

STATE OF COLORADO

Roster of Elected Officers

AND

Tabulated Statement of the Votes Cast  
for the Several Candidates

FOR THE OFFICES OF

Judge of the Supreme Court  
District Judge of the 11th Judicial District  
To Fill Vacancy  
Congressman at Large in the LXII Congress  
Congressman 1st District, LXII Congress  
Congressman 2d District, LXII Congress  
Governor Lieutenant Governor  
Secretary of State State Treasurer  
Auditor of State Attorney General  
Railroad Commissioner  
State Superintendent of Public Instruction  
Regents of the State University  
Senators in the 18th General Assembly  
Representatives in the 18th General Assembly

In the Several Counties of the State  
at the General Election Held on

Tuesday, November 8, A. D. 1910

COMPILED FROM OFFICIAL RETURNS

BY

JAMES B. PEARCE  
Secretary of State  
1911

DENVER, COLORADO  
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ABSTRACT OF VOTES CAST FOR REPRESENTATIVES AT THE GENERAL ELECTION—Continued.

Routt and Rio Blanco Counties.

COUNTIES.	Joseph B. Male (R).	L. Boyd Walbridge (D).	Total	Male's Plurality.	Walbridge's Plurality.
Routt .....	1,365	1,277	2,642	88	
Rio Blanco .....	365	520	885		155
Totals .....	1,730	1,797	3,527		
D—Walbridge's plurality .....					67

Grand, Summit and Jackson Counties.

COUNTIES.	Frank W. Murphy (R).	Lawrence M. Tovey (D).	Total	Murphy's Plurality.	Tovey's Plurality.
Grand .....	428	400	828	28	
Summit .....	361	595	956	...	234
Jackson .....	252	225	477	27	
Totals .....	1,041	1,220	2,261		
D—Tovey's plurality .....					179

Lincoln, Phillips, Yuma, Kit Carson and Cheyenne Counties.

COUNTIES.	John W. Cloyd (D).	Ferdinand F. Vogel (R).	J. P. Spelss	Charles W. Parker.	Total	Cloyd's Plurality.	Vogel's Plurality.
Lincoln .....	655	962	...	...	1,607	...	297
Phillips .....	484	614	...	...	1,098	...	130
Yuma .....	1,188	1,012	1	...	2,201	176	...
Kit Carson .....	758	1,127	...	3	1,888	...	369
Cheyenne .....	389	585	...	...	974	...	196
Totals .....	3,474	4,290	1	3	7,768		
R—Vogel's Plurality .....							816

## ABSTRACT OF VOTES CAST FOR REPRESENTATIVES AT THE GENERAL ELECTION—Concluded.

## Morgan, Logan, Washington and Sedgwick Counties.

COUNTIES.	H. Gilbert Nelson (D).	Cuthbert Parker (R).	Total.	Parker's Plurality.
Morgan .....	1,046	1,376	2,422	330
Logan .....	1,232	1,335	2,567	103
Washington .....	641	644	1,285	3
Sedgwick .....	448	559	1,007	111
Totals .....	3,367	3,914	7,281	547
R—Parker's plurality .....			547	

## Pueblo County.

COUNTY.	Geo. M. Ashton (D).	Wilbur Bulette (R).	Sterling Cawfield (D).	W. V. Galliaher (S).	James P. Harbour (R).
Pueblo .....	7,481	5,458	7,390	298	5,419

## Pueblo County.

COUNTY.	Chas. J. Leftwich (D).	Robert McFedries (R).	H. A. McIntyre (D).	Henry O. Morris (S).	Chas. E. Sullivan (R).
Pueblo.. ..	7,308	5,393	7,307	368	5,249
D—Ashton's plurality over Bulette.....				2,023	
D—Cawfield's plurality over Bulette.....				1,932	
D—Leftwich's plurality over Bulette.....				1,850	
D—McIntyre's plurality over Bulette.....				1,849	

## Rio Grande County.

COUNTY.	James S. Campbell (R).	M. Millard Nelson (D).	Total	Campbell's Plurality.
Rio Grande .....	1,382	1,039	2,421	343
R—Campbell's plurality.....			343	

ABSTRACT OF VOTES CAST.

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TABULATED STATEMENT OF VOTES CAST FOR THE OFFICE OF GOVERNOR FOR THE YEARS 1900-1910, INCLUSIVE.

1900.

D—James B. Orman.....	118,641
R—Frank C. Goudy.....	94,047
S. B. Hutchinson.....	843
DeWitt C. Copley.....	987
Jesse T. Pearson.....	421
James R. Wylie.....	3,695
Total vote.....	218,634
D—Orman's plurality.....	24,594

1902.

I. A. Knight.....	919
Frank W. Owens.....	6,403
R—James H. Peabody.....	87,684
John C. Provost.....	7,177
Otto A. Reinhardt.....	3,910
D—E. C. Stimson.....	80,727
Total vote.....	186,820
R—Peabody's plurality.....	6,957

1904.

R—James H. Peabody.....	113,754
D—Alva Adams.....	123,092
A. H. Floaten.....	2,593
I. A. Knight.....	279
James D. Merwin.....	325
Robert A. M. Wilson.....	3,023
Total vote.....	243,066
D—Adams' plurality.....	9,338

1906.

R—Henry A. Buchtel.....	92,602
D—Alva Adams.....	74,416
Ben B. Lindsey.....	18,014
William D. Haywood.....	16,015
Total vote.....	201,047
R—Buchtel's plurality.....	18,186

TABULATED STATEMENT OF VOTES CAST FOR THE OFFICE OF  
GOVERNOR FOR THE YEARS 1900-1910, INCLUSIVE—Concluded.

1908.

D—John F. Shafroth.....	130,141
R—Jesse F. McDonald.....	118,953
H. C. Darrah.....	7,972
Harry L. Murray.....	6,314
Total vote.....	263,380
D—Shafroth's plurality.....	11,188

1910.

