

the Acts of 1953. The Microfilm Division became a part of this new division, and, as a matter of course, the Public Records Examiner was transferred to that staff.

Edward N. Johnson was appointed Assistant Records Administrator in charge of the Records Management Division July 15, 1953, and Helen E. Stevens was appointed Senior Stenographer to serve as secretary to Mr. Johnson, August 12, 1953. Mr. Johnson resigned April 30, 1954, to return to records management work in the federal government, and he was succeeded on June 30, 1954, by Rex Beach, who came to us from the State Records Center of North Carolina.

Changes in microfilm personnel were as follows: Charles F. Wade, who had resigned on June 30, 1953, was succeeded by Guy Weatherly, who was appointed Junior Archivist July 1, 1953. Alvin E. Moore transferred to the Department of Forests and Parks on July 28, 1953, and was succeeded by Joseph H. Hirsch July 29, 1953.

Inauguration of the Records Management Program, of course, meant increased demands on the time of the Archivist. In order to relieve him in some measure of his archival responsibilities and to permit him to devote the time necessary to administration of the new program, the Assistant Archivist was put in immediate charge of the archival staff. As a further consequence of undertaking the records management program, the position of Archivist was reclassified to Archivist & Records Administrator, effective July 16, 1953. Also, the salary scale of the position of Assistant Archivist was raised, effective June 2, 1954.

Only one change occurred during the year in the staff of the Hall of Records, exclusive of Records Management: Raymond B. Clark, Jr., who left July 27, 1953, was succeeded by Edna E. Jensen on July 30, 1953.

PROFESSIONAL ACTIVITIES

It has always been the policy of the Archivist to participate in archival and historical activities and to encourage the members of the Hall of Records staff to do the same. All of us are members of the Society of American Archivists: the Archivist is a member of the Council of this Society; in addition, he was chairman of the Program Committee for the Williamsburg meeting of September 12-14, 1954, and served as a member of the Committee on State Records. Mr. Skordas served another year as a member of the Committee on Archival Buildings and Equipment, Mr.