



PROTHONOTARY OF BERKS COUNTY
Jonathan K. Del Collo, Prothonotary

2022 PROTHONOTARY OFFICE ACCOMPLISHMENTS

1. DIGITIZATION OF HISTORICAL & GENEALOGICAL RECORDS

89,899 pages of the office's historical records were digitized in 2022. We continue working to digitize more records quickly, but accurately, before they fade away forever.

Since we began digitizing our historical and genealogical records back in 2018, we have digitized a total of **869,688** pages of records!

2. SAVING BERKS TAXPAYERS MONEY

The Prothonotary's Office continues to save Berks County taxpayers money due to the successful efficiencies created by ongoing cross-training of our staff and eliminating and not filling budgeted positions.

In 2022, we saved taxpayers another **\$336,207**. The combined savings to Berks County taxpayers during my tenure as Prothonotary has now exceeded a million dollars, with total savings at the end of 2022 coming in at **\$1,086,301**.

3. USE OF OUR MOBILE APP CONTINUES

In June 2022, we celebrated the ***third*** anniversary of our mobile application. Our mobile app is very useful in getting information out to our customers and Berks County citizens. As of the end of 2022, over **12,000 downloads** of our app have been made! About **1000 plus visits a week** are made to our app and we are looking to increase visitation in 2023 by adding some history and other useful features. The app is

available for free in the Apple App Store (for Apple users) and the Google Play Store (for Android users).

4. OFFICE RENOVATIONS & IMPROVEMENTS

Last year was a great year for renovations in the Prothonotary's Office. Following is a listing of the major renovations and improvements that have been completed:

- A new back research room for our older docket and index books and plenty of counter space. This room is adorned with historic photos that were once the property of former Berks County President Judge Paul Schaeffer. These photos were donated by Mrs. Dottie Schaeffer, widow of former President Judge Forrest Schaeffer, who was a nephew of Judge Paul Schaeffer.
- A completely made over main office filing area, complete with a new handicapped accessible counter, protective glass, and better queuing for customers. Counters were moved forward to give team members more room to work comfortably. The large metal bookcases were carefully relocated to the back research room. The cabinets interfered with the flow of traffic in and out of the office and were in place since the Prothonotary's Office was constructed in 1931-32. The result is a much wide open and inviting space.
- Installation of new state-of-the-art cubicles for our team members. Unlike our older, antiquated 30-year-old cubicles, our new workstations face our counters. As a result, we will be able to see our customers entering our office so that we can immediately serve them.
- The installation of additional doors and entranceways providing easier access for team members and more office security. Before our renovation, access to our office could be gained rather easily through several small, unlocked gates, making the unsecure. These gates were removed, and the new doors and entranceways are now locked.
- A complete office painting facelift with a much brighter and more inviting look for our team members and customers.
- A partial kitchen/file storage area makeover with a new sink and cabinets. This area will continue to be improved in the future as we transform it into a meeting area.

All our renovation work was accomplished thanks to the hardworking staff of the **Berks County Facilities and Operations Department**.