D—John F. Shafroth.....	115,627
R—John B. Stephen.....	97,648
Henry W. Pinkham.....	7,844
Phidelah Alonzo Rice.....	3,751
George Anderson.....	735
Total vote.....	225,605
D—Shafroth's plurality.....	17,979

# SENATE RULES

TOGETHER WITH THE

## JOINT RULES

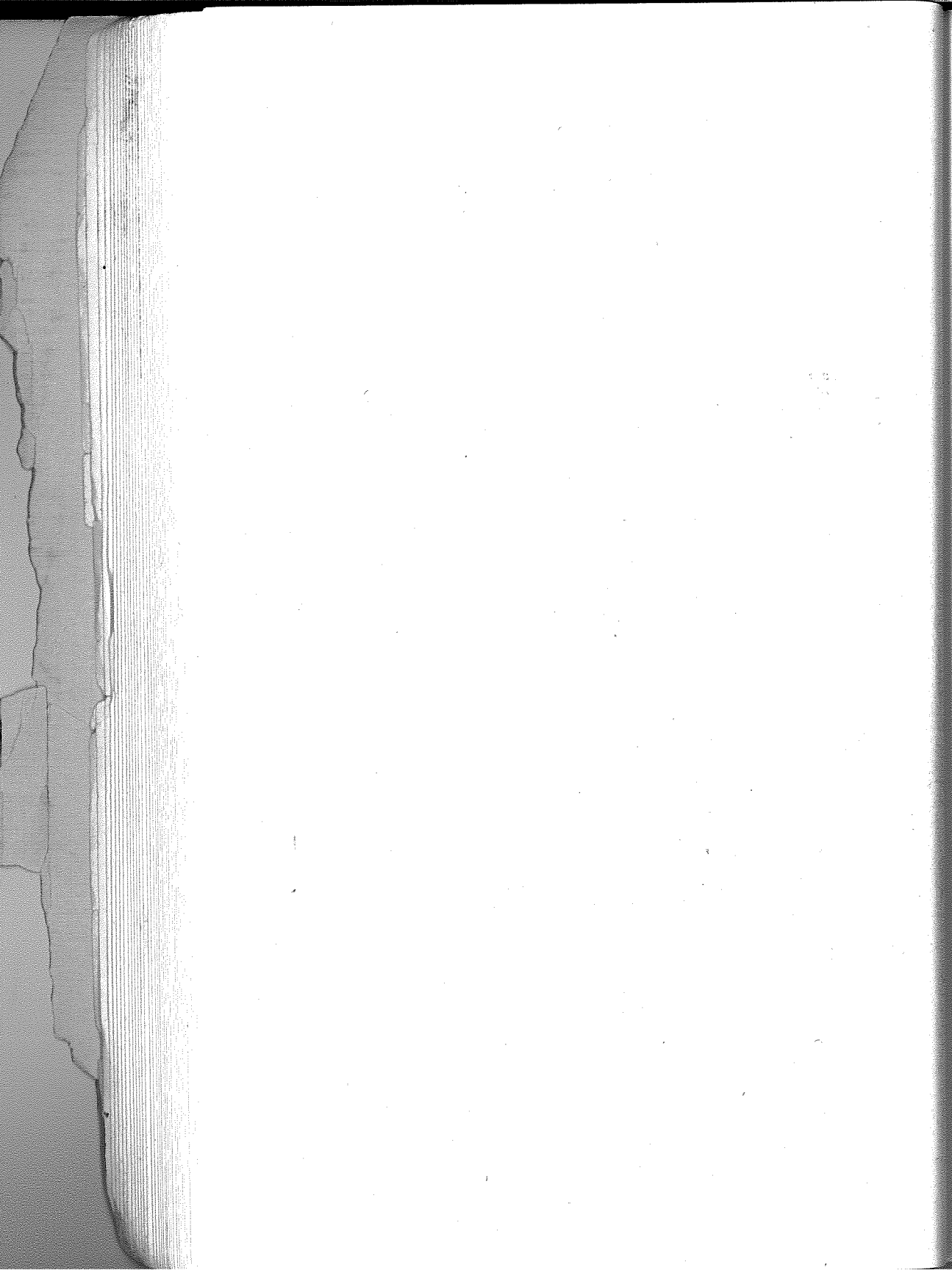
Governing the House and Senate and a List of the Standing  
Committees of the Senate of the Eighteenth  
General Assembly

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COLORADO



1911



## Rules of the Senate.

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### *Rule I.—Of Calling to Order.*

1. The stated hour of meeting, unless otherwise ordered, shall be 10 o'clock in the morning of each day.

2. The President (ex-officio the Lieutenant Governor), or, in his absence, the President pro tem., shall take the chair every day, promptly at the hour to which the Senate stands adjourned; shall call the Senate to order, and on the appearance of a quorum shall proceed to business.

3. The stated hour for the convening of the Senate having arrived, and the President and President pro tem. being absent, the eldest senior Senator present shall call the Senate to order, and shall preside until an active President shall have been elected, which election shall be the first business of the Senate.

### *Rule II.—Of the Acting President.*

1. An acting President when elected shall continue to preside, with all the powers and privileges of the President, except that of signing bills and joint resolutions, until the President, or President pro tem. shall appear within the bar of the Senate, when he shall surrender the chair.

### *Rule III.—Of a Quorum.*

1. A majority of all the Senators elected shall constitute a quorum; and whenever a less number than a quorum shall convene at a regular meeting and shall adjourn, the names of those present shall be entered on the journal.

2. Whenever a less number than a quorum shall convene at any regular meeting, they are empowered to send the Sergeant-at-Arms or any other person or persons, by them authorized, for any or all absent Senators; and the actual expense incurred thereby in each case shall be paid by the absentees, respectively, unless for a good and sufficient reason, they have been, or may be, excused by the Senate.

