

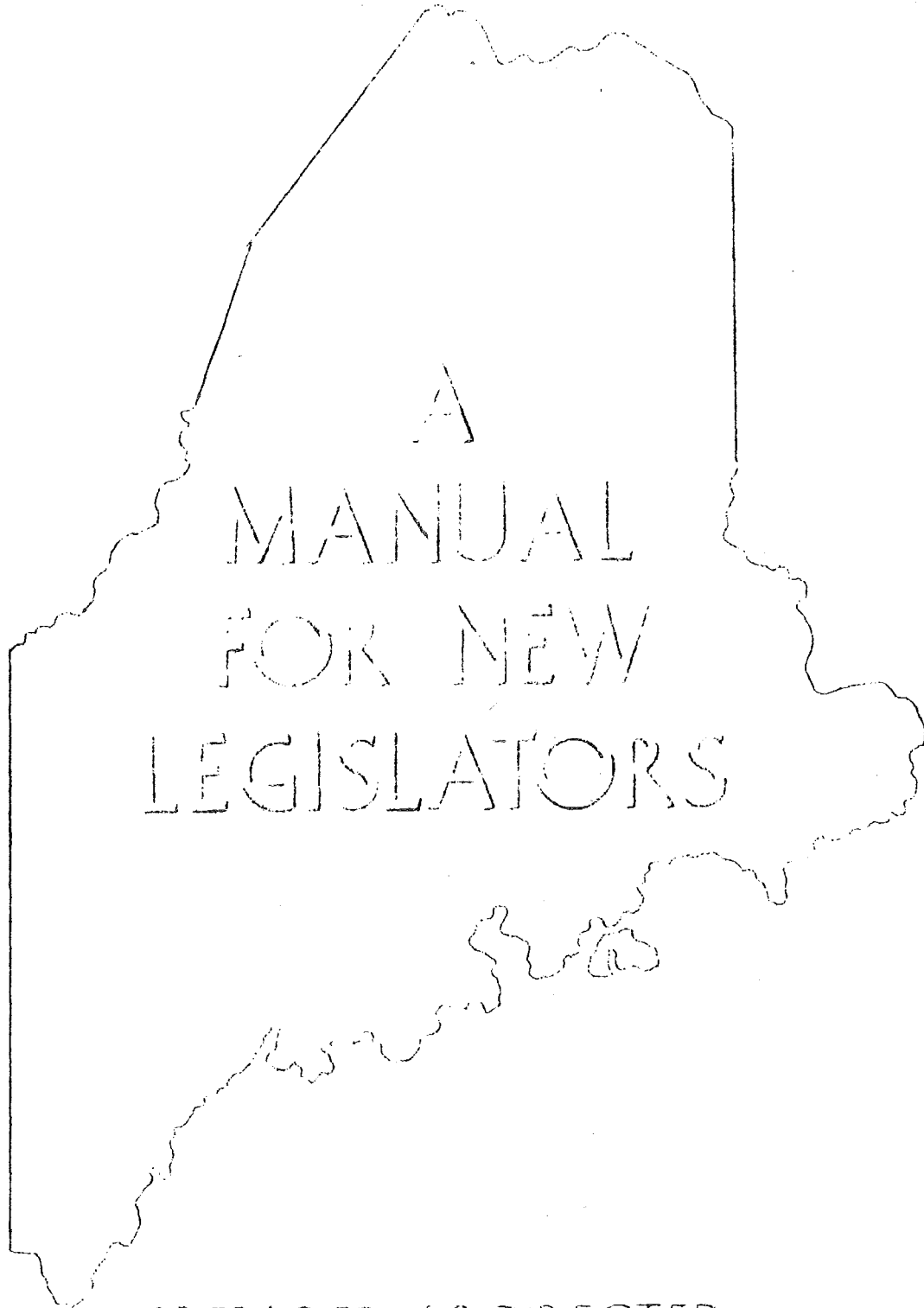
MAINE STATE LEGISLATURE

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97TH LEGISLATURE
1955



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97th LEGISLATURE

1955

A MANUAL FOR NEW LEGISLATORS

Prepared by

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Clerk of the House

As Authorized by House Order

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FOREWORD

This Handbook for new legislators marks the first undertaking to provide the material intended to make easier the transformation from private citizen to lawmaker.

