

Minutes of the Meetings of the Commission
of the Hall of Records

The first meeting of the Commission was held in the office of the Governor of Maryland, Annapolis, at 2:00 o'clock in the afternoon, April eleventh, nineteen hundred and thirty-five.

Those present were:

Governor Harry W. Nice
Honorable Carroll T. Bond, Chief Judge, Maryland Court of Appeals
General Clinton S. Riggs
President Joseph S. Ames, Johns Hopkins University
Honorable William S. Gordy, Jr., Comptroller of Maryland
President A. W. W. Woodcock, St. John's College

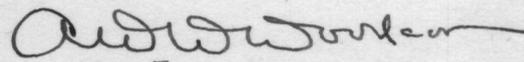
On motion of Colonel Woodcock, Judge Bond was elected Chairman.

Colonel Woodcock was elected Secretary and Treasurer.

It was moved and carried that Judge Bond, President Ames, and Colonel Woodcock be appointed a Committee to select an Archivist and to organize the work.

The Secretary was authorized to purchase a Minute Book.

The meeting then adjourned.



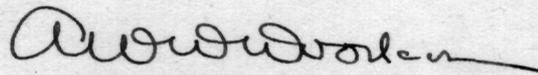
A.W.W. Woodcock,
Secretary

A meeting of the Organization Committee was held in the office of President Ames, Johns Hopkins University, Baltimore, at three o'clock in the afternoon, April sixteenth, nineteen hundred and thirty-five.

Those present were:

Judge Carroll T. Bond
President Joseph S. Ames
President A.W.W. Woodcock

It was determined that the Chairman should seek an opinion of the Attorney General of Maryland as to the authority of the Commission over certain records in the custody of the Commissioner of the Land Office, in view of the provisions of Section 5, Article 7 of the Maryland Constitution and of the Hall of Records Commission Act.



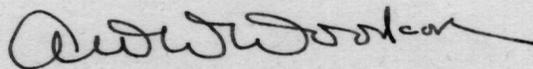
A.W.W. Woodcock,
Secretary

A meeting of the Organization Committee was held in the Office of President Ames, Johns Hopkins University, Baltimore, at two-thirty o'clock, May sixteenth, nineteen hundred and thirty-five.

Those present were:

Judge Carroll T. Bond
President Joseph S. Ames
President A.W.W. Woodcock

Dr. James A. Robertson appeared before the Committee. It was determined that he be recommended to the full Commission at a meeting to be held on May twenty-fourth, nineteen hundred and thirty-five, for appointment as Archivist.



A.W. W. Woodcock,
Secretary

A meeting of the Commission was held in the Governor's Office, Annapolis, at two-thirty o'clock, May twenty-fourth, nineteen hundred and thirty-five.

Those present were:

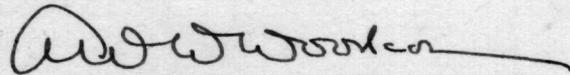
Governor Harry W. Nice
Chief Judge Carroll T. Bond
General Clinton S. Riggs *md. b.w.*
General Lawrason Riggs
President Joseph S. Ames
President A.W.W. Woodcock

Judge Bond reported that the Comptroller had advised that no funds would be available until October first, nineteen hundred and thirty-five.

Judge Bond reported that the Organization Committee recommended the appointment of Dr. James A. Robertson as Archivist.

It was moved and carried that Dr. James A. Robertson of Tacoma Park, Maryland be appointed Archivist for a term of two years beginning October first, nineteen hundred and thirty-five.

The meeting then adjourned.



A.W.W. Woodcock,
President

MINUTES OF MEETING
OF THE
HALL OF RECORDS COMMISSION
OCTOBER 3d. 1935

At a meeting of the Hall of Records Commission held at the Peabody Institute, Baltimore, on October 3, 1935, there were present:

The Chairman, Chief Judge Carroll T. Bond, Mr. William S. Gordy, the State Comptroller, Gen. Lawrason Riggs, President of the Peabody Institute, Dr. Isaiah Bowman, President of the Johns Hopkins University, and Gen. Clinton L. Riggs, President of the Maryland Historical Society.

