

1.1 A Senate resolution  
1.2 amending the Temporary Rules of the Senate.  
1.3 Temporary Senate Rule No. 51 is amended to read:

1.4 **51. OTHER DUTIES OF SECRETARY**

1.5 51.1 The Secretary ~~shall~~ must not issue a certificate authorizing the payment of money by  
1.6 virtue of a motion or resolution, unless the motion or resolution is voted for by a majority of the  
1.7 whole Senate on a roll call vote.

1.8 51.2 The Secretary and the Engrossing Secretary ~~shall~~ must correct all mistakes in numbering  
1.9 the sections and reference to them, whether the errors occur in the original bill or are caused by  
1.10 amendments to it.

1.11 51.3 The Secretary is the agent of the Senate for the purchase of supplies and services. The  
1.12 Secretary's records on purchase of supplies and services are open for inspection.

1.13 51.4 The Secretary ~~shall~~ must adopt administrative controls to ensure that each member is  
1.14 accountable for the member's own long distance telephone calls and that Senate telephones are used  
1.15 only for Senate business.

1.16 51.5 By the 15th day of April, July, October, and January of each year, the Secretary ~~shall~~  
1.17 must submit a detailed report of Senate expenditures during the previous quarter to the Committee  
1.18 on Rules and Administration.

1.19 51.6 The Secretary's public records may be inspected during normal business hours.

1.20 51.7 The Secretary of the Senate, with the approval of the Committee on Rules and  
1.21 Administration, must secure bids and enter into contracts for the printing of the bills and binding  
1.22 of the permanent Senate Journal; must secure bids and enter into contracts for remodeling,  
1.23 improvement, and furnishing of Senate office space, conference rooms, and the Senate Chamber;

2.1 and must purchase all supplies, equipment, and other goods and services necessary to carry out the  
2.2 work of the Senate. Any contracts in excess of \$..... must be approved by the Chair of the Committee  
2.3 on Rules and Administration and the minority leader. If a contract includes a provision that allows  
2.4 for termination of the contract or withdrawal of the Senate as party to the contract, the Chair or the  
2.5 minority leader may notify the Secretary, in writing, that the Chair or minority leader intends to  
2.6 withdraw approval of the contract. Upon receiving the notification, the Secretary must determine  
2.7 the process for terminating the contract or withdrawing from the contract and notify the Chair and  
2.8 the minority leader of the process and timeline for doing so. After ..... days or the period specified  
2.9 in the contract for termination or withdrawal, whichever is longer, the Secretary must terminate  
2.10 the contract or withdraw from the contract unless the Committee on Rules and Administration acts  
2.11 to approve the contract.