A new legislator comes to Augusta only a few weeks after his election. He is faced with the task of getting acquainted both with his fellow members in the Legislature, and the necessarily complicated procedure of modern lawmaking bodies.

The new legislator may be justly proud of his opportunity to sit in the Maine Legislature. Understanding of the legislative process in Maine is not easily acquired. It will reveal itself to the new legislator gradually as the session progresses. Yet, his effectiveness is dependent to a great extent upon the rapidity with which he assimilates the tremendous amount of procedural detail which is necessarily involved in the democratic method of enacting laws.

This Handbook has been prepared under some difficulties, which could not be foreseen when it was authorized by the 96th Legislature. Constructive criticisms and suggestions are invited in order that future Handbooks may be the more valuable to future new members.

It will be observed that this new manual is directed primarily to new members of the House of Representatives.

THE LEGISLATURE

Over a period of three centuries representative government through legislative bodies in America has been developed. A basic concept of the American system has been the coordinate position of the three branches of government: executive, legislative, and judicial. There have always been some departures from the principle of the complete separation of powers, in certain cases, one branch having veto over the power of another. But law-making, the process of determining public policy and establishing means for carrying it into effect, and the review of the administration of its laws remain the major obligation and prerogative of the legislature.

The entire legislative power of the State of Maine is vested in the State Legislature, which represents the people of the State and which is the primary channel through which the people of the State hold their government responsible and keep it democratic.

DUTIES AT AUGUSTA

Each member of the Legislature has been chosen to represent the people of his district. He also belongs to a political party and helps enact the program of that party into law. Finally, he takes part in actions that affect all the people of the State. Therefore, he should represent not only his district and his party, but also all the citizens of the State.

Attendance. Attendance at all the regular sessions of the body of which he is a member is important. Attendance at the sessions of the Maine House of Representatives down through the years has been marveled at by visitors from other states. The dignity and decorum of the House, as well as the Senate, has also been the subject of complimentary comment by visitors who have had occasion to attend sessions of other state legislatures.

A member of the Legislature cannot represent his district and his State well without really working at the job. In the early days of the session the daily meetings of the House and Senate are not long. As the session progresses and the committees begin to report back on measures, the sessions of the Senate and House are more extended, and in the closing weeks of a session, evening sessions are often held.

The 96th Legislature, until the final weeks of the session, operated on a three day week: Tuesday, Wednesday and Thursday, working long hours on these three days in order that they might carry on their business at home in the remaining days of the week. Whether the policy of a three-day week session will be continued will, of course, be determined by the 97th Legislature.

Probably the greater part of a member's time and effort is put into committee work, which will be discussed later in this Handbook. Committees can meet only when the Senate and House are not in session, unless special permission is given to them to meet otherwise.

Constituents. A member of the Legislature receives many requests from his constituents, and serving the people who elected him is an important part of a legislator's job. His constituents tell him what they want and what they think of impending or proposed legislation by mail and in person. They ask him to introduce bills; they come to him for employment. A member can often aid them and the state government by referring qualified persons to the Department of Personnel.

Visitors. Individual visitors and groups come daily to the State Capitol to watch the Legislature in action. They are admitted to the galleries of the House and Senate and to the floor. In the House, no visitors are allowed inside the rail unless they bear a card issued by the Speaker. Visitors are not introduced by members, nor is it proper that they be given the privilege of the floor inside the rail.

CAUCUSES

Outside of the inauguration ceremony Thursday of the first week, the party caucuses are the big event of that week and are held on Tuesday night at 8 o'clock, preceding the convening of the Legislature. By long established custom, the majority party in the House caucuses in the Hall of the House and is called to order by the oldest member of the party, who may or may not be named permanent chairman of the House caucus. The majority party in the Senate caucuses in the Judiciary Room and, by custom, the Secretary of the Senate presides at that caucus. A joint caucus of the majority party is held in the Hall of the House immediately following the caucuses of the majority party in the two branches. This caucus is presided over by a Senator selected by the Senate caucus. For several sessions, the minority party has held a joint caucus only, and this meets by custom in the Senate Chamber.

At the House caucus, the following officers are nominated: Speaker of the House, Clerk of the House, Assistant Clerk of the House, Sergeant-at-Arms, Assistant Sergeant-at-Arms, Doorkeeper, two Pages, and a Document Clerk.

In the Senate caucus, a President of the Senate and officers similar to those in the House are nominated, with a Postmaster substituted for a Document Clerk.

