

**RESOLUTION APPOINTING A LOCAL FREEDOM OF INFORMATION
OFFICER FOR THE SILVER LAKE PUBLIC LIBRARY OF SILVER LAKE, KS,
AND PROVIDING FOR THE OFFICER” DUTIES.**

WHEREAS, the Kansas Legislature adopted KSA 45-215 et seq. requiring that all public agencies covered by the Open Records Act appoint a Local Freedom of Information Officer; and

WHEREAS, the Silver Lake Public Library is a “public agency” within the meaning of Kansas Open Records Act; and

WHEREAS, the Board of Trustees of the Silver Lake Public Library believes the appointment of a Local Freedom of Information Officer to assist the public with its open records needs is good for public service and facilitates the public policy of open government.

NOW THEREFORE, Be it resolved by the Board of Trustees of the Silver Lake Public Library of Silver Lake, Kansas on this Eighth day of August, 2016:

Section 1. Appointment. The Library Director is hereby appointed as the Local Freedom of Information Officer and charged with all of the statutory duties prescribed by KSA 45-215 et seq.

Section 2. Duties. The Local Freedom of Information Officer or the officer’s designee shall:

- a. prepare and provide educational materials and information concerning the open records act for the public;
- b. be available to assist the Board of Trustees and members of the general public to resolve disputes relating to the open records act;
- c. respond to inquiries relating to the open records act;

Attest:

Secretary Board of Trustees
Reviewed & Revised March 12, 2018

President Board of Trustees