

MINUTES OF THE MEETING
LEGISLATIVE ADMINISTRATION COMMITTEE
MONTANA STATE SENATE

APRIL 20, 1987

A meeting of the Legislative Administration Committee was called to order by Chairman Chet Blaylock on April 20, 1987, in Room 415 of the State Capitol.

ROLL CALL: All members of the committee were present with the exceptions of Senators Lynch and Crippen. Also present were the following: Ralph Erving, Sergeant-at-Arms; Margaret Regan, Assistant Sergeant-at-Arms; and Bonnie Wallem, Secretary of the Senate.

SENATORS' PICTURES: Chet brought up the framing of the large group of pictures of the individual senators which is hung outside of the Senate Chambers. He explained that there is enough money left over to have a nice permanent frame made to enclose the pictures, which would make it easier to changing of the pictures before each session by sliding the pictures in and out.

Senator McCallum asked how much money was left over that could be used for this project. Margaret reported that there was approximately \$18,000 left over.

Senator Kolstad asked how much it would cost to build this permanent picture frame.

Senator Blaylock reported it would cost between \$800 and \$900.

Bonnie Wallem stated that two years ago when she checked into the cost of building this frame, the cost at that time would have been just over \$1,000. It consisted of a wooden frame with a glass cover which would swing open. This cost figure was received from Yuhus Mill Works in Helena.

Senator Blaylock reported that it would be similar to high school trophy cases.

Senator Kolstad stated that he felt that the proposed costs were too high and that he knew of a man at Conrad which does very lovely woodworking and would do the job at a considerable less cost, perhaps even at one-half the proposed cost.

MOTION: A motion was made by Senator Manning that Senator Kolstad contact his friend to come and look at the present

picture display and explained what the Senate would like to have. If the costs is within reason, Senator Kolstad would be able to authorize the work to the done. Seconded by Senator McCallum. Motion carried.

SECRETARIES: Senator Blaylock reported that he had talked with most of the Committee Chairs and that their secretaries would complete their work within a few days after session.

Everyone was in agreement that Jewell Lee would be left to help the remaining secretaries with the copying and also to help with putting their books together. Janean Meacham would also be left on the payroll to help the secretaries with their proofing and also their typing.

INTERNATIONAL ROLL CALL: Bonnie stated that the voting machine had lost a couple of votes during the session. The program which the Senate has is very old and and our present program cannot talk with IRC's program. Four other states have the same problem. IRC would come and update the program for a cost of approximately \$3,500. It would cost approximately between 5 and 6 thousand dollars to purchase all the things that are available. Updating of the program would be money well spent.

Senator McCallum asked if there had been any money spent of the voting machine this year. Bonnie report that only maintenance money had been spent.

Senator McCallum further stated that he felt that it is very important to keep the voting machine in top notch condition.

Senator Kolstad stated that it is very necessary to keep the computers updated. He felt that there needs to be more communication with IRC. This matter will be checked into further.

SERGEANT-AT-ARMS OFFICE ACCOMPLISHMENTS: Ralph Erving highlighted some of the accomplishments of his office for the committee. They were the following:

Furniture acquisition. A total of 25 desks and 19 chairs along with other miscellaneous furniture was acquired at no cost from the Department of Labor.

New space. Rooms 10A, 12, and 103 were added to the Senate inventory space. Each Senator was provided with office space and furniture.

Room 413/415. Ventilation in Room 413/415 was noticeably improved. This was accomplished at the suggestion of one of the Senate security guards by replacing some of the ceiling tiles with egg crate panels.

Key identification. A new system of identifying keys for desks, file cabinets, and etc., was installed.

Pages. There were 126 pages employed during the session. Pages this session were assigned to committee hearings to assist secretaries in various duties in addition to their regular duties.

Inventory update. The PC Computer was employed for the first time to enter inventory of Senate property.

Microphones. Flexible extensions were attached to a number of microphone stands in the Senate chambers.

PAMS. Property Accountability Management System brought up to date with addition of transferred furniture and purchase of new furniture into the State Computer for Senate property.

Ralph further reported that Room 10A will be used for storage during the interim.

Ralph offered a couple of suggestions for improvements before the next session. They were that room dividers be installed in Room 10A to assure more privacy, perhaps with two desks in each section. He further recommended that speakers be installed in the restrooms directly off of the Senate chamber for the convenience of the Senators.

Senator Blaylock stated that he hoped that all of the equipment would be securely locked up after the session to ensure that nothing is taken.

MARGARET REGAN'S REPORT: Margaret stated that she had checked into some new machines on the market which are similar to word processors, however, they are much cheaper than even new typewriters. The typewriters are becoming very old and something should be done about replacing the same.

Senator Blaylock stated that he felt it would be best to rent new machines.

AFTER SESSION WORK: Senator McCallum asked those present how long they and their staffs would be working after the end of session.

Ralph reported that he and his staff could finish their work in two or three day after session.

Margaret stated that she would be leaving on May 1st, however, she would like to have someone tie up the loose ends. Kathleen McLaughlin was suggested for this job.

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Bonie reported that she would keep herself and three or four others to finish the work of the Senate. She stated that she hoped to be done in three weeks.

ADJOURN: With no further business the meeting was adjourned at 5:20 p.m.



SENATOR CHET BLAYLOCK
CHAIRMAN

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