

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY  
d/b/a Imagine Monroe Powered by COMIDA**

**RECORD RETENTION POLICY**

Pursuant to the Bylaws of the County of Monroe Industrial Development Agency (the “Agency”), the Agency shall adopt the *Records Retention and Disposition Schedule MI-1*, issued by the State Archives, State Education Department, pursuant to Section 57.25 of the Arts and Cultural Affairs Law, and Part 185, Title 8 of the *Official Compilation of Codes, Rules and Regulations of the State of New York* as it applies to Economic/Industrial Development and Local Development Corporations (attached) and appoints the Agency Executive Director as Records Management Officer.

Approved and adopted this 16<sup>th</sup> day of November 2010.

Approved and adopted this 18th day of March 2014

Approved and adopted this 17<sup>th</sup> day of March 2015.

Approved and adopted this 21<sup>st</sup> day of March 2017.

Approved and adopted this 20<sup>th</sup> day of March 2018.