



STATE OF INDIANA

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October 23, 2026

Re: Complaint 26-FC-200
Laura Lopez (Complainant) v.
Whiting Public Library (Respondent)

This advisory opinion is issued in response to the above-referenced complaint filed on April 15, 2026.

A Notice of Complaint, along with a copy of the complaint, was sent to the Respondent on April 30, 2026, requesting a formal response by May 26, 2026. Respondent did not provide a formal written response. Respondent did send this office documents it believes satisfied Complainant's APRA request. These documents were forwarded to Complainant. Complainant asserted that these documents did not satisfy her request.

The complaint alleges that Respondent violated the Access to Public Records Act (APRA) when it failed to comply with Complainant's APRA request in a reasonable time.

ANALYSIS

The public policy of APRA states that "[p]roviding persons with information is an essential function of a representative government and an integral part of the routine duties of public officials and employees, whose duty it is to provide the information." Indiana Code (IC) 5-14-3-1.

Respondent is a public agency for purposes of APRA; and therefore, subject to the requirements. IC 5-14-3-2(s). As a result, unless an exception applies, any person has the right to inspect and copy Respondent's public records during regular business hours. IC 5-14- 3-3(a).

On April 1, 2026, Complainant requested to examine certain records maintained by Respondent. These records included the 2026 financial reports and 2026 register for claims. Respondent did not produce the

requested records for inspection on or by April 15, 2026. On April 15, 2026, Complainant filed a complaint with this office, arguing that Respondent had failed to comply with APRA when it failed to produce the requested documents within a reasonable time.

If a public agency does not deny an APRA request, within a reasonable time after the request is received by the agency, the public agency shall either:

- (1) Provide the requested copies to the person making the request; or*
- (2) Allow the person to make copies:*
 - (A) on the agency's equipment; or*
 - (B) on the person's own equipment.*

IC 5-14-3-3(b).

APRA does not define the term "reasonable time". This office has consistently provided guidance on what would be considered a reasonable time for purposes of compliance with the APRA provisions. An informal benchmark this office observes for a typical response time would be thirty (30) days from the receipt of the request. *Opinion of the Public Access Counselor 20-FC-87.*

This office notes that, as of the time of Complainant's complaint, 15 days had passed since her request had been made. As of April 30, 2026, Respondent is providing responsive documents in an effort to comply with Complainant's request. Accordingly, this office opines that Respondent has not failed to comply with the request within a reasonable time.

CONCLUSION

This office finds that Respondent did not violate APRA as alleged in the complaint.

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