### *Rule IV.—Order of Business.*

1. The Senate having been called to order at the hour to which it shall have adjourned, and a quorum being present, and after prayer by the Chaplain, the first order of business shall be



the reading of the journal of the preceding day, to the end that any mistakes therein may be corrected, and the journal approved.

2. After the reading and approval of the journal, the order of business shall be as follows:

First—Presentation of petitions and memorials.

Second—Introduction of resolutions.

Third—Introduction of bills. First reading—by title.

Fourth—Reports of standing committees.

Fifth—Reports of special committees.

Sixth—Consideration of resolutions.

Seventh—Third reading of bills.

Eighth—Messages from the House of Representatives.

Ninth—Communications from state officers.

Tenth—Messages from the Governor.

Eleventh—General orders.

3. No bill shall be made a special order without special order has been authorized by the affirmative vote of majority of all members elect; and in discussion of a motion to make a special order, which motion shall include only one bill, for which no other bill shall be substituted, no Senator shall speak more than once, nor longer than ten minutes, and a vote shall thereafter immediately be taken. Whenever any bill or other matter is made the special order for a particular day and hour, and the consideration thereof shall not be completed at that sitting, it shall retain its place as a special order for the same hour on the succeeding day. And when a special order is under consideration, it shall take precedence of any special order for a subsequent hour of the same day; but such subsequent special order may be taken up immediately after the previous special order has been disposed of.

4. When the Senate has proceeded to the general order of the day, no other business, unless it be a special order, shall be in order until the general orders have been disposed of, except by unanimous consent.

#### *Rule V.—Of Motions.*

1. No motion shall be debated until the same shall have been seconded and put by the chair, and, if desired by the presiding officer, or by any Senator, shall be reduced to writing, delivered at the Secretary's desk and read before the same shall be debatable.

2. Any motion or resolution may be withdrawn or modified by the mover at any time before a decision, amendment or ordering of the ayes and nays, except a motion to reconsider, which shall not be withdrawn without leave of the Senate.

3. When the question is under debate, the President shall receive no motion but to adjourn, to take a recess, to proceed to the consideration of the special order, to lay on the table, to close the debate at a specified time, to postpone to a day certain, to

commit, to amend, or to postpone indefinitely, and they shall take precedence in the order named.

4. No motion or proposition upon a subject different from that under consideration shall be admitted under color of amendment.

5. A motion to postpone to a day certain, or indefinitely, being decided, shall not be again allowed at the same stage of the bill or proposition; and if a bill or proposition be set for consideration on a certain day, it shall not be considered at an earlier day.

6. No motion shall be deemed in order to admit any person or persons whatsoever, other than a Senator, within the Senate Chamber to present any petition, memorial or address.

*Rule VI.—Of Substitute Motions.*

1. All so-called substitute motions and resolutions shall be considered as amendments only, and shall be subject to the rules relating thereto, except such matters as may be reported by committee.

*Rule VII.—Of Questions of Order.*

1. All questions of order shall be decided by the President without debate; such decision shall be subject to appeal to the Senate by any Senator, on which appeal no Senator shall speak more than once, unless by leave of the Senate; and the President, on such appeal, may speak in preference to Senators, rising from his seat for that purpose.

2. If a Senator be called to order for words spoken, the exceptional words spoken shall be immediately taken down in writing by the Secretary, that the President may be better enabled to judge of the matter.

3. If any Senator, in speaking or otherwise, transgress the rules of the Senate, the President shall, or any Senator may, call him to order; and the Senator called to order shall immediately take his seat, if required to do so by the President, until the question of order is decided. If the decision be in favor of the Senator called to order, he shall be at liberty to proceed; if otherwise, he shall not be permitted to proceed, in case any Senator object, without leave of the Senate.

*Rule VIII.—Of Adjournment.*

1. A motion to adjourn, to take a recess, shall always be in order, but being decided in the negative, shall not be again entertained unless some motion other than a call of the Senate or motion for recess shall have taken place.

*Rule IX.—Of Division of Question.*

1. A question containing two or more propositions, capable of division, shall be divided whenever desired by any Senator. A motion to strike out and insert shall be deemed divisible; but a motion to strike out being lost, shall neither preclude amendment, nor a motion to strike out and insert.

2. All amendments of the House of Representatives to a Senate bill, or other proposition, shall not be divisible.

*Rule X.—Of Debate.*

1. The following questions shall be decided without debate, to wit: To suspend the rules, to adjourn, to take a recess, to lay on the table, to take from the table, to go into committee of the whole on the orders of the day, all questions relating to the priority of business.

2. Debate may be closed at any time not less than one hour from the adoption of a motion to that effect, and upon a majority vote of the members-elect an hour may be fixed for a vote upon the pending measure. On either of these motions not more than ten minutes shall be allowed for debate, and no Senator shall speak more than three minutes; and no other motion shall be entertained until the motion to close debate, or to fix an hour for the vote on the pending question, shall have been determined.

*Rule XI.—Of Filling Blanks.*

1. On filling up blanks, the question shall first be taken on the largest sum, greatest number and most distant day.

*Rule XII.—Of the President.*

1. The President shall preserve order and decorum, but shall have no vote, except in case of a tie.

2. When two or more Senators rise at the same time, the President shall designate which of them shall be entitled to the floor; but preference should be given to a Senator who has not spoken on the subject under debate.

3. The President shall have the right, in the absence or inability of the President pro tem. to preside, to name any Senator to perform the duties of the chair temporarily, who shall be invested during such time with all the powers and privileges of the President, except that of signing bills and joint resolutions. But such appointment shall not extend beyond the time of the return of the President pro tem., and in no event shall such an appointment extend beyond an adjournment.

4. The President shall have the general direction of the Senate Chamber, and in case of any disturbance or disorderly conduct in the lobby or galleries, he shall have the power to order the same

to be cleared. He may assign seats within the bar of the Senate to reporters for newspapers, for the purpose of taking down the proceedings, but not so as to interfere with the convenience of the Senate.

