

MINUTES OF MEETING OF THE HALL OF RECORDS COMMISSION

At a meeting of the Hall of Records Commission held on Monday, May 14, 1945 in the Hall of Records, the following members were present:

The Chief Judge of the Court of Appeals,
Honorable Ogle Marbury, Chairman

The Governor of Maryland,
Honorable Herbert R. O'Connor

The President of the St. John's College,
Mr. Stringfellow Barr

The President of the Board of the Peabody Institute,
Dr. J. Hall Pleasants

Senator Radcliffe, President of the Maryland Historical Society, had informed the Secretary prior to the meeting that the business of the Congress would not permit his absence from Washington for this meeting. The Comptroller of the Treasury, Mr. Tawes, was also prevented from attending by other business, and Dr. Bowman, President of the Johns Hopkins University, was in attendance at the San Francisco Conference of the United Nations.

The meeting was called to order at 2:15 P.M. by the Chairman. The Minutes of the meeting of October 30, 1944 were read by the Secretary and approved.

The various problems of certifying photostated records, as provided by Chapter 896, Acts of 1945, were then discussed. A resolution offered by Mr. Barr providing that the Archivist be authorized to certify these records with the seal of the Commission was seconded by Dr. Pleasants and adopted. The Commission also decided that records photostated by the Hall of Records prior to the effective date of the Act, should also be certified in the same manner and that the certification should be made and the seal impressed in the record volume.

Governor O'Connor moved that the microfilm copies of the major colonial series in the Hall of Records which had been deposited in Frederick, Maryland, for safekeeping during the war, be returned to the Hall of Records. The motion was carried, and it was then resolved that for the protection of the originals in the Hall of Records, several positive copies of the microfilm negative be made. One of the positives will, with the consent of the Director of that institution, be placed in the Huntington Library, San Marino, California. A second positive copy will be offered to the Public Record Office in London, England, and a third copy will be offered to the Institute of American Civilization at the University of Paris, Paris, France. The Commission felt that in addition to the insurance which these deposits would furnish, they would also provide American colonial materials for the study of scholars on the West Coast and in Europe.

Several personnel matters at the Hall of Records were then considered. It was decided that the following recommendations be made to the State Employment Commissioner:

1. That one of the Junior Assistant Librarianships be raised to a Senior Assistant Librarianship.

2. That the titles of Junior Assistant Librarian and Senior Assistant Librarian be abolished and that the titles Junior Archival Assistant and Senior Archival Assistant be substituted in order better to reflect the type of work the employees having these titles perform.
3. That the three full-time and one part-time watchmen be raised from Watchman II to Watchman I in order to place them on an equal footing with the watchmen in the other State buildings in Annapolis.

At the request of the Archivist, the question of whether the maintenance of the Hall of Records building should remain in the hands of the Commission or whether it should be transferred to the Superintendent of Public Buildings and Grounds was then discussed. The sentiment of the Commission was that such a transfer should be made for a trial period of one year only. It was then moved by Governor O'Connor that the Hall of Records Commission request the Board of Public Works to transfer the maintenance of the Hall of Records subject to retransfer to the Commission after one year if the Commission should so desire at that time.

The suggestion of the Archivist that a full-time worker be employed by the Hall of Records Commission to repair only county records not destined for deposit at the Hall of Records, was accepted by the Commission. This worker is to have the title of Senior Assistant Librarian and is to be paid out of a special fund provided by the Board of Public Works. The equipment of the Hall of Records is to be offered by the Hall of Records Commission, but the cost of materials and supplies is to come from the special funds provided for this purpose.

Several problems which have arisen because of the lack of a clear-cut division of effort between the Hall of Records and the Maryland Historical Society were indicated to the Commission. The Archivist was authorized by the Commission to meet with the Council of the Maryland Historical Society in order to discuss the possibilities of making such a division.

A model questionnaire for the proposed Register of Public Officers was exhibited to the Commission and approved.

The Commission did not feel that the time was propitious for the consideration of the Archivist's proposal that a Public Record Examiner be appointed. The Archivist was asked to prepare a report indicating the need of such an officer and summarizing the experience of other States in this matter.

Governor O'Connor reported that the plans for a new State office building to be built in Baltimore after the war were still indefinite. He also indicated that rather than a new building, an old one might be bought. It was therefore decided that there was no advantage at this time in discussing the matter of whether this proposed building should be provided with a central filing system.

There being no further business before the Commission, the meeting adjourned at 3:45 P.M. subject to the call of the Chairman.

Chairman

Secretary