In the joint caucuses, councilors are nominated. Usually, the candidate nominated by the delegation from the County to be represented becomes the nominee of the caucus. State Officers to be elected are also nominated. In 1955 the following State Officers are to be elected: Secretary of State, State Treasurer, and Attorney General. The terms of the Commissioner of Agriculture and the State Auditor are for 4 years and they were elected in 1953.

The Senate and House caucuses also elect floor leaders and assistant floor leaders. These are officers of the political parties and, of course, are not elected by the Legislature. The names of those elected by the political parties are announced in the Senate and House in order that the Journal may show who are the official floor leaders of the two parties.

THE FIRST DAY - ORGANIZATION

The Secretary of the Senate and the Clerk of the House of the last Legislature are the organizing officers of the new Senate and House and they preside until a President of the Senate and a Speaker of the House are elected. The members-elect of the House, having been called to order by the Clerk, and the roll having been called to ascertain if a quorum is present, a message is sent to the Governor advising him that the members-elect are ready to receive the oaths necessary to qualify them to enter upon their duties. The Governor and Council then come into the hall of the House and the Governor, in the presence of the Council, administers the oaths required by the Constitution. The same procedure is followed in the organization of the Senate. The House then proceeds to elect its Speaker, Clerk, Assistant Clerk and subordinate officers, adopt rules and pass the necessary orders to effect its organization.

In the afternoon of the first day, the two branches meet in joint convention for the purpose of electing members of the Executive Council and State Officers.

INAUGURATION

In accordance with the Constitution, the Governor is inaugurated on Thursday of the first week of the session, usually at eleven o'clock. A joint convention of the two branches assembles in the hall of the House and the Supreme Court is invited to attend the ceremonies.

At all joint conventions, the President of the Senate presides as chairman. The Governor-elect is then invited to attend the convention for the purpose of taking the oaths required by the Constitution and delivering his inaugural address. These oaths are administered by the President of the Senate. It is a matter of custom that members may have their wives and members of their immediate family sit inside the rail of the House with them during the inauguration.

INTRODUCTION OF LEGISLATION

All bills and resolves must be introduced by a Senator or a member of the House. A member may have a measure drafted on his own initiative or may, of course, receive a proposed bill from an interested group or from constituents back home with the request that he introduce it. If a member does not wish to sponsor a measure personally, he may introduce it "by request", which really amounts to a statement that the bill is not his own and that he does not necessarily favor its enactment.

Of course, some legislation originates in the Governor's office or in the state departments but wherever the ideas originate, in order to be considered by the legislature, bills and resolves must be introduced by a Senator or a member of the House.

THE LEGISLATURE IN ACTION

The enormous load of the Legislature makes organization essential. The pattern of organization and procedure has been designed and developed over the years to prevent hasty and unwise legislation, to insure the careful review of the hundreds of proposals coming before the Legislature and to provide for the orderly flow of business.

It is not the purpose of this Handbook to cover the parliamentary procedures followed in the enactment of laws. Sometime, a special parliamentary manual for the State of Maine may well be undertaken.

"The Story of a Bill", a complete and most informative but brief statement of the principal processes through which legislative proposals pass before they are enacted into law, appears at the end of this manual.

Cloture. Obviously it would be impossible for a legislature to complete its duties seasonably unless there were some time limit upon the introduction of proposed legislation. Early in each regular session, the two branches usually pass a joint order fixing a time limit for the introduction of proposed legislation and providing that after that time no bills or resolves shall be introduced unless by unanimous consent of both branches. If unanimous consent is refused in the second branch, the matter is automatically referred to the next legislature. The usual time limit is the fourth week of the session for private and special legislation and the fifth week for public bills and resolves.

Joint Committees. Maine is one of the few states in which the legislature acts through joint standing committees. The immense volume of business considered by a legislature makes it impossible for all members to inform themselves in detail concerning all matters. The committee system is the result of this situation.

In Maine, proposed legislation, as it is introduced, is referred to joint standing committees. Of course, both the House and the Senate have to agree upon the committee that shall receive and consider proposed legislation.

There are twenty-three joint standing committees. Twenty-two of these consider bills, holding hearings at which the public is given an opportunity to be heard for and against proposed legislation. The other joint standing committee, the Committee on Reference of Bills, recommends the committees to which matters shall be referred. All proposed legislation goes through the Reference of Bills Committee.

