

A G E N D A

HALL OF RECORDS COMMISSION MEETING Hall of Records Building, St. John's College Campus

Tuesday, December 16, 1980

12:30 p.m.

1. Call to order by the Chairman
 2. Minutes of the previous meeting (see attachments)
 3. Annual Report for calendar year 1980
 4. Task Force and Commissions investigating Areas of Archival Concern
 - a. Task Force on State Documents (see attachments)
 - b. Commission on Information Practices (Mr. Zee)
 5. Suggestions for partially offsetting inflation and appropriations reductions
 - a. investing in technological advances as labor-saving tools
 - b. utilizing prisoner labor for indexing records on microfilm and other labor-intensive tasks
 - c. establishing a privately endowed Maryland Archives Trust Fund for specified Archival Programs (Smithsonian and Maryland Historical Society models)
 6. Building program: Status Report
 7. Publications
 - a. Status of the consolidated publications account
 - b. Status of publications other than the Maryland Manual
 - c. Status of the Maryland Manual
 8. Transfer of the Archives of Maryland project to the Hall of Records (see attachments)
 9. State Library collection of books on Maryland history: committee report (see attachments)
 10. Records Retention and Disposal Schedules approved since last meeting (see attachments)
 11. Land Patents: A Valuation Appeal (see attachments)
 12. Other business
 13. Next meeting
 14. Adjournment
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