

MINUTES OF MEETING OF THE HALL OF RECORDS COMMISSION

A meeting of the Hall of Records Commission was held on Thursday, May 21, 1953, in the Hall of Records at Annapolis. The following members were present:

The Governor of Maryland,
Honorable Theodore R. McKeldin

The Chief Judge of the Court of Appeals,
Honorable Simon E. Sobeloff

The President of the Maryland Historical Society,
Honorable George L. Radcliffe

The President of St. John's College,
Dr. Richard D. Weigle.

The meeting was called to order at 4:30 P. M. by Dr. Weigle, Vice Chairman of the Hall of Records Commission. On proper motion, reading of the minutes of the last meeting of the Hall of Records Commission, February 18, 1952, was dispensed with. A copy of the minutes had been received by each member following the meeting, and they were approved as circulated.

Dr. Weigle advised that it was necessary to choose a new Chairman of the Commission to succeed the Honorable Ogle Marbury, who retired as Chief Judge of the Maryland Court of Appeals on August 23, 1952. Judge Sobeloff thereupon was unanimously elected Chairman. Following the election of the Chairman, Dr. Weigle was made Vice Chairman.

The Commission asked that the Auditor's report on the fiscal affairs of the Hall of Records from July 1, 1950, to June 30, 1952, be submitted by the Archivist to the Chairman of the Commission for his

consideration, rather than to the entire Commission.

The Archivist summarized the work of the Governor's special commission on Records Management, which had functioned in liaison between the State of Maryland and Records Engineering, Incorporated of Washington, D. C., in the course of the survey of records management practices of the State Government, conducted by Records Engineering, Incorporated.

The Archivist proposed the name of Edward N. Johnson, at present in charge of the records of the Immigration and Naturalization Service of the Department of Justice, as a candidate for the position of Deputy Records Administrator, a new position created in order properly to implement the records management program developed by Records Engineering, Incorporated and the Governor's special commission. The appointment of Mr. Johnson was approved.

The Archivist reported to the Commission that he had been assigned 12,000 square feet of records storage space in the proposed State Office Building in Baltimore and a still undetermined amount of space in the new Annapolis Office Building, now in the planning stage. The Archivist suggested that the administration of the Hall of Records would be more efficient if the space which was being reserved for the Hall of Records in the Annapolis Office Building might be assigned to the Land Office, thus freeing the space in the Hall of Records building now occupied by the Commissioner of the Land Office. It was agreed that such an arrangement, if practicable, would be beneficial to the Hall of Records, and Governor McKeldin volunteered to discuss the matter with the Commissioner of the Land Office, the Honorable Harry L. Harcum.

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Retyped 10-10-58.

The attention of the Commission was called to the fact that much of the furniture and equipment of the Land Office is carried on the inventory of the Hall of Records Commission and that repairs and replacements must come from our budget. The Archivist pointed out that since the budget of the Hall of Records Commission had been drastically cut, and since repairs and replacements for the Land Office could not be anticipated, a difficult administrative problem was posed by this budgetary arrangement. He asked for permission to transfer title to this furniture and equipment to the Land Office through the proper State governmental channels. Permission was granted.

The Hall of Records Commission granted the Archivist authority to lend to Historic Annapolis, Incorporated a circular display fixture which is not now in use and which was prepared by the State for the Jamestown Tercentenary Exposition of 1907. Governor McKeldin suggested that the Archivist should make it clear at the time of the transfer that this fixture was a loan and not a gift.

The Archivist explained to the new members of the Hall of Records Commission that none of the employees of the Hall of Records is in the merit system and that appointments and dismissals are a function of the Hall of Records Commission. He also pointed out that there had never been occasion to dismiss an employee in the past, but that there was now a possibility that such action might become necessary and he therefore asked permission to dismiss a Junior Archivist. This permission was granted.

Dr. Weigle then suggested that if at some time in the future the State found it necessary to provide other quarters for the Archives of the State, it consider the transfer of the Hall of Records building

to the St. John's College. Dr. Weigle pointed out that the land upon which the Hall of Records is built was a gift of the Board of Governors and Visitors of the St. John's College.

The Hall of Records Commission then adopted a resolution, offered by Dr. Weigle, commending the Archivist on his management of the affairs of the Hall of Records.

There followed a general discussion of the publications and other duties of the Hall of Records.

The meeting was adjourned at 5:15 P. M., sine die.

md. Weigle, Secy

William E. Towery
Chairman

Mona S. Radell
Secretary

(SEE CORRECTED PAGE 4, IMMEDIATELY FOLLOWING.)

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Note was taken by the Commission of the valuable work performed by the Maryland Historical Society in the preservation of many of the older records of the State of Maryland. After having been cared for by the Society for many years, these records were transferred to the custody of the Hall of Records Commission.

The meeting was adjourned at 5:15 P. M., sine die.

Chairman

Secretary

July 3, 1953

Hon. George L. Radcliffe
611 Fidelity Building
Baltimore 1, Maryland

Dear Senator Radcliffe:

I have wanted to thank you for your searching letter of recent date in regard to the Hall of Records Commission, but I waited until Judge Sobeloff had returned the Auditor's Report which I believe, as you do, all of the members of the Hall of Records Commission should examine.

