

SECRETARIES OF STATE

**Table 4.18
SECRETARIES OF STATE: CUSTODIAL, PUBLICATION AND LEGISLATIVE DUTIES**

State or other jurisdiction	Custodial				Publication					Legislative			
	Archives state records and regulations	Files state agency rules and regulations	Administers uniform commercial code provisions	Files other corporate documents	State manual or directory	Session laws	State constitution	Statutes	Administrative rules and regulations	Opens legislative sessions (a)	Enrolls or engrosses bills	Retains copies of bills	Registers lobbyists
Alabama.....	★	★	...	★	★	★	★	★	...
Alaska (b).....	...	★	★	...	★	...	★	...	★	...
Arizona.....	★	★	★	★	...	★	★	★	...
Arkansas (c).....	★	★	★	★	...	★	...	★	★	★	...
California.....	★	★	★	★	★	(d)	...	★
Colorado.....	...	★	★	★	★	...	★	★	★
Connecticut.....	★(e)	★	★	★	★	S	...	★	★
Delaware.....	★	★	★	★
Florida.....	★	★	...	★	...	★	★	★	★
Georgia.....	★	★	★	...	★	...	★
Hawaii (b).....	...	★	★	...	★	★	...
Idaho.....	★	...	★	★	★	★	★
Illinois.....	★	★	★	★	★	★	★	...	★	H	...	★	★
Indiana.....	★	★	★	★	H	...	★	...
Iowa.....	★	...	★	★	...	★	★	★	★	...
Kansas.....	...	★	★	★	★	★	★	★
Kentucky.....	★	...	★	★	...	★	★	★	...
Louisiana.....	★	...	★	★	★	★	★	...	★	★	(f)
Maine.....	★	★	★	★	★
Maryland.....	...	★	★	(g)	...	★	★	...
Massachusetts.....	★	★	★	★	★	★	★	★	★	...	★	★	★
Michigan.....	★	★	★	★	★	★	★	★
Minnesota.....	★	★	★	★	★	H	...	★	...
Mississippi.....	...	★	★	★	★	★	★	...	★	H	...	★	★
Missouri.....	★(h)	★	★	★	★	...	★	...	★	H	...	★	...
Montana.....	★	★	★	★	★	...	★	H	★	★	...
Nebraska.....	★	★	★	★	★	★	...
Nevada.....	★	★	★	★	★	...
New Hampshire.....	★	...	★	★	★	...	★	★	★	★
New Jersey.....	★	★	★	...
New Mexico.....	...	★	★	...	★	★	★	H	★	★	★
New York.....	...	★	★	...	★	...	★	...	★
North Carolina.....	★	★	★	...	★	...	★	★	★
North Dakota.....	★	★	★	...
Ohio (i).....	...	★	★	★	★	★	★	★	...
Oklahoma (j).....	...	★	...	★	★	★	...
Oregon.....	★	★	★	★	★	...	★	...	★	★	...
Pennsylvania.....	★	★	★	★	...
Rhode Island (k).....	★	★	★	★	★	...	★	...	★	★	★
South Carolina.....	★	★	★	★	...
South Dakota.....	★	★	★	★	★	★	H	★	★	★
Tennessee (l).....	★	★	★	★	★	★
Texas.....	★	★	★	★	...	★	★	★	...
Utah (b).....	★	★
Vermont (m).....	★	★	★	★	★	★	★	...	★	H	...	★	★
Virginia.....	★	★
Washington.....	★	★	★	...	★	★	★	...
West Virginia.....	★	★	★	★	★	...
Wisconsin.....	★
Wyoming.....	...	★	★	★	★	H	...	★	★
American Samoa (b)...	...	★	...	★	...	★	★
Guam (b).....	★
Puerto Rico.....	...	★	★	★	...	★	★	★	★
U.S. Virgin Islands (b)...	...	★	★	★	★	★	...

See footnotes at end of table.

SECRETARIES OF STATE: CUSTODIAL, PUBLICATION AND LEGISLATIVE DUTIES— Continued

Source: The Council of State Governments, April 2013.

Key:

★ — Responsible for activity.

... — Not responsible for activity.

(a) In this column only: ★ — Both houses; H — House; S — Senate.

(b) No secretary of state. Duties indicated are performed by lieutenant governor.

(c) Additional custodial duties for the Arkansas Secretary of State include serving as the caretaker for the Arkansas State Capitol Building and Grounds, including all custodial duties, HVAC system, building maintenance, historic preservation and conducting tours.

(d) Office does not enroll or engross bills but does chapter them.

(e) The secretary of state is keeper of public records, but the state archives is a department of the Connecticut State Library.

(f) Only registers political pollsters.

(g) Code of Maryland regulations.

(h) Also responsible for the State Library.

(i) Additional publication duties include: elections statistics, official roster of federal, state, and county officers and official roster of township and municipal officers. Additional legislative duties include: Distributing laws to specified state and local government agencies.

(j) Other custodial duties include: Effective Financing Statements identifying farm products that are subject to a security interest, UCC and mortgage documents pertaining to transmitting utilities and also railroads and files open meeting notices.

(k) Additional duties include administering oaths of office to general officers and legislators.

(l) Additional custodial duties include the Tennessee State Library and Archives, administrative law judges, charitable gaming regulation, service of process/summons, sports agent registration and temporary liens.

(m) Additional custodial duties include: records management, and certifying vital records.