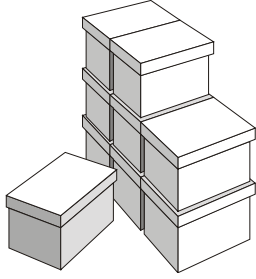


BRUCE A. HIDLEY  
COUNTY CLERK



ALBANY COUNTY  
**HALL OF RECORDS**  
ALBANY COUNTY CLERK

CRAIG A. CARLSON  
DEPUTY COUNTY CLERK

## Interoffice Memorandum

**To:** Hon. Dan McCoy, County Executive  
Hon. Andrew Joyce, Chair, County Legislature  
**From:** Bruce A. Hidley, County Clerk  
**Subject:** Request for permission to accept the New York State LGRMIF  
Shared Services Grant money in the amount of \$149,293.  
**Date:** November 22, 2023

Attached is a request for Legislative approval to accept the Local Government Records Management Improvement Fund (LGRMIF) Shared Services Grant for the period July 1, 2023 thru June 30, 2024. The New York State Education Department has announced that Albany County, in cooperation with the Village of Menands, has been awarded grant funding in the amount of \$149,293.

We have received a number of these discretionary grants since 1989, most recently for funds to help finance the capital costs associated with the digitizing and indexing of the Albany County Penitentiary Records, as well as the digitizing and indexing of the Town of Guilderland's Vital Records, Town Board Meeting Minutes, and Payroll Records.

The Albany County Hall of Records, in partnership with the County's IT Department and the Village of Menands, will be utilizing this grant money to assist with the digitization and indexing of the Albany County Declarations of Intention Volumes, along with the Vital Records, Payroll Records, and Town Board Meeting Minutes for the Village of Menands. The newly digitized records will be stored in Albany County's Laserfiche Rio Electronic Content Management System. This will result in greater security and ease of access for and to these essential records as Albany County continues to fulfill its commitment to Shared Services.

The County Clerk is now seeking full authorization to accept the LGRMIF grant, as well as a budget amendment in the amount of \$149,293.

Thank you for your attention to this matter and please feel free to contact me if I can provide any further information.

cc: Dennis Feeney, Majority Leader, Kevin Cannizzaro, Counsel  
Frank Mauriello, Minority Leader, Arnis Zilgme, Counsel