

**RESOLUTION NO. 738**

**BOROUGH OF MALVERN  
CHESTER COUNTY, PENNSYLVANIA**

A Resolution appointing the Assistant Borough Manager as the Deputy Open Records Officer and amending certain policies of the Borough of Malvern with respect to the Open Records Law.

**WHEREAS**, the Borough of Malvern ("Borough") has heretofore adopted certain Resolutions, Ordinances, and Policies with respect to the administration of that certain Act 3 of 2008, commonly known as the "Open Records Law," including, without limitation, Resolution No. 595 of 2008; and

**WHEREAS**, the Borough had previously designated and appointed the Borough's Treasurer as the Deputy Open Records Officer in accordance with the Open Records Law; and

**WHEREAS**, the Borough Council has determined that the appointment of the Borough's Assistant Manager as the Deputy Open Records Officer is necessary in order to efficiently administer and implement the Open Records Law; and

**WHEREAS**, changes in personnel since the adoption of such Resolutions, Ordinance, and Polices have dictated that certain references to specific individuals may have become undesirable or inaccurate;

**NOW THEREFORE, BE IT RESOLVED** as follows:

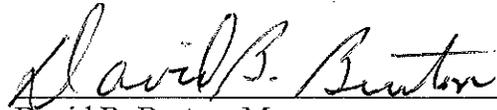
1. The Borough hereby appoints and designates the Assistant Borough Manager as the Deputy Open Records Officer who shall be empowered to act as the Boroughs Open Records Officer pursuant to 65 P.S. §67.502 in the event that the Open Records Officer is incapacitated or otherwise unable to respond to any request for access pursuant to the Open Records Law; and
2. Any reference to the prior Borough Manager by name (to wit: Sandra L. Kelley) in any Resolution or Policy heretofore adopted by the Borough is hereby stricken and replaced with the title of "the Borough Manager" or, in cases where an individual's name is expressly required, with the name of the current Borough Manager, "Christopher Bashore"; and
3. The Borough Manager shall be authorized and directed to revise, republish, and or summarize any and all Resolutions and Policies of the Borough with respect to the Open Records Law as described herein.

Passed by Borough Council this 20 day of June, 2017.



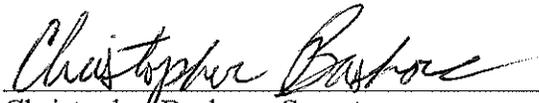
David G. Bramwell, President

Approved by the Mayor, this 20 day of June, 2017.



David B. Burton, Mayor

Enacted, this 20 day of June, 2017.



Christopher Bashore, Secretary