

57 approved by the public body that held the open meeting.

58 ~~[(iii)]~~ (iv) "Specified local public body" means a legislative body of a county, city, or
59 town.

60 ~~[(iv)]~~ (v) "State public body" means a public body that is an administrative, advisory,
61 executive, or legislative body of the state.

62 ~~[(v)]~~ (vi) "Website" means the Utah Public Notice Website created under Section
63 [63F-1-701](#).

64 (b) Pending minutes, approved minutes, and a recording of a public meeting are public
65 records under Title 63G, Chapter 2, Government Records Access and Management Act.

66 (c) Pending minutes shall contain a clear indication that the public body has not yet
67 approved the minutes or that the minutes are subject to change until the public body approves
68 them.

69 (d) A state public body and a specified local public body shall require an individual
70 who ~~§→~~, at an open meeting of the public body, ~~←§~~ publicly presents or provides electronic
70a information ~~§→~~ [at an open meeting of the public body], relating to an item on the public body's
70b meeting agenda, ~~←§~~
71 to provide the public body, at the time of the meeting, an electronic or hard copy of the
72 electronic information for inclusion in the public record.

73 ~~[(d)]~~ (e) A state public body shall:

74 (i) make pending minutes available to the public within 30 days after holding the open
75 meeting that is the subject of the pending minutes;

76 (ii) within three business days after approving written minutes of an open meeting, post
77 to the website and make available to the public at the public body's primary office a copy of the
78 approved minutes and any public materials distributed at the meeting; and

79 (iii) within three business days after holding an open meeting, post on the website an
80 audio recording of the open meeting, or a link to the recording.

81 ~~[(e)]~~ (f) (i) A specified local public body shall:

82 (A) make pending minutes available to the public within 30 days after holding the open
83 meeting that is the subject of the pending minutes;

84 (B) subject to Subsection (4)~~[(e)]~~(f)(ii), within three business days after approving
85 written minutes of an open meeting, post to the website and make available to the public at the
86 public body's primary office a copy of the approved minutes and any public materials
87 distributed at the meeting; and