5. The President shall, in the presence of the Senate, and after their titles have been previously read, sign all bills and joint resolutions, memorials and addresses, when passed by both houses; and all writs, warrants and subpoenas issued by order of the Senate, or any committee thereof, shall be under his hand, attested by the Secretary.

6. The President is authorized to administer all oaths required in the discharge of his duties.

7. He shall appoint all committees except standing committees, unless otherwise ordered.

8. The President may state a question or may read sitting, but when putting a question he shall rise.

9. Upon the first and last day of a regular session of the General Assembly, the Senate shall proceed to the election of a President pro tem., who shall, during the absence or inability to serve of the President, possess all the powers and privileges of the President, and when presiding he shall vote last.

*Rule XIII.—Of the Secretary.*

1. When a bill or resolution, coming from the House of Representatives, does not appear in print in the form in which it was passed in the House, the Secretary shall either indicate the amendments on the calendar, or shall have the same reprinted, at his discretion.

2. The Assistant Secretary, and other officers and employes at the Secretary's desk, shall be under the direction of and shall perform such duties as may from time to time be required by the Secretary of the Senate.

3. The Secretary shall permit no journals, records, bills or papers to be taken from his desk, or out of his custody, other than in the regular routine of business, nor shall he, at any time or place, allow the same to be handled or examined by any person whatsoever, except the President, Senators and officers and employes of the Senate or State Printer, in the necessary performance of their duties as such.

4. He shall take a receipt for every document which passes from his possession in the due course of business of the Senate, and shall keep a book for that purpose.

5. If any paper in his charge shall be missing, he shall report the fact immediately upon discovery, to the President, in order that inquiry may be made.

6. The Secretary shall keep a book, to be called the docket, in which he shall enter, under appropriate marginal numbers all

Senate and House bills, and joint resolutions and memorials, and correct notes, with the dates thereof, of the state, condition and progress of each bill pending until the final disposition thereof, and shall index the same under the name of the Senator or Representative introducing the bill, joint resolution or memorial, and generally shall perform the duties of Secretary.

*Rule XIV.—Of the Journal.*

1. The Secretary shall keep a correct journal of each day's proceedings.

2. The title of all bills and proposed amendments shall be entered on the journal.

3. The journal of the Senate shall be printed after the close of each day's session and disposed of in the following manner: one copy shall be placed on the desk of each Senator, and at least four extra copies shall be furnished to the Secretary of the Senate before the opening of the next day's session. Before proceeding with any other business the journal shall be read, corrected and approved. After it has been approved the President of the Senate shall sign four copies as corrected and approved, and the Secretary of the Senate shall attest the same and immediately deposit one signed copy in the office of the Governor for safe-keeping, and file two signed copies in the office of the Secretary of State, and the other shall be kept by the Secretary of the Senate for the use of the Senate. On the last day of the session immediately preceding the hour fixed for final adjournment, the journal of that day shall be read, corrected and approved, and it shall be the duty of the President and the Secretary of the Senate, within two days thereafter, to compare, correct and sign the printed copies of the journal for the last day, and to deliver the same to the Governor and the Secretary of State, in the manner provided for each previous day. The printer's form for each day's journal shall be held intact until said journal has been corrected and approved by the Senate, when all corrections ordered shall be made by the printer without resetting, except as necessary to the making of such correction; and from such corrected form there shall be printed a sufficient number of sheets and in such form that they may be bound into the official Senate Journal at the end of the session without the cost or expense of resetting or reprinting.

*Rule XV.—Of the Calendar.*

1. The Secretary of the Senate, unless the Senate shall otherwise direct, shall make a list of all bills, resolutions, reports of committees and other proceedings of the Senate which are committed to a committee of the whole Senate, and which are not made the order of the day for any particular day and hour, in the order in which they were reported from committees, which list shall be called the general orders.

2. He shall make a list of all bills, resolutions, reports of committees, and other proceedings of the Senate, which have, by order of the Senate, been set down for consideration at some particular day and hour, which list shall be called the special orders.

3. He shall make a list of all bills, resolutions and memorials which may be upon their third reading, entering these in the order in which they were ordered upon third reading, unless the Senate shall, by a majority vote, otherwise direct; which list shall be called bills upon third reading.

4. The several lists referred to in the preceding sections of this rule, together with such other memoranda as the Senate may direct, shall constitute the calendar of the Senate, which calendar the Secretary shall cause to be prepared, printed and laid upon the desk of the President and each Senator every morning the Senate may be in session.

5. No calendar or part of a calendar shall be reprinted without order of the Senate.

*Rule XVI.—Of Senators.*

1. No Senator shall be permitted to vote or serve on any committee on any question in the event of which, other than as a citizen, he is individually interested. (Constitution, section 43, article V.)

2. No Senator shall, without leave, absent himself from the Senate, otherwise than temporarily.

3. When a Senator is about to speak, he shall rise from his seat and respectfully address himself to "Mr. President," and the President shall announce him as the Senator from the . . . . . district (giving the number as the case may be). The Senator may then speak from his seat.

4. In all cases, the Senator who shall first rise and address the President shall speak first; but no Senator shall speak more than twice on the same day, nor for more than two hours on the same question, without leave of the Senate, and he shall confine himself to the question under debate and avoid personality; Provided, That any Senator having a bill in charge shall have one hour for closing debate.

5. Any Senator may call for a statement of the question, and, with leave of the Senate, any Senator, while addressing the Senate, may read, or send to the Secretary's desk and have read, from books, papers or documents, any matter pertinent to the subject under discussion.

6. No Senator shall, in any manner, interrupt the business of the Senate while journals or public papers are being read, nor when any Senator is speaking, except it be to raise a question of order, or with the consent obtained through the chair of the speaking Senator, to make a personal explanation or propound an in-

quiry; nor while the President is putting a question; and no Senator, in speaking, shall refer to a Senator, then present, by name, unless more than one Senator represent a senatorial district.

