

# NOTICE OF MEETING AND AGENDA

**December 20, 2023, 10:00 a.m. Eastern Time**

**Indiana Archives and Records Administration**

**Meeting Location:** Indiana Government Center South, Conference Center Room 12

## MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

### I. CALL TO ORDER

### II. ROLL CALL

### III. DATE OF NEXT MEETING – January 31, 2024 at 10:00 a.m.

1. **Meeting dates for 2024:** January 31, February 28, no March meeting, April 24, May 29, June 19, no July meeting, August 28, September 25, October 30, no November meeting, December 18.
2. **We do not yet know the room assignments;** IARA will update the Committee and the [OCPR web page](#) when we receive that information from the Conference Center.

### IV. APPROVAL OF MINUTES – October 25, 2023

### V. DIRECTOR'S REPORT – Chandler Lighty, Executive Director

### VI. OLD BUSINESS

1. Public Access Request Portal

### VII. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action needed)

1. Department of Revenue/Bankruptcy Division
2. Utility Regulatory Commission

### VIII. NEW BUSINESS

1. None scheduled.

### IX. MEETING ADJOURNMENT