

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 09 - 39

**A RESOLUTION ESTABLISHING THE POLICY FOR THE
RELEASE OF SELECTED FINANCIAL INFORMATION**

BE IT RESOLVED THAT the Board of Supervisors hereby establishes the following policy with regard to the release of selective financial information.

1. A copy of the Treasurer's Report, which summarizes the revenue and expenses for the major budget items in draft form for the preceding 1-3 weeks, will be available for public inspection at the meeting at which the report will be discussed by the Board.
2. A copy of the draft Expenditures Register detailing the bills recommended for payment by the Treasurer will be available for public inspection at the meeting at which the report will be discussed by the Board.
3. Questions from the public regarding individual invoices will not be discussed during regular Board of Supervisor meetings or workshops. This is to ensure correct information is provided to answer any questions regarding invoices.
4. Any questions regarding the individual invoices shall be made in writing to the Board of Supervisors referencing the Register summary date, page, specific invoice including vendor, and question.
5. The Board will review such requests along with a recommendation from staff, and direct a response in a timely manner. All responses will be in writing.
6. The Township will charge the general reproduction fee for any copies of the approved Register requested.
7. The Township reserves the right to redact any data from the Register permitted by the Right to Know Law.
8. All written requests and responses from the Board will be made part of the public record.

(Signatures on page 2)