SECRETARY OF STATE

Examination of the classification for the office of governor will disclose documentary items quite unfamiliar to the person acquainted only with current affairs. This is due to the creation and discontinuance from time to time during the past, of dependent offices or responsibilities, temporary in character, transient in nature or special in purpose.

In the present article is set out the classification as to the office of secretary of state. In so far as that office has been permanent in its statutory responsibilities it is identical in arrangement with the office of the governor. But like the office of governor the office of secretary of state has been, during the course of the history of the state, the titular head of other offices, officers and commissions, whose archives remained where they were left in ordinary course. The number of documents of great interest and of historical value to be found in this office is far in excess of the number to be found
in the office of governor. The reason for this is that in the earlier territorial period, the secretary of the territory transacted the bulk of the business of the territory. This is especially true for the term of W. B. Conway, first territorial secretary. For his term of office a great many valuable documents are found which bear on his relationship with the legislature and also on the expenditure of appropriations, the furnishing of places for their meetings, the furnishing of supplies, designing and procuring the great seal for the territory and for the Supreme court and other courts of the territory, and on the controversy between Conway, territorial secretary, and Lucas, territorial governor. Another reason for the abundance of material in this office is that from 1851 to 1874 the secretary of state was also secretary of the Census Board (later the Executive Council) and as such he was the custodian of all its documentary material.

The secretary of state is also custodian of all the proceedings of the different territorial and general assemblies, the constitutional conventions, the records of the Land Office, the census returns, elections returns, etc.

Some of the most interesting public enterprises in which the people of the state have been engaged, but which are now almost forgotten, have been directed through this office, as appears in its archives. For instance, navigating the Des Moines River was not only an interesting physical problem in Iowa life from the institution of social order in the state until about 1858, but a vital political issue in some important campaigns. The original manuscripts of the early recollections, addresses, poems, proceedings, etc., of the Iowa Sesquicentennial Celebration at Burlington are preserved. Also there are a multitude of petitions in regard to railroad land grants, and the regulation of and building of railroads; petitions for charters for ferries, dams, and mill sites and for the establishment of territorial and state roads. These together with the reports, plats, field notes and records of the territorial and state roads are very interesting, showing as they do the movement of organized society from the Mississippi River westward. The proceedings of the territorial and general assemblies and the constitutional conventions of 1844 and 1846 are probably the most interesting of all the documents found in this office. They are the bills, resolutions, reports, communications,
credentials, minutes, journals, etc. Documents showing the relationship between the government and the Indians during this period, were in part taken up and made the subject of an article by the writer in the *Annals* for April, 1911, entitled the "White Breast Boundary Line."

Following is the classification for the office of secretary of state:

**SECRETARY OF STATE—CLASSIFICATION**

**MAIN DIVISIONS**

**SERIES I. APPOINTMENTS**

Commissioners and Agents
County Officers
County Officers, Deputies
State Institutions, Officers
State Officers, Members of Boards, etc.
State Officers, Members of Boards, etc., Deputies

**SERIES II. BIDS, SPECIFICATIONS AND CONTRACTS**

**SERIES III. CENSUS**

**SERIES IV. CERTIFICATES**

**SERIES V. CORPORATIONS**

**SERIES VI. CORRESPONDENCE**

**SERIES VII. CRIMINAL MATTERS**

**SERIES VIII. ELECTION RETURNS**

**SERIES IX. LEGISLATIVE**

**SERIES X. OATHS OF OFFICE**

**SERIES XI. OFFICIAL BONDS**

**SERIES XII. PROCLAMATIONS**

**SERIES XIII. REPORTS**

**SERIES XIV. REQUISITIONS**

**SERIES XV. VOUCHERS**

**SERIES XVI. MISCELLANEOUS**

**SERIES I. APPOINTMENTS**

Commissioners and Agents
County Officers
County Officers, Deputies
State Institutions, Officers
State Officers, Members of Boards, etc.
State Officers, Members of Boards, etc., Deputies

**SERIES II. BIDS, SPECIFICATIONS AND CONTRACTS**

**DOCUMENTS**

Commissioners and Agents
Capitol
Code
Convict Labor, To lease
Deeds (Other States in Iowa)
Des Moines River Lands, to settle with Govt.
Eads' Defalcation, to settle with Depositories of 5% fund
Executive Appointments, List of
Expositions
Hospitals for Insane
Immigration
Iowa Soldiers, to take vote of Public Lands, to select State Auditor's Office, Inspection of records Swamp Land, Special Agents County Officers Auditors Coroners Recorders Sheriffs Superintendents Supervisors, Members of Boards of Surveyors Treasurers County Officers, Deputies Auditors Clerks Sheriffs Treasurers State Institutions, Officers College for the Blind Institution for Feeble-minded Children Iowa Soldiers' Home Iowa Soldiers' Orphans' Home Iowa State College of Agriculture and Mechanic Arts Iowa State Teachers College Penitentiaries Anamosa Fort Madison School for the Deaf State University State Officers, Members of Boards, etc. Auditor of State District Attorney District, Circuit and Probate Judges Health, Board of Geological Survey Inspector of Boats Labor Statistics, Bureau of Pharmacy, Commission of Railroad Commissioners State Mine Inspectors, Examiners State Oil Inspectors Superintendent of Public Instruction Superior Court, Judges Supreme Court, Judges Treasurer of State
State Officers, Deputies
Auditor of State
Secretary of State
Secretary to the Governor
State Land Office, Register and Clerk
Superintendent of Public Instruction
Treasurer of State

