

Secretary of State

Mission and philosophy

Mission: The Secretary of State's staff serves the residents of Wyoming by providing accurate, timely and courteous: information and referral services, statutory filings and registrations, regulation and enforcement in the areas of: corporations, businesses, trademarks, trade names; UCC's (Uniform Commercial Code transactions); central filing (agricultural products, liens, searches); securities/notaries public; elections, lobbying, ethics; state rules and regulations; state lands; state investments; e-commerce; and/or resident representation and legislation.

Philosophy: The Secretary of State and staff take pride in their work and appearance; demonstrate a strong work ethic; show that they care about customers by giving knowledgeable, timely and courteous service; are organized; constantly review and modify procedures and technology to keep public service at its best and costs down; and present in a friendly, professional way.

The Secretary of State's staff give their best effort; value common sense, honesty and a good sense of humor; respect each other's opinions; and support good will, cooperation and loyalty. The staff are committed to continuing education and/or training to maintain a high level of professional expertise and competency.

General information

Joseph B. Meyer, secretary of state

Agency contact

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Other locations

Does not apply

Year established

1869

Statutory references

The Secretary of State is established as a state elected office by the Wyoming Constitution and Wyoming Statutes, Title 9.

The Corporations Division acts in accordance with the following state statutes:

W.S. 17-3-101 through 17-3-104
Professional Corporations
W.S. 17-10-101 through 17-10-126
Processing Cooperative
W.S. 17-10-201 through 17-10-254
Close Limited Liability Company Supplement
W.S. 17-25-101 through 17-25-109
Cooperative Marketing Associations
W.S. 17-11-101 through 17-11-120
Industrial Corporations
W.S. 17-14-201 through 17-14-1104
Uniform Limited Partnership Act
W.S. 17-15-101 through 17-15-144
Limited Liability Companies
W.S. 17-16-101 through 17-16-1803
Wyoming Business Corporation Act
W.S. 17-17-101 through 17-17-151
Close Corporation Supplement
W.S. 17-18-101 through 17-18-403
Wyoming Management Stability Act
W.S. 17-19-101 through 17-19-1807
Nonprofit Corporation Act
W.S. 17-20-101 through 17-20-1801
Wyoming Cooperative Utilities Act
W.S. 17-21-101 through 17-21-1103
Uniform Partnership Act
W.S. 17-21-1101 through 17-21-1105
Registered Limited Liability Partnerships
W.S. 17-22-101 through 17-22-115
Uniform Unincorporated Nonprofit Association Act
W.S. 17-23-101 through 17-23-302

Wyoming Statutory Trust Act
 W.S. 34-21-1101 through 34-21-1107
 Central Filing System
 W.S. 34.1-9-101 through 34.1-9-709
 Uniform Commercial Code
 W.S. 37-4-101 through 37-4-104
 Transmitting Utility Act
 W.S. 40-1-101 through 40-1-116
 Trademarks and Service Marks
 W.S. 40-2-101 through 40-2-109
 Trade Names

The Securities Division operates under the Uniform Securities Act which is W.S. 17-4-101 through 17-4-132.

The Services Division includes elections, lobbyists, ethics, notaries public, state registry of agencies' rules and acts in accordance with the following state statutes:

W.S. 22-1-101 through 22-29-601

Elections

W.S. 28-7-101 through 28-7-201

Lobbyists

W.S. 9-13-101 through 9-13-109

Ethics

W.S. 32-1-101 through 32-1-113

Notaries Public

W.S. 16-3-101 through 16-3-115

State Agency Rules

W.S. 8-3-117

Bucking Horse and Rider (BH & R) Trademark

The Secretary of State has other statutory duties. A few examples of those diverse statutory requirements are:

W.S. 7-3-223

Criminal Procedure: Fugitives and Prevention of Crime:

Extradition - Extraditions are to be filed in the office of the Secretary of State to remain of record in that office.

W.S. 9-1-102

Administration of Government: State Officers: Generally - Officers of state agencies and specified state employees are to file an oath of office with the Secretary of State.

W.S. 16-2-102

City, County, State and Local Powers: Facsimile Seals and Signatures - Any authorized officer shall file with the Secretary of State their manual signature certified by them under oath.

W.S. 18-7-105

Counties: Libraries - As soon as a library board is organized, it shall file with the Secretary of State a certificate showing their organization.

W.S. 18-8-104

Counties: Memorial Hospitals: Generally - As soon as a memorial hospital board is organized, it shall file with the Secretary of State a certificate showing their organization.

W.S. 18-9-102

Counties: Fairgrounds, Airports, Parks, Pleasure Grounds and Recreational Systems: Generally - As soon as the board of any of the referenced groups is organized, it shall file with the Secretary of State certificate showing their organization.

W.S. 28-2-116

Legislature: Apportionment of Members - The Secretary of State is to maintain the census block list.

W.S. 40-13-103, 106 and 108

Trade and Commerce: Copyrighted Music: Protection of Copyright Users - Secretary of State is to accept filing of performing rights contracts and license agreements.

W.S. 41-3-725

Water: Rights, Administration and Control: Water Conservancy Districts - Water conservancy districts are to file copies of the findings and the decree of the court incorporating said district with the Secretary of State.

The Secretary of State also has responsibilities pertaining to legislative reapportionment which are carried out under Original Senate File 36, Enrolled Act 44 (1995).

Number of authorized personnel

22 full-time

Organization structure

Corporations Division, Securities Division, Services Division

Clients served

Entities served by the Secretary of State's office include corporations and other business entities, attorneys, bankers, accountants, those with agricultural interests, individuals who purchase securities investments, all members of the public who participate in elections, county clerks, district, circuit, municipal and JP courts, those who wish to file an initiative or referendum, notaries public, individuals needing international document authentication services, state agencies filing agency rules, lobbyists, all elected officials required to file ethics reports, individuals wishing access to enrolled acts and legislative journals, those involved with legislative reapportionment, individuals wishing to use the state's BH&R trademark, statewide and legislative political candidates, individuals involved with the State Land and Investment Board or other state board issues, and members of the general public wishing to access state government.

