

---

# Wisconsin Legislative Council

## ACT MEMO

---



**Prepared by:** Katie Bender-Olson, Senior Staff Attorney

June 4, 2021

**2021 Wisconsin Act 38**  
[2021 Senate Bill 208]

**Publication of Elections  
Commission Meeting Minutes**

### 2021 WISCONSIN ACT 38

Wisconsin Act 38 requires the Wisconsin Elections Commission (Commission) to post its meeting minutes within a particular timeframe and to include particular content. Under the act, the Commission must post draft minutes of each meeting or hearing conducted in open session within 48 hours after the meeting or hearing ends, and must post approved minutes within 48 hours of the approval. The Commission may indicate whether the posted minutes have been approved or are in draft form, and must maintain minutes on its website so that they are publicly accessible at all times.

The act also specifies that meeting minutes must include the following: (1) a summary of every action the Commission voted on; (2) a record of each member's vote for or against every action requiring a vote; (3) a record of all motions and seconds made by each member; (4) the full text of each motion debated and voted on by the Commission; and (5) a record of each member's status as being present or absent for any part of a meeting or hearing.

**Effective date:** May 23, 2021

KBO:mca;ksm