Gen. Clinton L. Riggs was requested to act as secretary of the meeting. The Chairman called the attention of the Commission that with the opening of the new fiscal year of the State on October 1st, 1935, the money appropriated for the expenses of the Hall became available, and the archivist, Dr. Robertson, had taken up the work of his position. It was further explained that owing to the great strain on the finances of the State for relief work during the economic depression, only \$15,000 a year was found available for the operation of the Hall. Mr. Gordy stated that in addition, the equipment and supplies needed over and above the furniture already provided could, and would be paid for out of State funds, on the assumption and understanding that all salaries should be paid out of the \$15,000 allowed for operation.

The Commission voted that this financial arrangement be accepted and carried out.

The members of the Commission then voted that in view of the impossibility of starting the Hall at once on all the work that the Hall should eventually perform for the State, the following staff should be employed at present, and until ampler funds can be provided, at the salaries or wages specified:

The archivist, heretofore employed	\$5,000
One archival assistant.....	1,400
Two skilled assistants to combine the work of shelving, cataloguing, indexing, and general work with the investigators and the records at \$1,200 each	2,400
One skilled repair worker to combine the work of reproduction or copying.....	1,300
Two watchmen or guardians, each \$720	1,440
Two charwomen, each \$375	750
One janitor and general workman.....	708

The chairman further reported that it was desirable that before the staff is completed the Commission should have the benefit of additional information and perhaps interviews with a few of the many persons recommended, but not seen.

After considering the recommendations made and the information at hand concerning the applicants, it was voted that the following persons be employed at the salaries specified, to begin their services at the Hall on October 15, 1935.

As archival assistant, Miss Elizabeth W. Meade, of Baltimore City;

As one of the two general assistants, Miss Katharine Held, of Baltimore County;

and

For repairing manuscripts and reproduction work, Mr. Allison Trader, of Anne Arundel County.

Voted further that the offer of the officials of the Manuscript Division of the Library of Congress to permit the repair worker selected to work in the Library of Congress until he acquires full training in the work, be gratefully accepted, and that Mr. Trader attend the Library of Congress accordingly when his employment with this Hall begins, for such time as the archivist shall find proper, Mr. Trader's salary to be payable for the time so spent by him.

It was further voted that the Chairman employ temporarily, and until the next meeting of the Commission, suitable persons for the work of any or all of the remaining positions which it may be necessary to have done before the next meeting.

Voted further, that the Chairman, after viewing the needs of the Hall as they develop, shall give or adopt such rules for the Commission, as may seem to him desirable for the proper care and maintenance of the Hall and its contents, and the safe convenient use of them.

The archivist, Dr. Robertson, was then asked to attend, and was introduced to the members. After general discussion with him the meeting was adjourned subject to the call of the Chairman.

Secretary Pro Tem.

A meeting of the Commission was held in the Trustees Room of the Peabody Institute, Baltimore, on the twenty-sixth of May, 1936, at three o'clock.

Those present were:

Judge Carroll T. Bond
General Clinton T. Riggs
General Lawrason Riggs
Dr. Isaiah Bowman, President of Johns Hopkins
Mr. William S. Gordy, Jr., Comptroller of Maryland
Colonel A.W.W. Woodcock, President of St. John's
Dr. J. A. Robertson, Archivist

It was moved and carried that Judge Bond, Comptroller Gordy and Colonel Woodcock be a committee with power to make future appointments on the staff of the Hall of Records as funds become available.

It was moved and carried that the question of collecting biographies be kept alive for the time being.

It was moved and carried that the collection of Indian relics of Mr. William B. Mary's be accepted and properly labeled.