SERIES II. BIDS, SPECIFICATIONS AND CONTRACTS

DOCUMENTS

Anamosa, Well at
Capital City Electric Light Co.

Capitol
Amended design for new
Chairs and desks for
Fuel for
Materials for new
Repairing
To build Gallery
To build gas plant for lighting

Capitol Grounds
Improvement of
Sand delivered on
To build house on

Capitol Square, Warehouse on
Convict labor

Des Moines, for use of Sewer
Des Moines, Lots 9 and 10, Blk. 25, Lyon Add.

Estray Notice, To publish

Fort Madison
Beef for Penitentiary
Building wall at
Improvement and furnishing Penitentiary
Material for manufacturing chairs
Steam Heating plant

Iowa Building at Philadelphia
Iowa State College of Agr'l etc., New Buildings at
Papers and Pamphlets, Old
Printing and Binding

School Lands, To act as attorney for State
State Library, Alcoves for
Stationery, 1837-1905

Supreme Court Reports, Publishing
Weights and Measures, Building for
SERIES III. CENSUS

BOUND RECORDS
Bound Schedules and Abstracts
1850, 1860, 1866, 1868, 1867, 1869, 1870, 1873, 1875, 1883, 1887, 1891, 1895, 1905, 1915 and 1925

DOCUMENTS
Unbound Schedules and Abstracts
Abstracts for 1863, 1865, 1867, 1869
Agricultural schedules for 1862
Cities and Towns, Population of
Algona, 1888
Ames, 1893
Bloomfield, 1893
Carroll, 1892
Cherokee, 1891
Clinton, 1887
Eagle Grove, 1892
Emmetsburg, 1891
Estherville, 1892
Hampton, 1893
Jefferson, 1892
Nevada, 1893
North Des Moines, 1889
Oelwein, 1890
Ottumwa, 1891
Spencer, 1891
Tama, 1892
Villisca, 1891
Population schedules for 1844, 1846, 1849, 1851, 1852, 1853, 1854, 1859, 1905 and 1915
Sac and Fox Indians for 1840

SERIES IV. CERTIFICATES
Appointments and Qualifications
Publication of Laws
Miscellaneous

DOCUMENTS
Appointments and Qualifications
Notaries, for the years 1855-1873 (Alphabetical)
Oil Inspectors
Publication of Laws
County officers
Newspapers
Secretary of State, Selection of Newspapers
Miscellaneous
American Bonding and Trust Co. Change of name
Briggs, Gov. Ansel, Parks' picture of
Cities, Classification of
Commissioners of Deeds, in regard to
Concurrent Resolution, S. W. Neal, Sec. of State
Congressmen of Iowa, as to number of
Conway, W. B., as a member of the Pennsylvania Bar
Cornwall, Geo., Escheat of estate
County Auditors, Publication of Laws
County Clerks
As to qualifications of Justices of the Peace
As to qualifications of Oil Inspectors
In regard to actions of Boards of Supervisors concerning Swamp Lands
Records of Notaries Public
County Judges, Regarding a Senatorial Vacancy
County Officers, Regarding appointments to fill vacancies
County Treasurers
Cummins, A. B., regarding M. R. Higby, Notary Public
Eads' Case, Gov. Grimes in regard to
Educational Board, Classification of Members
Farmington Guards, Election of officers
Iowa State College, Regarding money in the hands of the Treasurer
Laws, In regard to
Notaries Public, Records and removals
Public Libraries, Entitled to documents
Secretary of State, Regarding delivery of the Supreme Court Reports
Spirit Lake Expedition, Supplies furnished
Spirit Lake Massacre, Identity of Indians in
Superior Court, Established at Creston
Supreme Court, Drawing to determine length of each judge's term
Supreme Court reports, Approval of Judges
Twenty-first G. A., Distribution of Journals

