

**Liverpool Public Library
Board Policy**

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Records Retention Policy

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Liverpool Public Library follows the Retention and Disposition Schedule for New York Local Government Records (LGS-1). <http://www.archives.nysed.gov/records/local-government-record-schedule/lgs-1-title-page>

The Library's Business Manager is the Records Retention Officer. The position of Records Retention officer is appointed by the board at the annual reorganizational meeting.