CONSTITUTIONAL OFFICERS

There are three officers in the State commonly known as Constitutional Officers: the Secretary of State, the Comptroller, and the Treasurer. The Constitution provides that each shall be elected by the members of the General Assembly; the Secretary of State for four years and the Comptroller and Treasurer for two years each.

The **Secretary of State** is mandated by the Constitution to keep a register of all official acts and proceedings of the Governor. That office also keeps all acts and resolutions adopted by the General Assembly and signed by the Governor. Statute also requires duties relating to corporate charters, trademarks, notary commissions, State Administrative Rules and Regulations. The Secretary of State serves on the State Funding Board, Board of Equalization, Board of Claims, State Building Commission, Library and Archives Management Board, School Bond Authority, Publications Committee, Public Records Commission, Tennessee Housing Development Agency, Board of Trustees of Tennessee Consolidated Retirement System, State Capitol Commission, Tennessee Competitive Export Corporation, Nashville Thermal and others. The Election Commission and State Library and Archives are in this department. They have offices in the State Capitol as well as the William R. Snodgrass Tennessee Tower.

The **Comptroller of the Treasury** is responsible for audits of State and local governmental entities and participates in the general financial and administrative management of State Government. The Comptroller is a member of the State Building Commission, State Capitol Commission, Board of Claims, Board of Equalization, State Funding Board, Tennessee State School Bond Authority, Tennessee Local Development Authority, Tennessee Housing Development Agency, Board of Standards, Tennessee Consolidated Retirement System Board of Trustees, Health Services and Development Agency, Tennessee Student Assistance Corporation, Publications Committee, Public Records Commission, State Insurance Committee, Local Education Insurance Committee, Local Government Insurance Committee, State Library and Archives Management Board, Tennessee Advisory Commission on Intergovernmental Relations, Information Systems Council, Tennessee Competitive Export Corporation, State Trust of Tennessee Board of Directors, Child Care Facilities Corporation, Governor's Council on Health and Physical Fitness, Sports Festivals, Inc., Utility Management Review Board, Wastewater Financing Board, Council on Pensions and Insurance, Higher Education Commission, Baccalaureate Education System Trust, Security for Public Deposit Task Force, and the Tuition Guaranty Fund Board. The Capitol Print Shop is part of the Comptroller's Office. The Comptroller of the Treasury has an office in the State Capitol and offices in the James K. Polk State Office Building. The Comptroller Emeritus has an office in the William R. Snodgrass Tennessee Tower.

The **State Treasurer** is charged with various duties including accounting for the receipt and disbursement of public funds, investing available cash balances, administering the Tennessee Consolidated Retirement System and investing the pension fund, operating the State's Unclaimed Property Program, administering the State Employee's Deferred Compensation Program and directing the staff of the Division of Claims, and the Tennessee Claims Commission, operation of the Flexible Benefits Program for state employees and the Baccalaureate Education System Trust (BEST), the state's prepaid tuition and savings programs. The Treasurer is a member of the Funding Board, Board of Claims, Board of Equalization, School Bond Authority, Tennessee Student Assistance Corporation, State Library and Archives Management Board, State Employee Group Insurance Committee, Tennessee Competitive Export Corporation, Tennessee Housing Development Agency, Local Development Authority, Defense Counsel Commission, Council on Pensions and Retirement, Public Records Commission, State Building Commission, Board of Trustees of the Tennessee Consolidated Retirement System, Investment Advisory Council, State Capitol Commission, and BEST Board of Trustees. The Treasurer has an office in the State Capitol; staff offices are in the Andrew Jackson State Office Building.

CONSTITUTIONAL OFFICERS

COMPTROLLER OF THE TREASURY	**John G. Morgan**	**Capitol 741-2501**
Staff Assistant	Faye Weaver	Capitol 741-2501
Secretary to the Comptroller	Freida Smith	Capitol 741-2501
Secretary	Betty H. Brown	Capitol 741-2501
Comptroller Emeritus	William R. Snodgrass	William R. Snodgrass Tennessee Tower 253-3762
SECRETARY OF STATE	**Riley Darnell**	**Capitol 741-2817**
Exec. Asst. to the Secretary	James W. Simmons	Capitol 741-2817
Exec. Secretary	Joyce Walker	Capitol 741-2817
Receptionist/Scheduler	Margaret Tolleson	Capitol 741-2819
Personnel Director	Bard Fisher	7th Flr., William R. Snodgrass Tennessee Tower 741-7411
State Election Coordinator	Brook Thompson	8th Flr., William R. Snodgrass Tennessee Tower 741-7956
Public Chapters	Arlene Patton	8th Flr., William R. Snodgrass Tennessee Tower 741-7410
STATE TREASURY	**Steve Adams**	**Capitol 741-2956**
Exec. Asst. to the Treasurer	Dale Sims	Capitol 741-2956
Exec. Asst. for Administration	Janice Cunningham	Capitol 741-2956
Exec. Secretary to the Treasurer	Malinda Hudson	Capitol 741-2956
Assistant to the Treasurer	Steve Curry	11th Flr., AJ Bldg. 532-1167