

SECRETARY OF STATE

FINANCIAL SUMMARY

	FY 2008 EXPENDITURE	FY 2009 APPROPRIATION	GOVERNOR RECOMMENDED FY 2010
Administration	\$ 16,378,661	\$ 17,462,253	\$ 21,645,325
Elections	11,388,767	19,655,738	18,164,547
Record Preservation Programs	355,823	846,210	853,468
Missouri Library Programs	10,942,132	11,733,156	11,733,156
TOTAL	\$ 39,065,383	\$ 49,697,357	\$ 52,396,496
PERSONAL SERVICE			
General Revenue Fund	7,465,533	7,794,550	8,028,386
Federal Funds	431,165	629,065	647,939
National Endowment for the Humanities Fund	115,319	241,949	249,207
Election Administration Improvement Fund	157,648	261,191	269,027
Secretary of State's Technology Trust Fund Account	216,041	246,009	253,390
Local Records Preservation Fund	718,329	1,042,516	1,073,792
Investor Education and Protection Fund	357,662	400,302	562,538
State Document Preservation Fund	3,556	0	0
EXPENSE AND EQUIPMENT			
General Revenue Fund	6,438,336	6,997,759	6,287,759
Federal Funds	844,645	830,487	830,487
Election Administration Improvement Fund	2,317,635	5,499,990	5,499,990
Secretary of State's Technology Trust Fund Account	2,716,803	3,280,559	6,161,181
Local Records Preservation Fund	204,972	523,149	519,969
Investor Education and Protection Fund	331,929	360,364	645,364
State Document Preservation Fund	3,065	25,000	25,000
Secretary of State - Wolfner State Library Fund	9,614	206,500	14,500
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	12,630,257	10,167,457	10,137,457
Federal Funds	1,730,930	2,362,087	2,362,087
Local Records Preservation Fund	231,036	400,000	400,000
Election Administration Improvement Fund	1,386,640	7,812,977	7,812,977
Election Improvement Revolving Loan Fund	179,648	396,185	396,185
Investors Restitution Fund	574,620	55,000	55,000
Missouri State Archives - St. Louis Trust Fund	0	1	1
State Document Preservation Fund	0	164,260	164,260
TOTAL	\$ 39,065,383	\$ 49,697,357	\$ 52,396,496
General Revenue Fund	26,534,126	24,959,766	24,453,602
Federal Funds	3,006,740	3,821,639	3,840,513
National Endowment for the Humanities Fund	115,319	241,949	249,207
Election Administration Improvement Fund	3,861,923	13,574,158	13,581,994
Election Improvement Revolving Loan Fund	179,648	396,185	396,185
Secretary of State's Technology Trust Fund Account	2,932,844	3,526,568	6,414,571
Local Records Preservation Fund	1,154,337	1,965,665	1,993,761
Investors Restitution Fund	574,620	55,000	55,000
Investor Education and Protection Fund	689,591	760,666	1,207,902
Missouri State Archives - St. Louis Trust Fund	0	1	1
State Document Preservation Fund	6,621	189,260	189,260
Secretary of State - Wolfner State Library Fund	9,614	206,500	14,500
Full-time equivalent employees	263.95	277.30	280.30

ELECTED OFFICIALS SECRETARY OF STATE

ADMINISTRATION

The Office of the Secretary of State is organized as follows:

Administrative Services – provides central budgeting, payroll, human resources, accounting, supplies, and mailroom services for all areas of the office. Responsibilities also include publication of the official manual of the State of Missouri, the Constitution, corporation laws, securities laws, the uniform commercial code manual, notary public laws, trademark laws, primary election returns, and the state and general assembly roster.

Elections Services – prepares ballots, certifies candidates, canvasses election returns, certifies initiative petitions, and maintains the statewide voter registration database.

Record Services – provides for the maintenance, retention, preservation, and disposal of official records of the state and local governments of Missouri.

Administrative Rules and Legal Services – serves as the central filing office for all rules and regulations promulgated by departments of the State of Missouri.

Securities Services – works to protect Missouri investors from fraud and maintains an orderly securities market in the state. The Securities Commissioner administers the Missouri Uniform Securities Act.

Business Services – administers the laws and filings of corporations and non-profit organizations. The division is the central filing office and custodian of all filings on business and professional loans. Additionally, the division commissions public notaries.