SERIES V. CORPORATIONS

DOCUMENTS
For Pecuniary Profit
Banks
Certificates
   Capital Stock
Incorporation
   Articles of
   Miscellaneous
Publication Notices
Reports
   Officers of
Miscellaneous
Bridges, Ferries and Construction Co's
(same as banks)
Building and Loan, Investment, and Trust Co's
(same as banks)
Cities and Towns
(same as banks)
Electric, Gas, and Power Co's
(same as banks)
Insurance
(same as banks)
Manufacturing and Mercantile Co's
(same as banks)
Railroads
(same as banks)
Street Railways
(same as banks)
Telegraph and Telephone Co's
(same as banks)
Water Co's, Power and Supply
(same as banks)
Miscellaneous
Not for Pecuniary Profit
Cemeteries
Articles of
Churches and Religious Societies
Articles of
Church Societies
Articles of
Colleges and Seminaries
Articles of
Libraries
Articles of
Lodges and Orders
Articles of
Miscellaneous

SERIES VI. CORRESPONDENCE

BOUND RECORDS
Letter Copy Books

DOCUMENTS
Affairs outside the State
Applications and Recommendations
Assessments
Capitol
Census
Certificates
Cities and Towns
Claims and Warrants
Commissions and Commissioners
Corporations
Counties and County Officers
Criminals
Documents
Elections
Expositions
Lands
Laws
Legislative
Military
Missouri Boundary
Motor Vehicles
Printing and Publishing
Prohibition
Public Roads
Resignations
State Institutions
State Officers, Boards, Dept's, etc.
Supplies
Trade Marks
Miscellaneous

DOCUMENTS
Affairs outside the State
Foreign
Correspondence with Ambassadors
Vice Consuls, Ministers, etc.
National
Correspondence with the Dept. of Agriculture,
Commerce and Labor, Immigration, Interior,
Justice, Library of Congress, Post Office, Treasury,
Senate, House of Reps., and War
Other States
Correspondence with Executives, Secretaries, Libraries, etc., etc.
Applications and recommendations
Assessments
Railroads
Real Estate
Miscellaneous
Capitol
Census
Certificates
Cities and Towns
Commissioners of Deeds
Corporations
County Officers, Judges, etc.
Lands
Laws
Notaries
Miscellaneous

Cities and Towns
Claims and Warrants
Commissions and Commissioners
   Capitol
   Code
   Deeds
   Expositions
   Iowa Commission (Shiloh)
   Iowa Soldiers' and Sailors' Monument
   Military
   Notarial
   Revenue Laws
   River front improvement of Waterloo
   School Fund
   Swamp Land
   Uniform Laws

Corporations
Counties and County Officers
Criminal
Documents
Elections
Expositions
   Centennial, 1876
   Semicentennial, Burlington

Lands
   Des Moines River
   Iowa State College
   Railroads
   Saline
   School
   Swamp
   University
   Miscellaneous

Laws
Legislative
Military
Missouri Boundary
Motor Vehicle
Printing and Publishing
Prohibition
Public Roads
Resignations
State Institutions
College for the Blind
Industrial Schools
Eldora
Mitchellville
Institution for Feeble-minded Children
Iowa Soldiers' Home
Iowa Soldiers' Orphans' Home
Iowa State College of Agriculture and Mechanic Arts
Iowa State Teachers College
Penitentiaries
Anamosa
Fort Madison
School for the Deaf
State Hospitals for the Insane
Cherokee
Clarinda
Independence
Mount Pleasant
Miscellaneous
State University
State Officers, Boards, Departments, etc.
Adjutant General
Agriculture, Department of
Attorney General
Auditor of State
Control, Board of
Custodian of Public Buildings
Dental Examiners, Board of
Director of Weather and Crop Service
District Attorney
District, Circuit and Probate Judges
Educational Board of Examiners
Education, Board of
Executive Council
Fish and Game Warden
Food and Dairy Commission
Geological Survey
Governor
Health, Board of
Historical Department
Horticultural Society
Inspector of Boats
Inspector of Hotels
Iowa Academy of Sciences
Iowa State Highway Commission
Iowa State Library
Labor Statistics, Bureau of
Law Examiners, Board of
Library Commission
Medical Examiners, Board of
Optometry Examiners, Board of
Parole, Board of
Pharmacy, Commission of
Railroad Commissioners
Secretary of State
State Binder
State Historical Society
State Land Office
State Mine Inspector
State Oil Inspectors
State Printer
State Sanatorium for Tuberculosis
State Veterinary Surgeons
Superintendent of Public Instruction
Superintendent of Weights and Measures
Superior Court
Supreme Court
Supreme Court, Clerk of
Supreme Court, Reporter of
Treasurer of State
Voting Machine Commission, Board of

Supplies
Trade Marks
Miscellaneous
Personal Letters
General

SERIES VII. CRIMINAL MATTERS

DOCUMENTS

Warrants
Discharge
Industrial Schools
Jails
Penitentiaries
Executive
Parole
Remission
Rendition
Revocation of Parole
Transfer from Penitentiary to Asylum
(Continued in July Number)