



Agenda Memorandum

Library Meeting
December 18, 2025

Subject: SB 74 - Open Meeting Law Review

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Background of Issue:

SB74 was approved at the 2025 Legislature - Annual Review of Open Meeting Laws. In an effort to reinforce transparency and promote good governance, municipalities must review the Open Meeting Laws brochure annually during a meeting.

Codified Law: **1-25-13. Annual review of open meeting laws--Acknowledgment.** Any agency, as defined in § 1-26-1, or political subdivision of this state, that is required to provide public notice of its meetings pursuant to § 1-25-1.1 or 1-25-1.3 must annually review the following, during an official meeting of the agency or subdivision:

- (1) The explanation of the open meeting laws of this state published by the attorney general, pursuant to § 1-11-1; and
- (2) Any other material pertaining to the open meeting laws of this state provided by the attorney general. The agency or subdivision must include in the minutes of the official meeting an acknowledgement that the review was completed.

The 2025 Open Meeting Law Brochure is available and is Prepared by the SD Attorney General's Office in Partnership with the SD News Media Association.

Distribute the Brochure: Provide copies of the open meetings laws brochure to all governing board members in advance or at the meeting.

Record in the Minutes: Ensure that the official meeting minutes note that the review occurred, including the date and acknowledgment that the brochure was discussed.

Recommendation

Receive report regarding Open Meeting Law Review. No action is necessary; record in minutes that the review occurred.

ATTACHMENTS:

[Open Meetings Law 2025.pdf](#)