I am sending it herewith enclosed and I should appreciate its return when you have had a chance to look at it.

Sincerely yours,

Morris L. Radoff
Archivist

MLE/c
Encls.

June 16, 1953

Hon. Simon E. Sobeloff
Chief Judge
Court of Appeals
Annapolis, Maryland

Dear Judge Sobeloff:

I am sending you herewith enclosed a copy of a letter from Senator Radcliffe. My general impression is that Senator Radcliffe would like the Hall of Records Commission to keep very full minutes of its meetings. If the other members of the Commission feel the same way, I think it would be advisable to have a stenographer take notes.

Of course, I am in agreement about the desirability of more frequent meetings of the Commission. However, I hesitate to impose on the time of so many very busy men. In any case, I have always doubted that I should take the initiative of calling the meetings of the Hall of Records Commission. Senator Radcliffe would like to see the report of the Auditor and I will be glad to send it to him, as well as the other members of the Commission, as soon as you have had the opportunity to examine it.

Some time ago, I sent you the summary report of Records Engineering, Inc., concerning our records management program. If you are through with it, I should like to send that to the members of the Commission also. I want to thank you again for attending the meeting. I hope that as Chairman you will feel free to comment at any time on the work of the Hall of Records.

Very sincerely yours,

Morris L. Radoff
Archivist

MLR/d
Enclosure

GEORGE L. RADCLIFFE
ATTORNEY AT LAW
611 FIDELITY BUILDING
BALTIMORE 1, MD.

June 12th, 1953.

Dr. Morris L. Radoff,
Archivist, Hall of Records,
Annapolis, Maryland.

Dear Radoff:

In your letter of May 25th enclosing copy of minutes of the latest meeting of the Hall of Records Commission, you ask me for comments. I think the minutes are on the whole in excellent shape. In accordance with your request, I will make a few suggestions. They are not criticisms.

1 - It is natural that the auditor's report should be submitted to the president but I doubt whether we should seem to ask for his consideration alone and not for that of the commission. It may be that it is the duty of the commission to consider it in some way.

2 - After I had nominated Judge Sobeloff for chairman and President Weigle for vice-chairman, they were elected. Then someone, I believe, called attention to a provision regarding an executive committee. It might be well for the minutes to make some reference to the fact that the existence of an executive committee, or the creation of one, was considered by the commission.

3 - I suggested at the meeting that we do not attempt to say what would be good for the Land Office until we hear from them. It was my understanding that the Governor also discussed some phase of the matter. From what I know, it appears to me that the suggested arrangement would be certainly advantageous for the Hall of Records Commission. It might very well be that it would be also beneficial for the Land Office.

When you made the statement that certain land records of the State of Maryland had been returned to the state by the Maryland Historical Society, I made the comment that these records were returned by that society when requested, but I also called attention to the fact that the Maryland Historical Society had rescued some of these valuable records from destruction, and had carefully preserved them. The service of the Maryland Historical Society in the care of and preservation of records of the State of Maryland has been a very helpful one. In some way and in some place I think there should be suitable recognition of that fact, if such has not already been done.

These are merely random comments sent to you for your consideration. I enjoyed the meeting very much. In fact, I think the commission should not let a lapse of fifteen months between meetings. This statement is certainly not meant as any criticism of you, because I know of your difficulties in trying to get a quorum and your desire to relieve the members as far as possible of attendance at meetings. I believe, however, that we should not let such a long

Dr. Morris L. Radoff.

June 12th, 1953

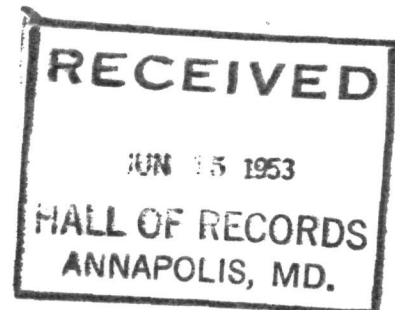
interval of time elapse between meetings. In saying this, I am in a measure scolding myself because I remember one meeting that I missed, and it may be that I was absent from other meetings.

Let's have lunch together sometime soon. There are several matters which I would like to discuss with you.

Sincerely yours,


George L. Radcliffe.

GLR:MC



ST. JOHN'S COLLEGE
Annapolis, Maryland

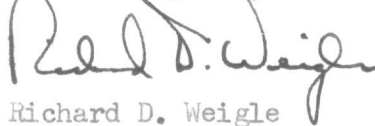
May 27, 1953

Dear Dr. Radoff,

Thank you for your letter of May 25, 1953, enclosing the copy of the minutes of last Thursday's meeting. I have read them over and I might suggest two minor emendations: omission of the word "the" before St. John's College on page one and substitution of the words "as circulated" for the words "in the form in which they appeared in this copy" on the same page.

With all good wishes.

Sincerely yours,



Richard D. Weigle

Dr. Morris L. Radoff
Hall of Records
Annapolis, Maryland