Missouri State Library – supports or works in concert with public, academic, and institutional libraries of the state with grant support, consultant services, development of criteria for establishment of libraries, collection development, and resource sharing. The library serves as a research and reference library for state government and the legislature and as the central outlet for census data information.

Wolfner Library for the Blind and Physically Handicapped – provides a variety of Braille, large print books, talking books recorded on cassette and discs, as well as cassette and disc playback equipment for eligible blind, visually impaired, physically disabled, and learning disabled citizens. The federal government, through the National Library Service, provides production of the materials, equipment, and postal charges for their distribution. The State of Missouri pays for staffing and the cost of housing the collections of material and equipment for staff to operate the service.

Fiscal Year 2010 Governor's Recommendations

- \$3,300,000 Secretary of State's Technology Trust Fund Account to replace the current automated business filing system.
- \$490,000 to prepare, publish, and distribute the official manual for the state.
- \$435,228 Investor Education and Protection Fund and three staff to expand investor education and protection services.
- \$311,211 for pay plan, including \$233,836 general revenue.
- \$261,191 federal funds and six staff reallocated from Elections.
- (\$611,378) other funds core reduction for one-time expenditures.
- (\$3,180) Local Records Preservation Fund transferred to the Office of Administration for leasing costs.

ELECTIONS

Initiative, Referendum, and Constitutional Amendments Expenses – funds are provided to allow for the publication of the texts of initiative petitions and referendums in newspapers prior to their consideration by the electorate of the State of Missouri. Payments are made in accordance with Chapter 125, RSMo, for constitutional amendments and Chapter 126, RSMo, for initiative petitions and referendums.

Absentee Ballots – funds are provided to allow for fees and costs for establishing and maintaining the business reply and postage-free mail for absentee envelopes returned by voters, in accordance with Section 115.285, RSMo.

**ELECTED OFFICIALS
SECRETARY OF STATE**

ELECTIONS (Continued)

Election Printing and Federal Election Reform – provisional ballot envelopes must be provided for local election authorities to use in elections of federal candidates, statewide candidates, or statewide issues. In addition, the Elections Division must print and distribute voter registration applications in accordance with federal laws.

Fiscal Year 2010 Governor's Recommendations

- (\$1,230,000) core reduction for one-time expenditures.
- (\$261,191) federal funds and (six) staff reallocated to Administration.

RECORD PRESERVATION PROGRAMS

Local Records Grants – these funds are user fees designated for local records preservation. Missouri local governments submit proposals that address their specific needs in archive/records management. The Historical Records Advisory Board in concert with the Local Records Program Fiscal Grants Officer will establish priorities, implement, and audit the return of money to local governments.

Document Preservation – these funds are private donations designated for preservation of documents of legal, historical, and genealogical importance to the State of Missouri.

Fiscal Year 2010 Governor's Recommendations

- \$7,258 federal funds for pay plan.

MISSOURI LIBRARY PROGRAMS

State Aid for Public Libraries – the Missouri Constitution authorizes the state to support and aid public libraries. Consistent with this authority and the procedure set out in Section 181.060, RSMo, the Missouri State Library distributes funds to eligible public libraries on the basis of population served by the library district. A public library becomes eligible for participation if it has voted a local tax of at least ten cents per one hundred dollars assessed valuation. Local libraries use state funds to supplement local support.

Remote Electronic Access for Libraries – the Remote Electronic Access for Libraries (REAL) project is designed to connect all public libraries in Missouri to each other and the Internet through dedicated data connections. Library patrons will have quick access to resources beyond those available solely within their community.

Literacy Investment for Tomorrow – the Missouri State Library serves as fiscal agent for the state literacy resource center, Literacy Investment for Tomorrow (LIFT) in St. Louis. The center promotes and develops resources for organizations that provide literacy services.

Federal Aid for Public Libraries – the Missouri State Library administers federal grants under the federal Library Services and Construction Act. The library distributes funds to local public libraries for personnel, books, other library materials, and for general operating expenses to develop and improve library services. In addition, funds are available to local groups of libraries for improving local library cooperation. All costs for cooperative projects, except book purchases and building construction, are eligible for funding.

Fiscal Year 2010 Governor's Recommendations

Continue funding at the current level.