

CHAPTER XL.

An Act Providing for Recording, Printing and Distributing the Journals of the Legislature, and the Laws and Public Documents.

- SECTION 1.** Secretary of Senate and Clerk of House of Representatives to keep journals of their respective Houses—when to be delivered to printer.
2. What shall not be recorded in journals.
 3. Each printed journal to have an appendix—what to consist of.
 4. To preserve all documents—deliver said copies to printer—number of copies to be printed.
 5. Who to make index to journals.
 6. County, township, city and village officers when to report.
 7. When to make annual report—fiscal year, when to commence.
 8. Publication of annual documents—number of copies.
 9. Annual message of Governor to be printed in pamphlet form—number of copies.
 10. Annual documents to be bound in one volume—number of copies.
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 12. Officers entitled to copies of journals.
 13. Officers entitled to copies of laws.
 14. Duty of Secretary of State when laws and journals are completed.
 15. Duty of county auditors.
 16. Secretary of State to deliver copies to the several Departments—number to each.
 17. Manner and style of printing and binding laws, journals, and executive documents.
 18. Disposition of laws, journals, and executive documents not distributed.
 19. All acts inconsistent with this Act are repealed.
 20. Act, when to take effect.

Be it enacted by the Legislature of the State of Minnesota:

Who to keep
journals of the
legislature—when
to be delivered to
printer

SECTION 1. The secretary of the senate, and the clerk of the house of representatives shall keep a journal of the proceedings of their respective houses. After being read and corrected in the presence of the house to which the journals respectively belong, the proceedings of each day shall be attested by said secretary and clerk, and each journal shall be recorded in books to be furnished for that purpose by the Secretary of State. After the journals are recorded in these books, said books shall be deposited with the Secretary of State, who shall carefully preserve the same, and said records shall be considered the true and authentic journals. The original daily journals as kept, corrected and attested, shall be delivered by the secretary of the senate and the clerk of the house to the person authorized by law to print the same, within thirty

days after the adjournment of each general or special session of the legislature.

SEC. 2. No executive message, address, or communication of any state officer, or board of officers, no report of the superintendent or other officers of any institution or building, no petition or memorial, no argumentative or voluminous report of any standing or select committee of either house, or joint committee of both houses, no special report of any officer or board of officers, made in reply to any joint resolution of both houses, nor any other long or voluminous document, except amendments to the constitution and to bills and resolutions, and the protests of members of either house against any act or resolution thereof shall be entered at length upon the journals or recorded in the record provided for in the foregoing section.

What shall not be recorded in journals

SEC. 3. The journals shall be printed as kept and recorded, and to each printed journal there shall be an appendix in which shall be printed all such petitions and memorials, and all such reports of committees, and all such special reports, and communications of all officers or boards of officers, as may be laid before either or both houses, and all such other papers and documents as may be laid before either or both houses in writing unless the printing thereof is otherwise provided for in this Act; *Provided*, That no paper or document shall be printed in either appendix unless the house before which such paper or document shall be laid, shall expressly order the same to be printed in the appendix of the journal of such house; and if any paper or document be laid before both houses and be ordered to be printed by both houses, the same shall be printed only in the appendix to the senate journal. The abstract of votes for Governor and other state officers, shall be printed in the appendix to the senate journal, and the standing rules in the appendix to each journal without an order by either or both houses.

Appendix to journals—what to consist of

SEC. 4. The secretary of the senate and clerk of the house shall carefully preserve, during the session, all such papers and documents as may be laid before the house of which he is secretary or clerk, and such of them as may be ordered by such house to be printed, he shall forthwith deliver to the printer for his use in printing the same, and the printer shall immediately print two

Preserve all documents.

Deliver copies to
printer—number
of copies to be
printed

hundred and forty copies of the same, of which number each of the executive officers shall receive one, and the librarian five, which he shall preserve. No extra copies of any such paper or document shall be printed, except the same be ordered by joint resolution, passed within three days of the day on which the two hundred and forty copies of the same are printed and delivered to the secretary or clerk, and if extra copies be so ordered, the printer shall print the same without any charge for composition for such extra copies; *Provided*, that all printing done by the order of either branch of the legislature, or by joint resolution, or by virtue of any law authorizing the same, shall be printed as solid matter. The secretary and clerk shall keep a correct list of all papers and documents of which extra copies shall be ordered to be printed, and also of all such as may be ordered to be printed in the appendix to the journal of the house of which he is secretary or clerk, and shall furnish the printer with copies of such lists whenever requested by the printer so to do, and if any such paper or document be ordered to be printed in the appendix to either journal before the same is delivered to the printer, the secretary or clerk having charge of the same, shall endorse upon it, before sending it to the printer, these words, "ordered to be printed in the appendix," and if any such paper or document be ordered to be printed in either appendix within three days after the same has been printed for the use of the legislature, then no charge for composition shall be made for printing the same in the appendix.

