

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF KITTITAS
STATE OF WASHINGTON**

**A RESOLUTION TO APPROVE THE BYLAWS OF THE KITTITAS COUNTY
RECORDS MANAGEMENT COMMITTEE**

WHEREAS, The Kittitas County Board of Commissioners directed the creation of the Records Management Committee on January 29, 2013; and

WHEREAS, The Committee was established February 13, 2013 as an advisory committee to maintain the policies and procedures for county employees to follow regarding the management of all county records; and

WHEREAS, That Committee has researched and drafted the bylaws for which its members will comply with during active committee functions; and

WHEREAS, The Board concurs with the bylaws as written, and desires to have these bylaws implemented and used in the performance of the committee;

NOW THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of Kittitas County, Washington adopts the attached Bylaws effective January 1, 2015 and directs IT to place the attached Bylaws on CAMAS, the Kittitas County Intranet.

DATED this _____ day of _____, 20____, at Ellensburg,
Washington.

**BOARD OF COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**

Gary Berndt, Chair

Obie O'Brien, Vice-Chair

Paul Jewell, Commissioner

ATTEST:
Clerk of the Board

Julie A. Kjorsvik