

RAY COUNTY SENIOR SERVICES CUSTODIAN OF RECORDS

This is a requirement of the revised Sunshine Law and may be adopted by public governmental bodies as required by Section 610.028, RSMo.

WHEREAS, Section 610.023.1, RSMo, provides that a public governmental body is to appoint an custodian to maintain that body's records and the identity and location of the custodian is to be make available upon request; and

WHEREAS, Section 610.026, RSMo, sets forth that a public governmental body shall provide access to and, upon request, furnish copies of public records; and

WHEREAS, Section 610.028.2, RSMo, provides that a public governmental body shall provide a reasonable written policy in compliance with sections 610.010 to 610.030, RSMo, commonly referred to and the Sunshine Law, regarding the release of information on any meeting, record or vote.

NOW, THEREFORE, BE IT RESOLVED:

1. That **Joan Judd** be and hereby is appointed custodian of the records of **Ray County Senior Services Board** and that **such custodian is located at 109 S. Doniphan, Lawson, Missouri 64062**.
2. That said custodian shall respond to all requests for access to or copies of a public record within the time period provided by statute except in those circumstances authorized by statute.
3. That the fees to be charged for access to or furnishing copies of records shall be a hereinafter provided: 10 cents per page for paper copies 9 by 14 or smaller, plus an hourly fee for duplicating time not to exceed the average hourly rate of pay for clerical staff of the public governmental body. Research time may be billed at actual cost.
4. That it is the public policy of the **Ray County Senior Services Board** that meetings, records, votes, acts and deliberations of this body shall be open to the public unless otherwise provided by law.
5. That the **Ray County Senior Services Board** shall comply with sections 610.010 to 610.030, RSMo, the Sunshine Law, as now existing or hereafter amended.

Prepared: January 13, 2014

Adopted: January 22, 2014