
A BILL FOR AN ACT

RELATING TO PUBLIC AGENCY MEETINGS.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. The legislature finds that the requirement of
2 boards to keep written minutes of all meetings should be updated
3 to reflect technological advancements. It is currently
4 difficult for boards to find and retain staff with the
5 stenographic experience necessary to keep written minutes as
6 fewer individuals have those qualifications and those who do
7 obtain such qualifications quickly seek out much higher paying
8 positions in the court system. It is also now possible to keep
9 minutes through analog and digital recording means, and to make
10 minutes publicly available in those forms. The legislature
11 finds that updating this requirement will only serve to enhance
12 the public's ability to access the minutes of board meetings.

13 The purpose of this Act is to allow board minutes to be
14 kept by written or recorded means.

15 SECTION 2. Section 92-9, Hawaii Revised Statutes, is
16 amended by amending subsection (a) to read as follows:

17 "(a) The board shall keep [~~written~~] minutes of all
18 meetings[-]; provided that the minutes may be written or



1 recorded by analog or digital means; provided further that if
2 the minutes are recorded by analog or digital means, a written
3 summary of the recording shall accompany the recording. Unless
4 otherwise required by law, neither a full transcript nor a
5 recording of the meeting is required, but the [~~written~~] minutes
6 shall give a true reflection of the matters discussed at the
7 meeting and the views of the participants. The minutes shall
8 include, but need not be limited to:

- 9 (1) The date, time and place of the meeting;
- 10 (2) The members of the board recorded as either present or
11 absent;
- 12 (3) The substance of all matters proposed, discussed, or
13 decided; and a record, by individual member, of any
14 votes taken; and
- 15 (4) Any other information that any member of the board
16 requests be included or reflected in the minutes."

17 SECTION 3. Statutory material to be repealed is bracketed
18 and stricken. New statutory material is underscored.

19 SECTION 4. This Act shall take effect on July 1, 2050.

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Report Title:

Public Agency Meetings; Minutes

Description:

Allows the minutes at public agency meetings to be kept by written or recorded means, providing that a written summary shall accompany minutes kept by analog or digital means. Effective July 1, 2050. (SD1)

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