*Rule XVII.—Of Voting.*

1. In putting the question the form shall be: "As many as are of the opinion that (as the case may be) will say 'Aye';" and after the affirmative voice is expressed: "As many as are of a different opinion will say 'No'." If the President doubt as to the voice of the majority, or a division be called for, the Senate shall divide; those in the affirmative, first rising, shall be counted, then those in the negative; and if there still be a doubt, then the President shall direct that the roll be called.

2. Every Senator present when the question is put shall vote, unless the Senate, for special reasons, excuse him. A request to be excused from voting shall not be in order unless made before the Senate divides, or before the call of the yeas and nays is commenced. Any Senator requesting to be excused from voting may make a brief statement of the reasons for making such request, and the question shall then be taken without further debate; but no Senator shall be excused from voting on any question by reason of his occupying the chair.

3. Any Senator may change his vote before the decision of the questions shall have been announced by the chair.

4. When less than a quorum vote on any question pending in the Senate, the President shall forthwith direct that the doors be closed, and that no Senator be permitted to leave the Senate Chamber, and shall order the roll of Senators called by the Secretary. If a quorum be present, as shown by answering the calls, or by their presence in the Chamber, the President shall again order the yeas and nays, and if any Senator refuse to vote, he shall be noted as "present and not voting," and such refusal to vote shall be deemed a contempt, and, unless purged, the President shall direct the Sergeant-at-Arms to bring such Senator or Senators before the bar of the Senate, when he or they shall be publicly reprimanded by the President.

*Rule XVIII.—Of Reconsideration.*

1. When a question has been decided by the Senate, any Senator voting on the prevailing side may, on the same day, or on either of the next two days of actual session thereafter, move a reconsideration; and if the Senate shall refuse to reconsider, or upon reconsideration shall affirm its first decision, no further motion to reconsider shall be in order unless by unanimous consent. Every motion to reconsider shall be decided by a majority vote, without debate, and may be laid on the table without affecting the question in reference to which the same is made, which shall be a final disposition of the motion.

2. When a bill, resolution, report, amendment, order, or message, upon which a vote has been taken, shall have gone out of the possession of the Senate, and been communicated to the House of Representatives, the motion to reconsider shall be accompanied by a motion to request the House to return the same; which last motion shall be acted upon immediately, and without debate, and if determined in the negative, shall be a final disposition of the motion to reconsider.

3. Upon notice being given by any Senator of his intention to move a reconsideration of any vote taken, the Secretary shall enter the same in the journal, and shall retain the bill or other paper with reference to which the vote was taken (except petitions, enacted bills, and orders of inquiry), until the time for reconsideration has expired; Provided, That the operation of this rule shall be suspended during the last week of the session.

*Rule XIX.—Of Demands for Yeas and Nays.*

1. Any Senator has the right to demand the yeas and nays upon any question, and upon such demand, the President shall direct the Secretary to call the names of Senators in their alphabetical order, and before the result is declared, the Secretary shall read over the names of those voting in the affirmative, and those voting in the negative, and after the call of the yeas and nays has been commenced, no Senator shall be permitted to explain his vote; nor after the decision has been announced by the chair, shall any Senator, under any circumstances, be permitted to vote.

*Rule XX.—Of Disagreement Between Senate and House.*

1. In case of a disagreement between the Senate and House of Representatives, the Senate may either recede, insist and ask a conference or adhere, and motions for such purpose shall take precedence in that order.

*Rule XXI.—Of Call of the Senate.*

1. Any five Senators may demand a call of the Senate, and require absent Senators to be sent for; but a call of the Senate can not be made after voting has commenced; and the call of the Senate being in order, the President shall order that the doors of the Senate be closed, and that no Senator be allowed to leave the Senate Chamber until the pending motion is voted upon, and shall direct the Secretary to call the roll and note the absentees; after which the names of the absentees shall be again called, and those for whose absence no excuse, or an insufficient excuse is made, shall be sent for and taken into custody by the Sergeant-at-Arms, or his assistant, and brought before the bar of the Senate, where, unless excused by a majority of the Senate present, they shall be reprimanded by the President for neglect of duty, and fined, re-



spectively, at least to the extent of the expenses incidental to their apprehension.

*Rule XXII.—Of Committees.*

1. The following standing committees shall be appointed by resolution at the beginning of each regular session of the General Assembly:

1. Judiciary .....	11
2. Revision and Engrossment.....	6
3. Finance .....	14
4. Banking and Insurance.....	8
5. Railroads and Corporations.....	12
6. Education and Educational Institutions.....	6
7. Mines and Mining.....	8
8. Agriculture and Irrigation.....	12
9. Stock .....	4
10. State Affairs and Public Lands.....	6
11. County Affairs .....	7
12. State Institutions and Public Buildings.....	10
13. Fish, Forestry and Game.....	5
14. Military Affairs .....	4
15. Privileges and Elections.....	9
16. Printing .....	4
17. Enrollment .....	4
18. Reapportionment .....	11
19. Labor .....	7
20. Supplies and Expenditures.....	4
21. Rules .....	6
22. Horticulture .....	5
23. City and County of Denver Senators. (To which all bills relating to the City and County of Denver shall be referred.).....	8
24. Constitutional Amendments .....	3

2. No committee shall sit during the sessions of the Senate, nor at any time occupy the Senate Chamber without leave granted by the Senate.

3. Committees shall report upon all matters referred to them without unnecessary delay, and in case of an adverse report, shall at all times state explicitly their reasons therefor, in which case such adverse report shall not be acted upon until the following day; they shall return all petitions and other papers referred to them with the bill or resolution, if any, to which they relate, and the same shall be transmitted to the House of Representatives in connection with the said bill or resolution, or shall be filed for the use of the Senate.