The entire population of Wyoming is served by the reapportionment program in that there is a constitutional requirement that the Wyoming state legislature be reapportioned every 10 years. Those specifically involved with this program, who benefit from the collection of data, are the Wyoming State Legislature, the counties and other political subdivisions, and Wyoming electors.

The Securities Enforcement and Compliance Program serves people who buy investments such as stocks, bonds or mutual funds. Residents benefit from regulatory and enforcement activities which stop unethical or fraudulent promotions.

Entities served by the Bucking Horse and Rider Trademark Protection Program include the State of Wyoming, all people who enjoy use of the mark, and those business entities who use the mark for promotion or profit.

Budget information - expenditures

001-0101 Administration	\$1,543,199
001-0201 Reapportionment	\$95,442
001-0301 UCC Secured Transactions	\$516,859
101-0401 Securities Enforcement and Compliance	\$138,344
124-0601 Bucking Horse & Rider	\$39,876
Total:	\$2,333,720

Results of Outcomes

Outcomes are measured as substantial movement toward accomplishing the agency's goals and objectives. Each goal, objective, outcome and output is listed in the agency's strategic plan.

During the past year, the corporations division maintained 93,341 active business entity registrations. Business entities include profit and non-profit corporations, LLCs, LPS, RLLPs, Statutory Trusts, Trade Name, Trademark and UCC/CF filings.

During FY 02 approximately 2,472 persons attended presentations and received literature from the Secretary of State's office regarding investment fraud awareness. No public service announcements aired during FY 02. Two press releases announcing settlements of major investor protection cases were issued during FY 02.

There have been 54 cases investigated this year. There have not been any cases which have not been addressed. There were nine cases open at the end of the fiscal year. There were 47 cases closed with no action. There were 13 case referrals. There were two cease and desist orders. There was one stipulation. There have been zero injunctions. There has been one other regulatory action. There were eight persons arrested. There were six persons convicted/plead guilty. There was \$1,738,195.00 in restitution. There was \$2,500.00 in fines, penalties and costs of investigation. During FY 02 five criminal matters were investigated with five persons pleading guilty and one being found guilty following a week-long trial; two persons have been indicted and await trial/plea bargains. The \$1,738,195 restitution was awarded by the court as part of the sentencing process. Administrative penalties netted \$2,000 in penalties and \$500 toward costs of investigation.

Data for the past fiscal year is as follows: the number of mutual fund notice filings - 57; the number of renewal filings - 1,438; the number of Reg. D notice filings - 180; the number of securities filing for registration by coordination - 33; the number of securities filing for registration by qualification - three; the number of new agent registrations - 16,146; the number of new broker-dealer registrations - 146; the total number of agents registered in Wyoming - 50,985; the total number of broker-dealers registered in Wyoming - 1,392.

During FY 02, five broker-dealer audit/examinations were performed. During FY 02, five on-site branch office audits were conducted for cause. Each was initiated based on a customer complaint which alleged sales practice violations. Of audits conducted, two audits were resolved by letters admonishing agents and firms to address specified concerns, one audit resulted in a cease and desist order, and two cases are continuing.

The average number of user sessions a day for FY 02 were 1,276. During FY 02, the Secretary of State's office recorded 4,107,109 successful hits on the website, averaging approximately 10,086 hits per day.

All deposits were made and five random spot checks occurred at least once a quarter. This procedure not only gives the Secretary of State's office the financial data needed for the agency, but the process also provides interest bearing revenues to the Treasurer's Office for the general fund in a timely manner.

During FY 02, the residents of Wyoming were provided with an average of 25 opportunities per month to meet with the Secretary of State. The Secretary of State is very accessible to the public. The public has the opportunity to contact the Secretary of State in person, by telephone, regular mail and e-mail. The Secretary of State tries to accommodate walk-ins and telephone calls when available. These opportunities are not included in the count, only those engagements that have been prearranged and are in the schedule book are tallied. Conferences/conventions, forums, workshops are counted as one appointment for that day even though many contacts with the public are made throughout the event. Unless a sign-in sheet with documented names of participants is available and the Secretary of State was a member of the presenting board or panel, those contacts are not individually counted.

During FY 02, there were over 184 contacts with county clerks regarding computer equipment, training and election, legislative reapportionment and redistricting issues. House Bill 75, Enrolled Act 1, Chapter 1 of the 2002 Special Legislative session effected legislative redistricting. In the process, the Secretary of State's staff had numerous contacts with Legislative Service Office staff regarding redistricting issues and attended/participated in five legislative committee meetings.

There were 603 licenses or Business Use Agreements at the beginning of FY 02. By the end of FY 02, there were 644 licenses or Business Use Agreements filed. That is an increase of 41 in the course of the fiscal year. The number of registrations continues to increase beyond original expectations as protection and promotion of the state's Bucking Horse and Rider trademark continues to be met with public popularity.

Strategic plan changes

The one goal for the Wyoming Secretary of State's office has remained essentially the same as in previous years. However, objectives have been modified, added and/or deleted based on past accomplishments and new responsibilities. These specific changes can be found in the agency's strategic plan submitted September 2002.

The agency's goal is: to efficiently, accurately and fairly administer the statutory duties of the Secretary of State as outlined in the state constitution, state statutes Title 9 and the state statutes pertaining to corporations and other business entities, trademarks and trade names, liens and searches, securities, notaries public, elections, lobbying,

Secretary of State organization chart

