



STATE OF KANSAS

Office of the Attorney General

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CURT T. SCHNEIDER
Attorney General

August 11, 1975

ATTORNEY GENERAL OPINION NO. 75- 321

The Honorable Tweed W. Ross
Mayor of Hanover
Office of the City Clerk
Hanover, Kansas

Re: Open Meetings--Agenda

Synopsis: Copies of any agenda which is prepared for members of the governing body must, under 1975 amendments to the open meeting law, be available to members of the public upon request.

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Dear Mayor Ross:

I have your letter of July 25, inquiring concerning the Kansas open meeting law. K.S.A. 1974 Supp. 75-4318 was amended by ch. 455, L. 1975, to require that

"[p]rior to any meeting hereinabove mentioned, any agenda relating to the business to be transacted at such meeting shall be made available to any person requesting said agenda."

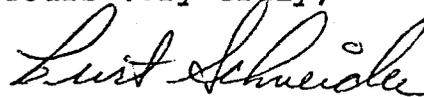
You ask what must be included in the agenda, and more specifically, whether a list itemizing the general subjects to be discussed is sufficient, or whether the entire document which is furnished to members of the governing body must be furnished to members of the public upon request. The term "agenda" is not defined by the statute, and hence, we can only construe the quoted statutory language above. The statute requires that "any agenda relating

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to the business to be transacted" to be available. If an agenda is prepared for members of the governing body, that same agenda should be available to members of the public, in my opinion.

There may be instances in which the agenda which is furnished to members of the governing body may be accompanied by other documents, such as reports, applications, supporting documentation, and the like, for their use in preparing for and transacting the business of the meeting to come. These documents need not be furnished to persons requesting the agenda, but certainly, it is my view that the agenda itself which is prepared for members of the governing body should be available to members of the public upon request.

Yours very truly,



CURT T. SCHNEIDER
Attorney General

CTS:JRM:kj