

1.1 A Senate resolution  
1.2 relating to conduct of Senate business during the interim between Sessions.

1.3 BE IT RESOLVED, by the Senate of the State of Minnesota:

1.4 The powers, duties, and procedures set forth in this resolution apply during the interim  
1.5 between the adjournment sine die of the 93rd Legislature, 2024 Session, and the convening of the  
1.6 94th Legislature, 2025 Session.

1.7 The Committee on Rules and Administration may, from time to time, assign to the various  
1.8 committees and subcommittees of the Senate, in the interim, matters brought to its attention by any  
1.9 member of the Senate for study and investigation. The standing committees and subcommittees  
1.10 may study and investigate all subjects that come within their usual jurisdiction, as provided by  
1.11 Minnesota Statutes, Section 3.921. A committee shall carry on its work by subcommittee or by  
1.12 committee action as the committee from time to time determines. Any study undertaken by any of  
1.13 the standing committees, or any subcommittee thereof, shall be coordinated to the greatest extent  
1.14 possible with other standing committees or subcommittees of the Senate and House of  
1.15 Representatives, and may, if the committee or subcommittee so determines, be carried on jointly  
1.16 with another committee or subcommittee of the Senate or House of Representatives.

1.17 The Subcommittee on Committees of the Committee on Rules and Administration shall  
1.18 appoint persons as necessary to fill any vacancies that may occur in committees, commissions, and  
1.19 other bodies whose members are to be appointed by the Senate as authorized by rule, statute,  
1.20 resolution, or otherwise. The Subcommittee on Committees may appoint members of the Senate  
1.21 to assist in the work of any committee.

1.22 The Committee on Rules and Administration shall establish positions, set compensation and  
1.23 benefits, appoint employees, and authorize expense reimbursement as it deems proper to carry out  
1.24 the work of the Senate.

2.1 The Committee on Rules and Administration may authorize members of the Senate and  
2.2 personnel employed by the Senate to travel and to attend courses of instruction or conferences for  
2.3 the purpose of improving and making more efficient Senate operation and may reimburse these  
2.4 persons for the costs thereof out of monies appropriated to the Senate.

2.5 All members of activated standing committees or subcommittees of the Senate, and staff,  
2.6 shall be reimbursed for all expenses actually and necessarily incurred in the performance of their  
2.7 duties during the interim in the manner provided by law. Payment shall be made by the Secretary  
2.8 of the Senate out of monies appropriated to the Senate for the standing committees. The Committee  
2.9 on Rules and Administration shall determine the amount and manner of reimbursement for living  
2.10 and other expenses of each member of the Senate incurred in the performance of Senate duties  
2.11 when the Legislature is not in regular session.

2.12 The Secretary of the Senate shall continue to perform his duties during the interim. During  
2.13 the interim, but not including time which may be spent in any special session, the Secretary of the  
2.14 Senate shall be paid for services rendered the Senate at the rate established for his position for the  
2.15 2024 regular session, unless otherwise directed by the Committee on Rules and Administration,  
2.16 plus travel and subsistence expense incurred incidental to his Senate duties, including salary and  
2.17 travel expense incurred in attending meetings of the National Conference of State Legislatures.

2.18 Should a vacancy occur in the position of Secretary of the Senate, by resignation or other  
2.19 causes, the Committee on Rules and Administration shall appoint an acting Secretary of the Senate  
2.20 who shall serve in that capacity during the remainder of the interim under the provisions herein  
2.21 specified.

2.22 The Secretary of the Senate is authorized to employ after the close of the session the employees  
2.23 necessary to finish the business of the Senate at the salaries paid under the rules of the Senate for  
2.24 the 2024 regular session. The Secretary of the Senate is authorized to employ the necessary  
2.25 employees to prepare for the 2025 session at the salaries in effect at that time.

2.26 The Secretary of the Senate shall classify as eligible for benefits under Minnesota Statutes,  
2.27 Sections 3.095 and 43A.24, those Senate employees heretofore or hereafter certified as eligible for  
2.28 benefits by the Committee on Rules and Administration.

2.29 The Secretary of the Senate, as authorized and directed by the Committee on Rules and  
2.30 Administration, shall furnish each member of the Senate with postage and supplies, and upon proper  
2.31 verification of the expenses incurred, shall reimburse each member for expenses as authorized from  
2.32 time to time by the Committee on Rules and Administration.

2.33 The Secretary of the Senate shall correct and approve the Journal of the Senate for those days  
2.34 that have not been corrected and approved by the Senate, and shall correct printing errors found in  
2.35 the Journal of the Senate for the 93rd Legislature. The Secretary of the Senate may include in the  
2.36 Senate Journal proceedings of the last day, appointments by the Subcommittee on Committees to  
2.37 interim commissions created by legislative action, permanent commissions or committees established

3.1 by statute, standing committees, official communications and other matters of record received on  
3.2 or after adjournment sine die.

3.3 The Secretary of the Senate may pay election and litigation costs as authorized by the  
3.4 Committee on Rules and Administration.

3.5 The Secretary of the Senate, with the approval of the Committee on Rules and Administration,  
3.6 shall secure bids and enter into contracts for the printing of the bills and binding of the permanent  
3.7 Senate Journal, shall secure bids and enter into contracts for remodeling, improvement and furnishing  
3.8 of Senate office space, conference rooms and the Senate Chamber and shall purchase all supplies,  
3.9 equipment and other goods and services necessary to carry out the work of the Senate. Any contracts  
3.10 in excess of \$20,000 shall be approved by the Chair of the Committee on Rules and Administration  
3.11 and another member designated by the chair.

3.12 The Secretary of the Senate shall draw warrants from the legislative expense fund in payment  
3.13 of the accounts herein referred to.

3.14 All Senate records, including committee books, are subject to the direction of the Committee  
3.15 on Rules and Administration.

3.16 The Senate Chamber, retiring room, committee rooms, all conference rooms, storage rooms,  
3.17 Secretary of the Senate's office, Rules and Administration office, and any and all other space  
3.18 assigned to the Senate shall be reserved for use by the Senate and its standing committees only and  
3.19 shall not be released or used for any other purpose except upon authorization of the Secretary of  
3.20 the Senate with the approval of the Committee on Rules and Administration, or the Chair thereof.

3.21 The commissioner of administration shall continue to provide parking space through the  
3.22 Secretary of the Senate for members and staff of the Minnesota State Senate. The Secretary of the  
3.23 Senate may deduct from the check of any legislator or legislative employee a sum adequate to cover  
3.24 the exercise of the parking privilege herein defined in conformity with the practice of the Department  
3.25 of Administration.