It was moved and carried that the Commission accept all books that are offered to it and that the Chairman then distribute them as he thinks wise.

The Commission adjourned at four o'clock.

A.W.W. Woodcock
Secretary

MINUTES

OF THE MEETING OF THE
HALL OF RECORDS COMMISSION

MAY 26, 1936.

Pursuant to call, the Commission met in the Trustees' room of the Peabody Institute, Baltimore, at 3 P.M. on Tuesday, May 26, 1936.

There were present, the Chairman, Judge Carroll T. Bond, Mr. William Gordy, Jr., State Comptroller, General Lawrason Riggs, President of the Peabody Institute, General Clinton L. Riggs, President of the Maryland Historical Society, Dr. Isaiah Bowman, President of Johns Hopkins University, and Colonel Amos W. W. Woodcock, President of St. John's College.

Mr. Joseph O'C. McCusker, Chief Deputy State Comptroller, was present at the request of the Chairman, to give the meeting the benefit of his information as to the finances of the State.

Dr. James A. Robertson, the Archivist, acted as secretary of the meeting.

The Chairman reported the progress of the work of the Hall, and reported at length the needs of the institution in increases of staff and equipment, and increases of salaries of several members of the staff to place them on a level with similar State employments.

After a review of the possibilities of increases of appropriations, it was voted that increases in the staff, their salaries, and the equipment of the Hall, be made at this time within such limits as the Chairman, Mr. Gordy, and Colonel Woodcock may in further conference find imposed by financial conditions, and that the action taken be reported to the whole Commission at the next meeting.

And it was further voted that the completion of the staff, salaries, and equipment, after the present provision, be deferred until another meeting.

Upon the report of the Chairman that a collection of State records and documents heretofore preserved for the State in the Maryland Historical Society in Baltimore, is ready for delivery and deposit in the Hall, in compliance with the Act of Assembly of 1935, Chapter 18, it was voted that as the Act required that the Hall of Records should henceforth be the depository of historical records and documents owned by the State, and the Hall was now ready to receive and preserve all such records and documents; the Maryland Historical Society be informed of the fact and requested to deliver at its convenience to Dr. James A. Robertson, the Archivist, the records and documents heretofore preserved by the Historical Society for the State.

Voted further that the Archivist or the Chairman, or both, if requested, be, and they, or either of them is, authorized to give the Historical Society a receipt for whatever is delivered, for the Commission.

A letter embodying this resolution and making the request was signed by all members of the Commission present.

After discussion, the Chairman was authorized to accept for the Commission a deposit of Indian relics, belonging to the Maryland Historical Society, and now deposited in the old House of Delegates chamber in the State House, and have them arranged and displayed in the basement show room of the Hall, under the vestibule, when cases for the purpose shall be acquired.

It was voted that any printed books which may be given to the Hall, other than such as may contain valuable manuscript material, shall be placed by the Chairman in such of the libraries in the State or Baltimore City as may appear appropriate with respect to particular volumes given.

A question of adding to the functions of the Hall that of collecting biographical sketches of living persons for reference in future years, was, after discussion, deferred for further consideration.

The Chairman repeated to the meeting expressions of satisfaction with the Hall, and the handling of its work, by Dr. R.D.W. Connor, Archivist of the National Archives, in Washington.

There being no further business before the meeting, it was adjourned subject to call by the Chairman.

James A. Robertson
Secretary

Carroll I. Bond
Chairman

A meeting of the Commission was held in the Hall of Records, Annapolis, Maryland, on the fifteenth of February, 1937.

Those present were:

Governor Harry W. Nice
Judge Carroll T. Bond
General Clinton T. Riggs
Dr. Isaiah Bowman, President of Johns Hopkins
General A.W.W. Woodcock, President of St. John's

The Chairman announced that General Lawrason Riggs having resigned as President of the Board of Trustees of the Peabody Institute, his successor, Dr. J. Hall Pleasants, becomes a member of the Commission. Dr. Pleasants appeared.