4. The Committee on Revision shall examine and engross all bills, amendments and joint resolutions or other papers which are required to be engrossed before they go out of the possession

of the Senate, and make report when they find them correctly engrossed before they are read a third time; they shall also compare such amendments as shall be made in the House to Senate bills, and that are concurred in by the Senate, after they shall have been re-engrossed in the Senate, for the purpose of seeing if they are correctly engrossed; and no bill shall have its third reading unless it shall have been printed, nor until it has been engrossed and report made thereon by the Committee on Revision that it has been correctly engrossed. The said committee shall examine all bills before third reading and final passage, for the purpose of avoiding repetitions, unconstitutional provisions, securing proper title, and of insuring accuracy in the text and references, and consistency with the language of existing statutes, and as to whether any amendments adopted by the Senate, if not already printed, are of that material character required by the Constitution to be printed. The said Revision Committee shall report the nature of errors, with a concise suggestion as to the change necessary to correct the same. The chairman of the Revision Committee shall certify at the end of the engrossed bill that it is the correctly engrossed bill.

5. The Committee on Enrollment shall examine all bills originating in the Senate and which have passed both houses; see that they are correctly enrolled, signed by the President of the Senate and Speaker of the House of Representatives, and presented to the Governor, and shall make report thereof to the Senate.

6. The Committee on Printing shall examine and report upon all questions of printing referred to them; and every resolution or motion to print any petition, resolution, report, message, or other document, shall be referred to the committee for report upon the actual or approximate cost thereof; all bills, when reported from the committee of first reference, shall be referred to this committee, and, unless otherwise ordered, shall be printed and reported back in the order of reference, and when printed shall be reported upon as to the accuracy with which they have been printed. The committee shall, from time to time, report any measure that they may deem useful to the economical and proper conduct of the public printing.

7. The Committee on Supplies and Senate Expenditures shall examine and audit all requisitions and bills for supplies and expenditures of the Senate, of its members and committees, for stationery and other purposes, and shall certify to the correctness of the same; and no such requisition shall be made, nor bill be audited or paid, by any officer of the Senate or of the state, unless so certified by the chairman or other member of the committee.

8. The Committees on Revision, Enrollment, Printing and Supplies and Expenditures shall have leave to report at any time.

*Rule XXIII.—Of Reference.*

1. Motions to refer shall take precedence in the following order, viz.:

- To a standing committee of the Senate.
- To a special committee of the Senate.
- To a joint standing committee.
- To a joint special committee.

*Rule XXIV.—Of Reports.*

1. Reports of committees, except such as do not propose final action, and reports of Committees of Conference, shall, unless otherwise ordered, be placed upon the calendar for the day next succeeding that on which they are presented to the Senate.

*Rule XXV.—Of Bills.*

1. Every bill shall be read by title when introduced, and at length on two different days previous to its being passed. All substantial amendments thereto shall be printed and laid on the desks of Senators before the final vote is taken on the bill. The final vote shall be taken by yeas and nays, and the names of those voting for and against the same be entered on the journal. No bill shall be declared passed, or signed by the President, unless a majority of all the Senators elected to the Senate shall be recorded as voting for the same.

2. Every Senate bill shall, upon its first reading, and before being printed, be referred, as a matter of course, to the appropriate standing committee, for the single purpose of considering whether or not the bill shall be printed. The committee shall, as soon as possible, and in the order of its reference, report each bill back with the recommendation, "That the bill be ordered printed," or that "The bill be laid on the table;" and in the event of the latter recommendation the committee shall give explicitly their reasons therefor.

3. Three days after the reference of a bill, as provided for in the preceding section of this rule, any Senator may, by giving at least one day's notice, call for the report of the committee required in said section, and, unless excused by the Senate, the committee shall, upon the expiration of the time of notice, make report. And upon the refusal of the chairman of any committee to obey said rule, a majority of any committee may call a committee meeting and make report.

4. The final question upon the second reading of every bill or joint resolution originating in the Senate shall be whether it shall be engrossed and read a third time; and no amendment shall be received at the third reading unless by unanimous consent of the Senators present; but it shall be in order, before the final passage of any such bill or joint resolution, to move its re-

commitment; and should such recommitment take place, and any amendment be reported by the committee, the said bill or resolution shall be again read a second time and considered, and the aforesaid question again put.

5. No amendments to bills by the House of Representatives shall be concurred in by the Senate, except by the vote of a majority of the members elected thereto, taken by yeas and nays, and the names of those voting for and against recorded upon the Journal thereof.

6. A motion to strike out the enacting clause of a bill shall have precedence of a motion to amend, and if carried shall be equivalent to its rejection.

7. When an amendment made in the Senate to a bill from the House of Representatives shall be disagreed to by the House, and not adhered to by the Senate, the bill shall be considered as standing on third reading.

*Rule XXVI.—Of Conference.*

1. Every report of a Committee of Conference shall be printed, together with the bill as amended, or the amendments thereto, subject to the direction of the committee, before action shall be had on such report: Provided, That this rule shall be suspended during the last three days of the session.

2. That the vote on concurring in bills amended in the House of Representatives, or on adopting reports of Committees of Conference, shall not be taken until said bills and reports have been placed on the files of Senators, and particularly referred to in their calendars; Provided, That this rule shall be suspended during the last three days of the session.

*Rule XXVII.—Of Secret and Executive Sessions.*

1. On a motion being made and seconded to close the doors of the Senate on the discussion of any business which may, in the opinion of any Senator, require secrecy, or on motion being made and carried, that the Senate go into executive session, the President shall direct all except the Senators and Secretary and Sergeant-at-Arms to withdraw, and during the executive session and the discussion of said motion the doors shall remain shut, and every member and officer shall keep secret all such matters, proceedings, and things whereof secrecy shall be enjoined by order of the Senate.

2. Whenever the Senate shall go into the consideration of executive business the proceedings of the Senate in such business shall be kept in a separate journal, which shall not be inspected by any others than the members of the Senate, unless otherwise ordered by the Senate. The Governor shall, from day to day, be notified by the Secretary of the action of the Senate, upon executive nominations, but no further extract from the executive jour-

nal shall be furnished, published or otherwise communicated, except by special order of the Senate.