Who to make in-
dex to journal

SEC. 5. The secretary of the senate and the clerk of the house shall each make out a correct index to the journal kept by them respectively, and also of its appendix, and deliver the same to the printer, who shall print the same at the close of the appropriate volume.

Officers when to
report

SEC. 6. All county, township, city and village officers, and all officers and boards of officers of all state institutions and buildings, and all officers connected with the public works of the state, and all corporations (except such as by their charter are required to make their reports at some other specified time,) which are now or may hereafter be required by law to make annual reports for any purpose to any state officer or officers, shall make out the same on or before the fifth day of November of each year, and forthwith transmit the same to the proper

officer or officers. For the purpose of making out all such reports as come within the provisions of this section, the year shall begin on the first day of November of each year, and end on the first day of October of the succeeding year.

SEC. 7. All state officers and boards of officers, and the officers of all such institutions and buildings as are now or may hereafter be required to make annual reports to the legislature, or to the Governor, shall hereafter make such reports to the Governor on or before the fifth day of December of each year; and for the purpose of making out such reports as come within the provisions of this section, the fiscal year for this state is hereby declared to begin on the first day of December of each year, and to end on the last day of November of the succeeding year. The Governor, upon receiving such reports as are mentioned in this section, shall cause the same forthwith to be printed by the person authorized to execute the state printing for the current year; and the Governor shall lay before the legislature all such reports in printed form, at the same time he lays before it his annual message.

When to make
annual report—
fiscal year when
to commence

SEC. 8. There shall be printed under the provisions of the foregoing section, in pamphlet form, and covered in brochure covers, the following numbers of each of the following documents, to wit: Auditor of State's report, five hundred copies; Treasurer of State's report, five hundred copies; Secretary of State's report, five hundred copies; Attorney General's report, five hundred copies; report of the Superintendent of Public Instruction, five hundred copies; report of the Regents of the University, five hundred copies; report of the Trustees of the State Normal School, five hundred copies; report of the Warden of the State Prison, five hundred copies; report of the Adjutant General, three hundred copies. Said reports when thus printed, to be used as may be directed from time to time by joint resolution of the legislature.

Publication of
annual reports—
number of copies

SEC. 9. All regular messages of the Governor, and all inaugural addresses of the Governors elect, shall be printed in pamphlet form, and there shall be printed in such form for the Governor's use, one hundred copies thereof; and for the legislature four hundred copies,

Number copies of
annual message
of Governor

without any order by either or both houses for the printing thereof.

Annual documents to be bound in one volume—number of copies

SEC. 10. At the same time that the documents mentioned in the two preceding sections, shall be printed in pamphlet form, there shall be printed on the same type on which said pamphlet form of said documents shall be printed three hundred copies of each document named in said two preceding sections, which shall be bound together in a volume, which shall be styled "executive documents." The paging of said documents shall be consecutive. The Secretary of State shall make out an index of said volume of executive documents, which he shall deliver to the printer, who shall print the same at the close of said volume. There shall be no charge for composition for printing the number of copies of said executive documents necessary for the volume herein provided for, and none of them shall be printed otherwise than is provided in this and the two preceding sections of this Act.

Number copies of laws and journals

SEC. 11. There shall be three hundred copies of each journal and appendix printed. There shall be five thousand copies of the laws and joint resolutions printed, and all the laws, local and general, and joint resolutions printed, shall be bound in the same volume.

Who entitled to copies of journals

SEC. 12. Each member and officer of the legislature, for himself, and each clerk of each court of record, and each county auditor, for the use of their offices respectively, shall be entitled to one copy of each journal and appendix and the volume of executive documents. Each university, college, academy, or other literary institutions, which now is or may hereafter be established in this State, shall be entitled to one copy of the laws passed at each session of the legislature, and also to one copy of each journal and appendix, and one copy of executive documents.

Who entitled to copies of laws

SEC. 13. Each member and officer of the legislature, for himself, each judge and each clerk of each court of record, each justice of the peace, constable, chairman of the board of township supervisors, township clerk, each mayor, auditor, treasurer, clerk, recorder, (or alderman or trustee of any ward,) in any city or incorporated village; each county auditor, treasurer, recorder, sheriff, prosecuting attorney, surveyor, coroner and county commissioner, shall be entitled to receive one copy of the

laws passed at each session of the legislature, for their use while filling such offices; but every such officer, (except members and officers of the legislature), as may by virtue of his office receive a copy of the laws, journals or executive documents for his use, while filling such office, shall deliver the same to his successor in office, for his use while filling such office, and if any such person shall refuse, on demand being made, to deliver them to his successor in office, such person so refusing, shall forfeit and pay any sum not less than five nor more than fifteen dollars, to be recovered in an action brought by the successor in office of such person, in the name of the State of Minnesota, (for the use of the county where such action is brought), before any justice of the peace of such county.

