**Advisory Board for the Louisiana State Archives – Meeting Agenda**

December 8, 2020 at 2:00 p.m.

1. Welcome: First Assistant Secretary of State Nancy Landry
2. Member Introductions: Catherine Newsome
3. New Business: Catherine Newsome
   1. Reformation of Board
      1. Act 436 – La. R.S. 44:428
      2. Duties of the Board
      3. Duties of the Members
   2. Obligation of Members
      1. Oath
      2. Code of Ethics
      3. Term
      4. Officers
         1. Chairman
         2. Vice Chairman
   3. Special Assistance
      1. Records Officer
      2. Minute Keeper
   4. Future Meetings (Meets Quarterly)
4. Call for Items of Discussion
5. Adjournment: Nancy Landry