3. When nominations shall be made in writing by the Governor to the Senate, they shall, in executive session, be referred to the appropriate committee, and a future day assigned for their consideration, unless the Senate otherwise direct.

4. Any Senator or officer of the Senate, convicted of disclosing any matter directed by the Senate to be held in confidence, shall be liable, if a Senator, to expulsion, and if an officer, to dismissal from the service of the Senate.

*Rule XXVIII.—Of Committee of the Whole.*

1. Upon the adoption of a motion to go into the Committee of the Whole Senate, the President unless otherwise ordered by the Senate shall appoint the chairman thereof, who shall for the time being exercise all the powers of the President necessary to the conduct of the business of the committee.

2. The rules of the Senate shall govern, as far as practicable, the proceedings of the committee, except that a member may speak more than twice on the same subject; that a call for the yeas and nays can not be made, nor can an appeal from the decision of the chair be taken.

3. A motion that the committee rise shall always be in order, and shall be decided without debate.

4. All bills shall be considered in Committee of the Whole; all amendments made therein shall be reported by the chairman to the Senate, and shall by him be moved to be inserted, and, if adopted, shall be entered in the journal. Every bill shall be read at length in Committee of the Whole (unless the committee decide to recommend that the enacting clause be stricken out), the chairman shall so report, and entry thereof shall be made in the journal and such reading shall be considered one of the readings required by the Constitution; but if any Senator shall request the reading of the bill at length, while on second reading, it shall be gone.

*Rule XXIX.—Of Messages.*

1. Messages shall be sent to the House by the Secretary or Assistant Secretary, the Secretary having previously endorsed the final determination of the Senate thereon.

2. Messages from the Governor or House of Representatives may be received at any time, except while the Senate is dividing, or while the journal is being read, or while a question of order or a motion to adjourn is pending, but no such message shall be reported to the Senate without unanimous consent, until the regular order is reached.

*Rule XXX.—Of Resolutions.*

1. All resolutions, memorials and other papers requiring the signature of the Governor shall be treated in all respects in the introduction and form of proceeding in a similar manner with bills.

2. All resolutions, unless involving the expenditure of public moneys, or unless some Senator give notice of a desire to debate the same, may be acted on at once; otherwise they shall lay over one day.

*Rule XXXI.—Of Privileges.*

1. No person not a Senator or officer of the Senate, other than the judges of the District and Supreme Courts, the Governor and state officers, members of the congressional delegation, ex-members of the Senate, members of the House of Representatives, duly accredited representatives of the state press, and such other persons as may be invited by the President or Senators, shall be admitted to the Senate Chamber while the Senate is in session or any Committee of the Whole, and any such person shall only be entitled to the quiet and orderly occupancy of the seats provided for visitors or for representatives of the press, and in no event to the privileges of the floor.

2. At no time, whether the Senate be in session or not, shall any employe of the Senate, or any person whatsoever, other than the President or a Senator, be permitted to occupy the chair or use the desk of the President or that of any Senator.

3. The Sergeant-at-Arms and the employes under his direction will be held to a strict enforcement of this rule.

4. Any employe of the Senate, or of its committees, soliciting or inviting any Senator to vote or use his influence for any bill or matter before the Senate, shall be at once dismissed from service and employment; and any person entitled to the privilege of the floor of the Senate who shall, while on the floor during the session of the Senate, solicit or invite any Senator to vote or use his influence for any bill or matter before the Senate, shall forfeit his privilege.

5. Any violation of this rule shall subject the offender, if an officer or employe of the Senate, to immediate removal from office, and, if a privileged person, to the forfeiture of the privilege.

*Rule XXXII.—Of Presenting Petitions, Memorials, Etc.*

1. In presenting a petition, memorial, remonstrance, or other communication addressed to the Senate, the Senator, from his place, shall make a brief verbal statement of the general purport of it, and if it be not insulting, profane or obscene, it shall be received.

2. Every petition, memorial, remonstrance, resolution, bill and report of committee shall be endorsed with its appropriate

title, and immediately thereunder the name of the Senator presenting the same shall be written.

3. Every petition, memorial and other paper shall be referred, as of course, without putting the question, unless the reference be objected to when presented.

*Rule XXXIII.—Contested Elections.*

1. All contests of the election of a Senator, and all questions affecting or relating to the qualification or eligibility of a Senator, or the right of any Senator to a seat, or membership in the Senate, shall be referred to the Committee on Privileges and Elections, which shall proceed to hear and determine said matters, and each of them, in such manner, at such times, in such places and under such rules, as said committee may adopt for the purpose of facilitating such hearing.

*Rule XXXIV.—Miscellaneous.*

1. During the sessions of the Senate, smoking within the Senate Chamber shall not be allowed.

2. While the President is putting any question or addressing the Senate, no one shall walk across the chamber, and while a Senator is speaking, no one shall walk between him and the chair. No person other than the Secretary or his assistants shall remain at the Secretary's desk while the yeas and nays are being called, or ballots being counted.

3. No purchase shall be made or expense incurred by the Sergeant-at-Arms, or any officer or employe of the Senate, in its behalf, except upon the written order of the chairman or other member of the Committee on Senate Supplies and Expenditures.

4. When the reading of any paper is called for, and not as a part of the remarks of any Senator, and objection be made, it shall be determined by a vote of the Senate, without a debate.

5. Questions of privilege shall be: First, those affecting the rights of the Senate, collectively, its safety, dignity, and the integrity of its proceedings; second, the rights, reputation and conduct of members individually in their senatorial capacity only; and shall immediately have precedence of all other questions, except motions to fix the day to which the Senate shall adjourn, to adjourn, and for a recess.

6. The southwest corner of the Senate gallery shall be reserved for ladies and their escorts; the northwest corner thereof for the families of the members and officers of the Senate and their guests, who shall be admitted only by card of the member or officer. The Sergeant-at-Arms of the Senate shall appoint one of his assistants, to be known as the Assistant Sergeant-at-Arms of the Gallery, and whose duties shall be exclusively confined to

preserving order in the galleries and the enforcement of the rules of the Senate in relation thereto.

