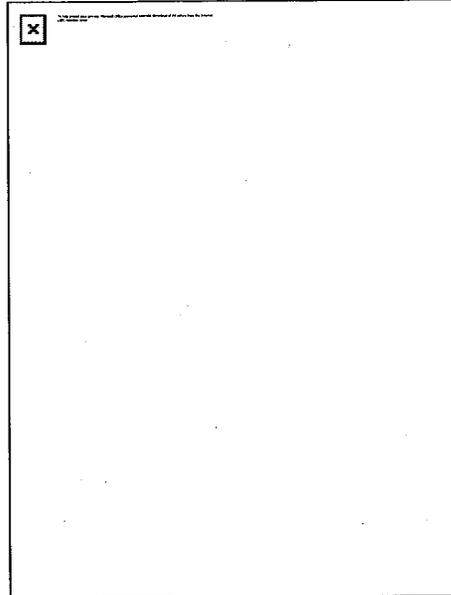
Wednesday August 26th, 10AM-11AM

The New LGS-1 Featuring Records of Cities, Towns, Villages, and Fire Districts

Thursday August 27th, 10AM-11AM

The New LGS-1 Featuring Records of School District and BOCES

Friday August 28th, 10AM-11AM



MODEL RESOLUTION

RESOLVED, By the _____ [title of governing body] of _____ [local government name] that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.