SEC. 14. The Secretary of State shall, as soon as the laws, journals and executive documents of each session are printed and ready for distribution, box up the number of each, to which each county may be entitled, together with such number of extra copies of the laws for sale, as he may deem sufficient to supply the demand for the same and forward the same by public conveyance to the auditor of the county. If any county seat be so situated that the laws, journals and documents cannot be sent to the same by public conveyance, they shall be forwarded to a secure place as near such county seat as practicable, and the Secretary of State shall notify the county auditor in writing, of the delivery of the same at such point, and the county auditor shall contract with some person to convey the same to the county seat. The treasurer of each county shall, on the order of the auditor, pay the charges for the conveyance of the same from Saint Paul to such county seat, and he shall take triplicate receipts therefor, one of which he shall file with the county auditor, and the other two he shall forward to the Secretary of State, one of which he shall file with the Auditor of State, who shall thereupon issue his warrant on the Treasurer of State, for the amount thereof, who shall pay the same to the Secretary of State out of any money appropriated for that purpose which may be in the treasury, and the Secretary of State shall remit the same to the county treasurer.

Duty of Secretary
of State when
laws and journals
are completed

SEC. 15. The county auditor shall deliver the laws, journals and documents to such persons and institutions

Diry of County
Auditors

as may be entitled to receive them, when requested so to do, and shall take receipt therefor, and file the same in his office, subject to inspection. All such copies of the laws as may be forwarded to any county for sale, shall be delivered by the auditor to the clerk of the district court, and the auditor shall take his receipt therefor, and file the same with the receipts aforesaid, and the auditor shall likewise charge the said clerk with such laws, in a book kept for such purpose in his office, at the actual cash cost of the same, which actual cost shall be ascertained by the Secretary of State, who shall notify the county auditor thereof, and the clerk shall sell said laws at the actual cost, and quarter yearly, after he has received the same, shall pay all moneys which may come into his hands from such sales into the county treasury, and all such money shall be considered a part of the general revenue of the county. All copies of the laws which shall not be disposed of to persons or institutions entitled to the same, or which may not be sold, shall be carefully preserved by the clerk, to be delivered to the officers of any new township, or newly incorporated village, or to such officers entitled thereto as may by any unavoidable accident have lost their copies of the same.

Number of copies
to be delivered
to the several de-
partments

Sec. 16. The Secretary of State shall deliver to the Governor, for his own use, two copies of the laws, and one copy of the journals and documents; he shall deliver to the Auditor of State and Treasurer of State each, three copies of the laws and one of the journals and documents; to the Attorney General, each trustee or superintendent of any state benevolent institution, each Director and Warden of the Penitentiary, one copy of the same; to the Clerk of the Supreme Court one copy; and the Superintendent of Public Instruction shall receive one copy of the same; and the Secretary of State shall furnish the Governor with such number of copies of each as will be necessary to furnish each State and each of the Departments and Territories of the United States and the General Government of the United States with a copy; and the Secretary of State shall furnish the State Librarian with five copies of each, for the use of the library.

Style of printing
and binding laws,
journals and ex-
ecutive docu-
ments

SEC. 17. The laws and journals required by this Act to be printed and put up in book form shall all be bound in brochure covers, and the executive documents shall be bound in quarter binding; and each journal and its appropriate appendix shall be bound in the same volume.

SEC. 18. All copies of the journals, executive documents and laws which shall not be distributed under the provisions of this Act, shall be preserved by the Secretary of State subject to future distribution by law. Disposition of documents not distributed

SEC. 19. All acts and parts of acts inconsistent with the provisions of this Act, are hereby repealed. Repeal of acts inconsistent with this

SEC. 20. This Act shall take effect and be in force from and after its passage; *Provided*, That nothing contained in this section [Act] shall be so construed as to compel the paging of the volume of executive documents for the year one thousand eight hundred and sixty-one to be consecutive, as provided for in section ten of this Act.

Approved March 7th, A. D. 1861.

CHAPTER XLI.

An Act in Relation to Printing the Laws.

- SECTION 1. Laws to be published without certificates attached thereto.
 2. General certificate of Secretary of State to be attached at the end of each volume.

Be it enacted by the Legislature of the State of Minnesota:

SECTION 1. All laws printed or published by authority of this State, shall be printed or published without any certificates or additions to the same, except the word "approved," and the date of said approval. Laws to be published without certificate attached

SEC. 2. In each volume of the session laws hereafter published, there shall be a general certificate made by the Secretary of State, to the effect that all the laws, memorials and resolutions contained therein, have been compared by him with the originals thereof, in his office, and that they are correct copies thereof. General certificate to be attached at the end of each volume

Approved March 6th, A. D. 1861.