



Title 25. Definitions and General Provisions

Oklahoma Statutes Citationized

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Chapter 8 - Public Meetings

Oklahoma Open Meeting Act

Section 312 - Written Minutes

Cite as: O.S. §, \_\_\_

A. The proceedings of a public body shall be kept by a person so designated by such public body in the form of written minutes which shall be an official summary of the proceedings showing clearly those members present and absent, all matters considered by the public body, and all actions taken by such public body. The minutes of each meeting shall be open to public inspection and shall reflect the manner and time of notice required by this act.

B. In the written minutes of an emergency meeting, the nature of the emergency and the proceedings occurring at such meeting, including reasons for declaring such emergency meeting, shall be included.

C. Any person attending a public meeting may record the proceedings of said meeting by videotape, audiotape or by any other method; providing, however, such recording shall not interfere with the conduct of the meeting.

**Historical Data**

Laws 1977, HB 1416, c. 214, § 12, eff. October 1, 1977; Amended by Laws 1992, SB 832, c. 78, § 1, emerg. eff. April 13, 1992.

**Citationizer<sup>®</sup> Summary of Documents Citing This Document**

<i>Cite Name</i>	<i>Level</i>
<b>Oklahoma Attorney General's Opinions</b>	
<i>Cite</i>	<i>Name</i>
<i>Level</i>	
<a href="#"><u>2012 OK AG 24</u></a>	<a href="#"><u>Question Submitted by: Commissioner Dana L. Murphy, Oklahoma Corporation Commission</u></a>
	<i>Discussed at Length</i>
<a href="#"><u>2017 OK AG 12</u></a>	<a href="#"><u>Question Submitted by: Kimberly Glazier, Executive Director, Oklahoma Board of Nursing</u></a>
	<i>Cited</i>
<a href="#"><u>1981 OK AG 188</u></a>	<a href="#"><u>Question Submitted by: The Honorable Tom Daxon, State Auditor and Inspector</u></a>
	<i>Cited</i>
<a href="#"><u>1992 OK AG 23</u></a>	<a href="#"><u>Question Submitted by: The Honorable Robert H. Macy, District Attorney, Oklahoma County</u></a>
	<i>Cited</i>
<a href="#"><u>1996 OK AG 100</u></a>	<a href="#"><u>Question Submitted by: The Honorable Jari Askins, State Representative, District 50</u></a>
	<i>Cited</i>
<b>Oklahoma Court of Civil Appeals Cases</b>	
<i>Cite</i>	<i>Name</i>
<i>Level</i>	
<a href="#"><u>1996 OK CIV APP 37, 917 P.2d 483, 67 OBJ 1698</u></a>	<a href="#"><u>Bd. Of Medical Licensure v. Miglaccio</u></a>
	<i>Cited</i>
<b>Oklahoma Supreme Court Cases</b>	
<i>Cite</i>	<i>Name</i>
<i>Level</i>	
<a href="#"><u>1980 OK 45, 611 P.2d 628</u></a>	<a href="#"><u>Berry v. Board of Governors of Registered Dentists of Oklahoma</u></a>
	<i>Cited</i>

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None Found.