Committee Procedure. The joint standing committees that consider legislation consist of ten members--three senators and seven representatives. In the Senate the members are nominated by the President and elected by the Senate; in the House the Speaker has the authority to name committees unless the House should otherwise order, which is seldom, if ever, done.

The first-named Senator is the chairman of the committee. The first-named House member is referred to as House Chairman and acts as chairman of the committee in the absence of the Senate Chairman.

Maine is also one of the few states in which every bill is given a hearing. There are rare exceptions, only one or two at each regular session.

Committee hearings are advertised in the daily newspapers: if the proposed legislation is of state-wide interest, in all daily newspapers; if of sectional interest only, in the newspapers in the part of the state affected. Notices of all hearings are published in the Kennebec Journal, the State paper. The Tuesday morning issues of the Kennebec Journal carry notices of all hearings to be held in that week.

At committee hearings, proponents and opponents of proposed legislation are given an opportunity to be heard with reasonable time limits observed. A more detailed statement of the committee functions appears in "The Story of a Bill".

Debate (brief comment). Neither the House nor the Senate has in its rules any limits on debate so far as the length of time that a member may speak is concerned. In the House, a member may not speak more than twice on the same subject without leave of the House. Only in the House is the motion for the previous question permitted by the rules. This motion has for its purpose the cutting off of debate and the bringing about of an immediate vote upon the main question before the House.

The rules under which both the House and Senate operate provide that members shall not address each other directly by name on the floor. This should be remembered by all members. In the Senate, a fellow member is commonly addressed and referred to as "the Senator from _____, Senator _____." In the House, members refer to each other as "the gentleman from _____, Mr. _____," or "my colleague from _____, Mr. _____."

In the Senate, the presiding officer is addressed as "Mr. President"; in the House, as "Mr. Speaker." In both branches, a member may not address the body or make a motion until he has been formally recognized by the presiding officer.

AIDS TO THE LEGISLATOR

Legislative Reference Section--State Library. The State Library, with its Law and Legislative Reference Sections, is located on the main floor directly under the House of Representatives. A large collection of books, pamphlets,

and clippings on subjects closely related to problems of government, makes it possible to find some information on nearly any topic of interest to a legislator. Particularly useful are the extensive files of legislative documents, records, statutes, and session laws; annual reports of all towns and counties; Maine department reports; cumulative indices to all private and special laws, resolves, and members of the legislature from 1820 to date; and a temporary index to the subject matter of bills under current consideration. The members may use the library for research and may take out material on loan. Members and their wives enjoy the usual privileges of borrowing from the Library's general collection of books, too.

Preparation of Legislation. The Director of Legislative Research drafts legislation for individual legislators. Members wishing to introduce legislation should, as early as possible, file information and data with the Director sufficient for him to draft the legislation desired. Requests for drafting bills may be made by mail but personal consultation with the Director is preferable. It is the duty of the Director to check the form of the proposed legislation and laws affected by it. All requests are handled in absolute confidence and are, of course, not discussed outside his immediate staff.

The Legislative Docket. In the last session of the Legislature, 1046 bills and 612 resolves were introduced. New drafts reported by the committees numbered 144. Amendments offered numbered 634. Of these bills and resolves, 604 Acts and 204 Resolves were enacted and became the law of the State.

Only a few of the members of the Legislature can take the time to personally follow and know the status of all measures pending and under consideration. To enable members at any time to secure accurate information as to the status of any matter before the Legislature, a Legislative Docket is maintained in the office of the Clerk of the House. This Legislative Docket, first established in 1933, has been developed and enlarged through the years until it has become almost indispensable to the members, and also to interested citizens, as a source of dependable information on the progress of proposed legislation. Every action on every matter in both branches of the Legislature is noted in this Docket, as well as other pertinent information such as dates of proposed hearings. A cumulative index of the bills and resolves is kept in connection with the Docket, making it possible to locate speedily the measure inquired about.

Advance Journal and Calendar. Prior to 1931, the Advance Journal, or list of matters to come up other than those that were placed on the Calendar as provided by the rules, was used only by the Secretary of the Senate and Clerk of the House. In 1931, the House directed that the Clerk have such lists or Advance Journal printed for the use of the members. Members, therefore, have available each morning, before the Legislature meets, printed lists of the business that is to come before their bodies that day. Matters that have been placed upon the table for future consideration are included in this publication as the Calendar.