*Rule XXXV.—Of Abrogation, Suspensions or Amendment of the Rules.*

1. No rule shall be suspended unless by the affirmative vote of two-thirds of all members-elect, nor abrogated or amended unless one day's notice be given and upon a majority vote of all members-elect.

*Rule XXXVI.—Parliamentary Authority.*

1. Jefferson's Manual shall govern the Senate in all cases in which it is applicable, and in which it is not inconsistent with these rules and the joint rules of the Senate and House of Representatives.

That the duties of officers of the Senate, as set forth in the manual of the Thirteenth General Assembly, shall be and remain in full force and effect for the Senate of the Eighteenth General Assembly.



## Duties of Officers of the Senate.

### *Secretary's Department.*

The Department of Secretary of the Senate includes the Assistant Secretary, Record Clerk, Reading Clerk, Engrossing and Enrolling Clerks, and such other clerks or assistants as may be required to conduct the clerical work of the Senate.

### *Secretary*

He has the care and custody of all the papers, reports, bills and records, and arranges, in its proper order, from day to day, after its inception, all the business of the Senate. He must, in order to have a proper knowledge of the affairs of his department, apporportion, systematize and personally supervise the labors of all his subordinates. The duties of his subordinates are properly his duties, as all are performed under his direction, and he is responsible for any deficiencies. He shall promptly, "on the same day such orders are made," deliver to all committees, bills or other matters that are referred. He shall keep the service accounts of all the Senators and employes of the Senate, and issue his certificates of per diem, signed by the President, attested by himself. He shall keep a journal of each day's proceedings, and deliver the messages of the Senate to the House of Representatives, and sign all orders and directions of the Senate. He shall permit no records, bills, papers or reports to be taken out of his custody belonging to the Senate, otherwise than in the regular course of business; and shall report any missing papers to the attention of the President, as well as all dereliction of duty upon the part of his subordinates. He shall report to the Senate whenever any additional clerical labor is required in his department. He shall be responsible for the safe keeping of all bills and other documents in possession of the Senate, and is required at the close of the session to deposit all papers in his possession as Secretary, properly classified and labeled, with the Secretary of State.

### *The Assistant Secretary.*

His special duty shall be to keep a correct journal of each day's proceedings—under the supervision of the Secretary—and prepare a calendar for each day's business, if so ordered

by the Senate; shall also perform such other services as may be required of him by the Secretary. In the absence of the Secretary he shall perform his duties generally.

*The Record Clerk.*

It shall be his duty to keep the registry of all bills, resolutions, memorials, etc., and make the proper endorsements on same of all actions taken and proceedings had with regard to such papers; to distribute to the proper committees or officers all bills, petitions and other papers referred; to keep a record of all the officers and employes of the Senate, and make out the certificates of *per diem* ready for the signature of the President and Secretary, and when not otherwise occupied, to help the Assistant Secretary in the performance of his duties.

*The Reading Clerk.*

It is his duty to read the journals, bills, reports of committees, papers, etc., that may be handed to him by the Secretary, and act as clerk of the Committee of the Whole, and perform such other duties, when not engaged, as may be required of him by the Secretary.

*The Engrossing Clerk.*

It shall be his special duty to engross all bills ordered to a third reading which the rules require to be engrossed, properly placing all amendments adopted prior to the order of their engrossment. He shall engross all bills in the order that they are given him, and return the same to the chairman of the committee in like order; shall keep a record of all extra clerks engaged, and the time employed, and report the same to the Secretary. By the direction of the Secretary, he shall copy such other documents, journals, reports or papers as may be required for the use of the Senate.

*The Enrollment Clerk.*

It is his special duty to make clear, legible copies of all the bills which have been concurred in by both branches of the General Assembly, without erasures or interlineations. He shall report to the Secretary all persons engaged, and the time employed, and shall perform such other clerical duty as may be required.

*General Regulations.*

Each deputy, when not occupied in the performance of his own special duties, is to render such assistance to the Secretary and his assistants as may be in his power, or as the pres-

sure of duties in a particular department may render necessary. The deputies are expected to notify the Secretary of any interference by others with their duties, and of all improper approaches or requests made to them by any person. They are not to exhibit to any person any bill or other documents in their possession without leave of the Secretary. Perfect courtesy must at all times be maintained towards Senators, associate deputies and all who have business to transact with the department.

All committees employing clerks will report to the Secretary the names and time employed, in order that the same may be entered upon the book per diem.

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#### *Sergeant-at-Arms' Department*

Consists of the Sergeant-at-Arms, Assistant Sergeant-at-Arms, Doorkeepers, Custodian of Blanks and Bills, Messenger, Janitor, Watchman and Pages, and such other officers as may be required for the policing, protection and execution of the orders of the Senate.

#### *Sergeant-at-Arms*

This officer is the executive officer of the Senate, and to his charge is committed all police regulations. He shall see to the furnishing, warming, ventilating and lighting of the Senate and auxiliary rooms; serve subpoenas and warrants of the Senate; announce messages from the Governor and House of Representatives; receive from the Secretary of State all necessary stationery, documents, etc., for the use of the Senate, and distribute the same to the Senators and officers entitled thereto. He shall report all derelictions of duty on the part of his subordinates to the President of the Senate. He is to organize his department with such system that each of his subordinates shall know his precise duties, and he is to see that each performs his duty promptly, thoroughly and courteously. He is required to keep the chamber open from 8 o'clock a. m. to 10 o'clock p. m. There shall be on duty in his department at all times a Sergeant-at-Arms, Doorkeeper, Janitor and two Pages. He shall see that all printed matter is delivered to the Custodian of Bills and Blanks that shall come from the Public Printer.

#### *The Assistant Sergeant-at-Arms*

Shall aid and assist his principal generally in the discharge of his duties, and take his place when he is absent.