It was moved and carried that the Chairman in consultation with the Archivist be authorized to complete the staff as the funds in the budget permit.

It was moved and carried that the use of the building be denied for all purposes other than those specified in the Act creating it.

Mr. B. Howell Griswold and Mr. John W. Garrett appeared and presented to the Commission an original letter of George Washington's to The Honorable George Plater, President of the Senate of Maryland at Annapolis, dated November twenty-first, 1781. This was accepted for the Commission by Governor Nice and Judge Bond.

Dr. Gordon H. Claude presented a letter from Lieutenant John D. Jacob, dated August twenty-ninth, 1780, to one of his relatives. It was moved that this letter be accepted with the thanks of the State.

The meeting then adjourned.

A.W.W. Woodcock,
Secretary

MINUTES.

A meeting of the Hall of Records Commission, duly held on the 20th day of April 1939, at 2:30 P.M. at the Hall in Annapolis, was attended by the chairman, Judge Carroll T. Bond, Senator George L. Radcliffe, president of the Maryland Historical Society, Dr. J. Hall Pleasants, president of the Board of Trustees of the Peabody Institute, and Dr. Stringfellow Barr, president of St. John's College.

The death of the archivist, Dr. James A. Robertson, was noted with great regret. The deep appreciation by the members of the commission of his work in organizing and upbuilding the Hall and its collection of material was ordered to be noted on the minutes.

It was voted that action on interim appointments made by the chairman under the authority given by the commission, and on other matters which Dr. Robertson had prepared to submit to the consideration of the commission should await the appointment of a new archivist, and any recommendations he may make.

The designation by the chairman of Miss Elizabeth Meade to act in the place of the archivist meanwhile, so far as might be necessary, was approved, and the chairman was requested to consult with the State Comptroller and endeavor to arrange with him for additional compensation for the extra service by Miss Meade.

Miss Meade was called to the meeting, and stated the condition of the work of the Hall to be generally good, and a note of the commission's approval of her excellent service was ordered to be

entered on the minutes.

It was voted that pending the next meeting, and thereafter until a new archivist shall take full control, the chairman is authorized and requested to exercise the full authority of the commission so far as he shall find it desirable.

The commission proceeded to study the applications and recommendations for succession to the position of archivist, eliminating those which seemed unsuitable; and it voted that another meeting be called at an early date to have those of the remaining candidates not well known to the commission appear before it.

The meeting was at 4:45 P.M. adjourned subject to call by the chairman.

Carroll T. Bond
Chairman.

Acting Secretary.

MINUTES

A meeting of the Hall of Records Commission, duly held on the 9th day of May, 1939, at 2.30 P.M. at the Hall in Annapolis, was attended by the chairman, Judge Carroll T. Bond, the State Comptroller, Mr. Tawes, Dr. Bowman, the president of Johns Hopkins University, Dr. J. Hall Pleasants, president of the Peabody Institute, and Dr. Stringfellow Barr, president of St. Johns' College.

The principal purpose of the meeting was to meet and question some of the leading candidates for appointment to the position of archivist, and the commission met, in succession, Mr. George F. Ashworth, Dr. C. P. Gould, Mr. Walter F. Meyer, Dr. Maurice Radoff, and Prof. V. J. Wyckoff.

Miss Meade was called to the meeting to present a plan for increasing salaries of the staff of the Hall from funds spared from other uses, but the commission voted that the plan should await the appointment and study of the new archivist. The provision of increases in salaries by this method as approved by the

commission if the archivist finds it convenient.

The commission then directed that \$500 of the archivist's salary unpaid and accumulated since Dr. Robertson's death, be paid Miss Meade for her services as acting archivist from that time until the installation of the new archivist.

There being no further business before the commission, the meeting was adjourned subject to the call of the chairman.

Carroll J. Bond
Chairman

Stringfellow Barr
Acting Secretary.