The Legislative Record. The State of Maine is one of the few States having a verbatim record of the proceedings, including the debate in its Senate and House. Proceedings and debate are taken down by experienced court reporters, and printed. Unless the daily sessions are long and include extended debate, proof of the record is available on the succeeding day; and, approximately weekly, the record is printed in pamphlet form and distributed to the members. After the close of a session, the record is indexed and bound and copies furnished to each member of the Legislature.

Journals. The Constitution requires that Journals of the Senate and House be kept by the Secretary of the Senate and Clerk of the House, respectively. These Journals are the official record of the action of the Legislature. They contain only the action taken by the branches. They are not printed but are typewritten and bound, and are filed with the Secretary of State. Copies are also placed in the State Library.

Printed Bills. Almost all the bills and resolves presented to the Legislature are printed before they are referred to a Committee. After printing they are usually referred to as "Legislative Documents." Printed bills are distributed to the members' desks daily, as are copies of the Advance Journal and Calendar, proof of the Legislative Record and other official documents. All material placed upon the desks of members, other than official documents, must comply with the provisions of the State Corrupt Practices Act, viz: must have the name and address of the individual or name and address of the chairman or secretary of the organization using same if it is intended to influence legislation. Additional copies of printed bills may be obtained from the Document Room in reasonable numbers.

Senate and House Register. The Legislature has always ordered the preparation and publication of the Senate and House Register, which includes a list of the members, together with certain information regarding their Augusta addresses during the session; lists of committees; rules of the Senate and House, and the joint rules. It is of the utmost importance that members of the House complete the Information Blank that is placed upon their desks the first day, as soon as possible, and file it with the Clerk of the House, as the copy for the printed Register is made up on Friday of the first week.

Notices. For many years it was the custom, just before daily adjournment of the Senate and House, for the Secretary and Clerk to read notices of committee hearings, delegation meetings, and so forth, that had been filed with them. Starting in 1951, the Clerk of the House began mimeographing the notices that were filed in his office up to the time of the daily assembling of the House. These mimeographed notices were distributed to the members of the House before the House adjourned. Notices not received by the Clerk in time to go on the mimeographed list are read by the Clerk immediately before adjournment each day.

Seats. In the Senate, the seating of the members is according to long-established custom. Certain seats in the Senate are occupied year after year by Senators from the same County. In the House, prior to the 96th Legislature, it was the custom to permit seats to be chosen by the floor leaders, by the lady members of the House, and by members physically handicapped. In the last Legislature, returning members were also given the same seats that they occupied in the previous Legislature. New members draw for the remaining seats. It has never been the custom in the Maine House to segregate the political parties. Once or twice such a proposal has been made, but it has never been adopted. Members, in drawing seats, receive a card bearing the number of the seat they have drawn. The rules provide that members may exchange seats, with the consent of the Speaker. The Speaker usually gives his consent to members to exchange seats until a certain time, usually 10 a.m. of Thursday of the first week. Members exchanging seats, of course, exchange cards. Keys to a member's seat and his locker are obtained from the Sergeant-at-Arms upon surrender of his signed seat card.

Telephone, Telegraph Service. It has been the custom in former legislatures to provide members with free telephone and telegraph service for official messages from Augusta to points within the State of Maine. The usual

number is fifty (50) telephone calls, and fifteen (15) telegrams.

Postage and Express. Legislatures have in the past provided for each member postage stamps to the extent of \$6.00, and parcel post and express, for the distribution of public documents, etc., to the amount of \$5.00.

Mail. A legislative post office is maintained on the third floor of the State House. Members of the House may obtain their mail from the legislative postmaster. First-class mail may be deposited by the members in a mailbox maintained by the regular State House post office on the third floor of the State House, or it may be deposited in the legislative post office. Parcel post packages should be delivered to the Sergeant-at-Arms who will require the member to sign a card, and the postal charges will be charged against the member's allotment for parcel post and express.

Newspapers. In past sessions, the Legislature has voted each of its members two daily papers. These papers must be ordered by the Secretary of the Senate and Clerk of the House. Forms for requesting these papers are placed upon the members' desks the first day of the session.

