

# ***PROCLAMATION***

**WHEREAS**, executives and managers in both business and government are increasingly aware of the need for an organized approach to managing their organizations' records, and

**WHEREAS**, the systematic administration of information used in problem-solving and decision-making requires a comprehensive records management program under the direction of a professional records administrator; and

**WHEREAS**, a well-planned records management program is essential to increase the efficiency and reduce the cost of storing and retrieving information and to ensure compliance with statutes governing records retention.

**NOW, THEREFORE**, I Karen Selbo Hunt, Mayor of the City of Coppell, in the state of Texas, do hereby proclaim the month of April 2013, as

## **“RECORDS MANAGEMENT MONTH”**

in the City of Coppell, and urge all citizens to recognize the importance of records management in the modern organization.

**IN RECOGNITION THEREOF**, I hereby set my hand and the seal of the City of Coppell, Texas, on this the 26<sup>th</sup> day of March, 2013.

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Karen Selbo Hunt, Mayor

ATTEST:

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Christel Pettinos, City Secretary