

CHAPTER 5

SECRETARY OF STATE

<p>Sec. 5.01 Custodian of records and state seal 5.02 Assistants 5.03 Clerk of government surveys 5.04 Appointment; salary 5.05 Duties of secretary</p>	<p>Sec. 5.06 Notice of ratification of amendment to constitution of United States 5.07 Oaths and acknowledgments by secretary of state</p>
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5.01 CUSTODIAN OF RECORDS AND STATE SEAL. The secretary of state shall be the custodian of the state seal and of all records and documents of the state not expressly required by law to be kept by other state officials.

[R. L. s. 30] (59)

5.02 ASSISTANTS. The secretary of state shall appoint an assistant secretary of state, who shall perform all the duties of the office when the secretary is absent or disabled. He may also employ a chief clerk, a recording clerk, and a stenographer, who, besides the duties indicated by their titles, shall perform such services in connection with the office as the secretary or his assistant may require.

[R. L. s. 31] (60)

5.03 CLERK OF GOVERNMENT SURVEYS. There is hereby created in the office of the secretary of state the position of clerk of government surveys and documents for the purpose of receiving and for the safe-keeping of all the records and archives of the office of United States surveyor general for the state as soon as they shall be received from the commissioner of the general land office at Washington, D. C.

[1907 c. 416 s. 1; 1921 c. 197] (61)

5.04 APPOINTMENT; SALARY. The secretary of state is hereby empowered to appoint some suitable person clerk of government surveys and documents, the salary of whom shall not exceed \$2,500 per year, and to appoint some suitable person as stenographer in such department at a salary of \$900.00 per year, which sums are hereby annually appropriated out of any funds in the state treasury not otherwise appropriated.

[1907 c. 416 s. 2; 1921 c. 197] (62)

5.05 DUTIES OF SECRETARY. The secretary of state shall cause the legislative chambers and committee rooms to be prepared for the holding of the sessions of the legislature, and shall attend, at the beginning of each regular session, to call the members of the house of representatives to order and to preside until a speaker is elected.

[R. L. s. 32] (63)

5.06 NOTICE OF RATIFICATION OF AMENDMENT TO CONSTITUTION OF UNITED STATES. When the legislature shall ratify any amendment to the Constitution of the United States which shall be proposed by congress, as provided by the Constitution of the United States, it shall be the duty of the secretary of state forthwith to transmit to the secretary of state of the United States government official notice thereof. Such notice shall include the official certificate of the secretary of state of the action of the legislature ratifying any such amendment under the hand of the secretary of state and attested by the great seal of the state.

[Ex. 1912 c. 13 s. 1] (64)

5.07 OATHS AND ACKNOWLEDGMENTS BY SECRETARY OF STATE. The secretary of state shall have power to administer oaths and take acknowledgments and to certify the same, appending the great seal of the state as the seal of his office.

[1927 c. 60 s. 1] (64-1)