Pay and Travel of Members. Members receive weekly travel pay from their homes to Augusta and return. This travel is figured by the State Controller, and checks for the travel may be picked up weekly in the offices of the Secretary of the Senate and Clerk of the House. The last Legislature increased the salary of members to \$1,000.00 for the regular session. Recent legislatures have provided that members receive an advance on their pay of ten per cent (\$100 in 1955) each two weeks, beginning the second week of the session. Salaries of members are not subject to the F.I.C.A. or Social Security taxes. They are, however, subject to income tax withholding. An exemption certificate should be filed by members with the Secretary of the Senate and Clerk of the House the first week of the session. Members of the Legislature are exempt from paying the federal tax on railroad, bus, and plane tickets when travelling to and from Augusta each week during the session. Certificates of exemption, to be filed when transportation tickets are purchased, are available in the office of the Secretary of the Senate and Clerk of the House.

Automobile Number Plates. The Automobile Law provides for special number plates for members of the Legislature. The style and color of these plates is determined early in

the legislative session and as soon as available a special application is made by the member, to the Secretary of State, for the legislative number plate. The number on the plate, in the House, corresponds to the member's seat number. The cost of these special plates to the member is \$2.00, payable to the Secretary of State.

Identification. All members of the House are furnished with identification badges. They may be obtained from the office of the Clerk of the House on Tuesday before the Legislature convenes. The wearing of these badges during the early days of the session is of great assistance to the officers of the Senate and House. In the coming session, almost the entire force of floor officers in the House will be new and will not know all of the old members. It is, therefore, of the greatest importance that these badges be worn, especially on Thursday when the inauguration ceremonies are held, in order that the officers may be assisted in identifying members and not permitting unauthorized persons inside the rail in the House.

Press. The happenings of the Legislature are reported to the people back home by a group of State House reporters and special writers who represent various papers and news services. The Associated Press and the United Press both maintain permanent bureaus at the State House, as does the Gannett Publishing Company. The legislative press room, for many years known as the "Hub of Hell," is located on the fourth floor, over the office of the Clerk of the House, in room No. 400. This room is assigned by statute to the reporters covering the Legislature, and is the only space in the State House which is assigned by law.

STATE OFFICES

All State governmental departments and bureaus are always glad to be of service to legislators by providing information concerning their activities and supplying any reasonable service to a legislator within their jurisdiction and responsibility. State departments and bureaus are located during the Legislature as follows: (Office is in the State House unless otherwise indicated.)

Accounts and Control:

Main Office, second floor
Machine Room, first floor

Adjutant General's Department:

Airport

Aeronautics Commission:

Airport

Agriculture Department:

Main Office, third floor
Animal Industry, Highway-Health Building
Division at 134 Grove Street

Attorney General's Department:

Third floor

Audit Department:

Fourth floor

Banking Department:

Fourth floor

Cafeteria:

First floor

Civil Defense and Public Safety Agency:

Airport

Development Commission:

First floor

Education Department:

Second floor

Employment Security Commission:

331 Water Street

Executive Department:

Third floor

Finance and Administration:

Second floor

Forest Service:

Highway-Health Building

Department of Health and Welfare:

241 State Street

Bureau of Health:

Highway-Health Building

Highway Department:

Highway-Health Building

Industrial Accident Commission:

Vickery and Hill Building

Inland Fisheries and Game Department:

First floor

Institutional Service:

Highway-Health Building

Insurance Department:

Vickery and Hill Building

Labor and Industry:

Vickery and Hill Building

Legislative Research Committee:

Third floor

Library:

Second floor

Liquor Commission:

Vickery and Hill Building
Division, second floor State House

Maine Dairy Council Committee:

Water Street near Post Office

Maine Milk Commission:

Vickery and Hill Building

Maine Sardine Industry:

15 Grove Street

Maine State Employees' Credit Union:

First floor

Maine State Retirement System:

Vickery and Hill Building

Park Commission:

Vickery and Hill Building

Personnel Department:

Vickery and Hill Building

Press:

Hub of Hell

Public Buildings Department:

Second floor

Public Utilities Commission:

Fourth floor

Purchases Bureau:

First floor

Printing Department:

First floor

Post Office:

First floor

Racing Commission:

Fifth floor

Real Estate:

Fifth floor

Sea and Shore Fisheries Department:

Vickery and Hill Building

State Department: (Secretary of State)

Second floor

Registration Building, State Street

State Police Department:

66 Hospital Street

Taxation Bureau:

Vickery and Hill Building

Treasury Department:

Second floor

Veterans' Affairs Department:

Third floor

SOME OF THE THINGS THAT A MEMBER OF THE LEGISLATURE SHOULD DO THE FIRST WEEK

Be in attendance at the caucuses of his party.

