

SECRETARY OF STATE

FINANCIAL SUMMARY

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Administration	\$ 13,352,249	\$ 17,407,234	\$ 17,926,972
Elections	13,054,821	13,796,680	16,397,680
Record Preservation Programs	8,399	440,001	475,001
Missouri Library Programs	8,979,579	11,607,701	11,838,251
TOTAL	\$ 35,395,048	\$ 43,251,616	\$ 46,637,904
PERSONAL SERVICE			
General Revenue Fund	7,350,969	7,427,292	7,695,452
Federal Funds	578,836	669,912	685,409
Other Funds	1,285,145	1,972,534	2,087,115
EXPENSE AND EQUIPMENT			
General Revenue Fund	7,067,121	4,783,108	7,336,158
Federal Funds	2,954,813	4,834,274	3,628,014
Other Funds	1,925,381	4,656,513	4,658,513
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	8,029,199	8,637,002	9,037,002
Federal Funds	5,931,465	9,095,980	10,337,240
Other Funds	272,119	1,175,001	1,173,001
TOTAL			
General Revenue Fund	22,447,289	20,847,402	24,068,612
Federal Funds	9,465,114	14,600,166	14,650,663
Other Funds	3,482,645	7,804,048	7,918,629
Total Full-time Equivalent Employees			
General Revenue Fund	241.74	270.30	271.30
Federal Funds	194.42	209.76	210.76
Other Funds	16.19	14.80	14.80
Other Funds	31.13	45.74	45.74

Article IV, Section 14 of the Missouri Constitution describes the duties and responsibilities of the 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.

ELECTED OFFICIALS SECRETARY OF STATE

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 citizens who are blind, visually impaired, physically disabled, or learning disabled. 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 cost of housing the collections of material and equipment for staff to operate the service.

Fiscal Year 2015 Governor's Recommendations

- \$128,424 Investor Education and Protection Fund and two staff to ensure compliance with securities law and prevent fraud.
- \$100,000 to establish a system to electronically track voter registration and ballot materials for certain overseas and military voters pursuant to SB 116 (2013).
- \$79,900 and two staff to review complaints alleging violations of state and federal election laws.
- \$56,000 and one staff for the Safe At Home Program.
- \$138,683 for pay plan, including \$102,818 general revenue.
- \$68,579 for the remaining pay periods of the Fiscal Year 2014 approved pay plan, including \$50,942 general revenue.
- (\$51,848) Investor Education and Protection Fund and (four) staff core reduction from the Fiscal Year 2014 appropriation level.

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.

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 2015 Governor's Recommendations

- \$2,500,000 for publishing the full texts of any statewide ballot measures in local newspapers throughout the state.
- \$101,000 for reimbursement to local election authorities for absentee ballot return postage costs.

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 establish and implement funding priorities 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 2015 Governor's Recommendations

- \$35,000 federal funds to receive grants for the archives and historical records programs.

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.

**ELECTED OFFICIALS
SECRETARY OF STATE**

Library Networking Fund – Section 143.183, RSMo, authorizes the transfer from general revenue of ten percent of the annual estimate of income taxes generated from nonresident athletes and entertainers to the Library Networking Fund for distribution to public libraries for the acquisition of library materials.

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 2015 Governor's Recommendations

- \$300,000 transferred to the Library Networking Fund pursuant to Section 143.183, RSMo.
- (\$69,450) core reduction from the Fiscal Year 2014 appropriation level.