Be present in the branch to which he was elected at 10 a.m. on Wednesday morning.

(New members in the House should occupy seats that do not have name cards in place. Members are not required to present the official notification of their election received from the Secretary of State.)

Wear the badge provided for him, at least during the first week of the session.

After the oaths of office have been taken, sign the certificate that will be found upon his desk.

Prepare and file his order for newspapers.

Prepare and file the official Information Blank, from which the Senate and House Register is made up. (If possible, be sure to give Augusta address during session, together with telephone number.)

File with the Clerk of the House withholding tax exemption certificate.

Secure keys from the Sergeant-at-Arms in the House, turning in the seat card that has been drawn, but only after all exchanges of seats have been completed.

THE STORY OF A BILL
by
E. May Chapman
Assistant Clerk of the House

Petitions, Bills and Resolves must be presented by a member of the Legislature.

To be received in House any paper must be presented by a member of the House.

To be received in Senate a paper must be presented by a Senator.

Petitions, Bills and Resolves are placed in hopper. In House they are removed by Clerk or Assistant Clerk. Committee on Reference of Bills consisting of the President Ex-Officio, and one Senator, and the Speaker Ex-Officio with two members from the House considers and suggests reference to a Committee. There are now 23 Joint Standing Committees with a few House Standing and Senate Standing Committees.

These are given a paper number, recorded on an Advance Journal which is printed over night and placed on the desk of each member before the day's session.

They may be referred as suggested or by vote of the House and Senate, may be referred to another committee.

All joint matters must be acted on by both the House and Senate.

After reference to a certain committee is agreed upon and voted by both branches, the House and Senate, each Committee receives bills, etc. which are referred to it and then advertised in daily papers throughout the State that hearings will be held on a certain day at a certain time in order that anyone interested may have an opportunity to be heard by the Committee.

People may speak for themselves on any matter before a Committee, but paid lobbyists must register with the Secretary of State that they are appearing and whom they represent.

After the hearing, the Committee then goes into executive session, excluding all but the Committee unless there may be someone they especially would like to question further. The Committee then voices its decision by filing with the branch in which the petition, bill or resolve originated, a Report. If all agree on the Report to be made, it is

then an unanimous report signed by one member of the Committee. If a House Report, it must be signed by a member of the House. If a Senate Report, it must be signed by a Senator.

The Committee may not all agree and when the members do not all wish to sign the same report, it is then a Divided Report.

This may be a Majority and Minority Report (if the Committee is not evenly divided on question) or Report "A" and "B" when evenly divided.

The Report is then considered by the branch of the Legislature, either the Senate or House, to which it is reported and if the Report is unanimous and unfavorable, ought not to pass, and accepted then sent to the other branch and accepted, the matter is dead and goes into the files.

If the Report is favorable and accepted in both branches, the Bill or Resolve then is read.

In the House a Bill is given three several readings, usually two readings one day and the third reading the next legislative day; a Resolve is given two several readings with one reading given one day and the second reading given on the successive legislative day.

In the Senate a Bill and Resolve are both given two several readings in like manner.

Anywhere along the way, upon consideration, a matter may be tabled by a member of either branch, if there is some question regarding the subject matter. By vote of both branches any matter may be indefinitely postponed or referred to the next Legislature.

After having received the necessary readings in both branches, the Bills and Resolves are sent to the Engrossing Department and the Committee on Engrossed Bills then sends them back to the House for further consideration in the form which is eventually to be signed by the Speaker of the House, the President of the Senate and the Governor in order to become a law.

All Bills and Resolves become a law 90 days after adjournment of the Legislature in the usual course, but an emergency requires a two-thirds vote of the entire elected membership of both branches. A constitutional amendment requires a vote of two-thirds of the members present and

voting in both the House and Senate before going to the Governor for his signature. Emergencies become law when signed.

The Governor has five days in which to sign Bills and Resolves. If he does not sign or return them to the Legislature in this time, they become a law without his signature. Should he return them to either branch with a veto message, after reconsideration, in order to pass, matters must receive a two-thirds vote of the members present. The question voted on is, "Shall this Bill become a law notwithstanding the objections of the Governor?" or, "Shall this Resolve be finally passed notwithstanding the objections of the Governor?"