



GEORGE R. LEWIS  
SECRETARY

STATE OF MARYLAND  
DEPARTMENT OF GENERAL SERVICES  
HALL OF RECORDS  
P. O. BOX 828  
ANNAPOLIS, MD. 21404  
TELEPHONE 267-5915

MORRIS L. RADOFF  
ARCHIVIST AND RECORDS ADMINISTRATOR  
COMMISSIONER OF LAND PATENTS  
EDWARD C. PAPENFUSE  
ASSISTANT ARCHIVIST  
REX BEACH  
ASSISTANT RECORDS ADMINISTRATOR

AGENDA

HALL OF RECORDS COMMISSION MEETING

Office of the Comptroller of the Treasury  
State Treasury Building  
Annapolis, Maryland

January 22, 1974 3:00 p.m.

1. Call to order by the Chairman, Judge Murphy.
2. Consideration of the Minutes of the last meeting of the Commission, December 14, 1972.
3. The 1973-1974 edition of the Maryland Manual - The Maryland Guide - The Legislative Dictionary
4. Scharf Papers - second thoughts (Mr. Filby and Dr. Papenfuse)
5. Executive Papers, they come here by informal agreement with the Governor. Governor Herbert O'Connor set something of a precedent. Should something more stable be devised? A statute, for example.
6. Space needs - The Department of General Services is now at work on this problem - are there any suggestions?
7. Personnel - Mr. Skordas retired in August, Mr. Beach is retiring now and the Archivist is to retire in January 1975. How are they to be replaced?

MINUTES  
OF THE  
HALL OF RECORDS COMMISSION MEETING

January 22, 1974

The Hall of Records Commission met on January 22, 1974 in the Offices of the Comptroller of the Treasury, The Honorable Louis L. Goldstein. The meeting was called to order at 3:30 p.m. by the Chairman, The Honorable Robert C. Murphy, Chief Judge of the Maryland Court of Appeals. There were present, in addition to Judge Murphy: Dr. Weigle, Vice Chairman of the Commission; Mr. George R. Lewis, Secretary of the Department of General Services; The Honorable Louis L. Goldstein, Comptroller of the Treasury; Samuel Hopkins, Esq., President of the Maryland Historical Society. Others present were Mr. William Filby, Director of the Maryland Historical Society; Mr. Robin J. Zee, Director of the Office of Central Services and Dr. Edward C. Papenfuse, Assistant Archivist of the Hall of Records.

A motion was made and passed that there would be no reading of the minutes of the meeting of the Commission of December 14, 1972, because the minutes had been circulated to all the members.

Consideration was then given to the 1973-1974 edition of the MARYLAND MANUAL. The Archivist reported that the MANUAL would appear later than usual this year, perhaps not being distributed before March 15. The reason for this delay he attributed to the fact that a new printer, through competitive bidding, had won the award and this printer had to set all the type anew, whereas the former printer had been able to save about one-half of the text from previous printings, moreover, the new printer, Garamond-Pridemark Press, Inc., has no proof readers nor has he a composition room. These handicaps will make the appearance of the MANUAL approximately thirty days after its normal date.

In regard to the publication date of the MARYLAND MANUAL, Secretary Lewis asked why it is issued in even years which do not coincide with general elections. If the MANUAL were published in odd years, it would contain the new members of the Legislature. Dr. Radoff will investigate the reason for even year publications as well as any problems in implementing the plan and report back. If it is feasible to change the publication of the MANUAL to odd years, the matter would be referred to the next meeting of the Board of Public Works.

There followed discussion of the new edition of the MARYLAND GUIDE, which had appeared in 1941 and was published under the copyright of Governor O'Connor and prepared by the Writers Project of the WPA. A revised edition has long been needed because the publishers have reissued the book intact without any corrections in its history and without regard for the vast program of bridge and roadway construction since 1940. The present work was undertaken first by the Bicentennial Commission of Maryland, then it was adopted by the Department of General Services. The work is being done primarily at the Hall of Records and the writer, Miss Sarah Salter, was employed by the Archivist to do the work. Miss Salter was previously an employee at the Hall of Records and had begun a revision of the GUIDE prior to her abandonment of archival work for the study of the law. She has since been practicing in the state of New York.

The Commission then discussed the LEGISLATIVE DICTIONARY. The purpose of this three-volume work, 1635-1789, was discussed in detail by Dr. Papenfuse, Assistant Archivist. At this point a subsidy from the National Endowment for the Humanities has been requested and we are hopeful that it will be granted. The first volume is scheduled to appear in the autumn of 1975, and thereafter, the two succeeding volumes will hopefully be ready before the end of the Bicentennial Celebration.

Next, the Archivist expressed his doubts about continuing to xerox the Scharf Papers by the Maryland Historical Society. He pointed out that because of the bad, or lack of, arrangement of these papers, it would be difficult to give them a permanent place in the records series now at the Hall of Records. This lack of arrangement is further complicated by the fact that in an effort to save expenses, the Historical Society has taken the papers in the order in which they now are, so that one might find a document of the 18th century on one side of a sheet followed by a document of the 19th century on the reverse of the same sheet of paper. This would require xeroxing of such items again before they could be properly arranged. The Archivist further pointed out that so much cost would be involved in the arrangement of the papers that he hardly feels it worthwhile to arrange the xerox copies rather than originals. Dr. Papenfuse expanded on the remarks of the Archivist and a reply to these objections was offered by Mr. Filby, Director of the Maryland Historical Society and Samuel Hopkins, Esq., President of the Maryland Historical Society. Both gentlemen pointed out that since the Society has expended a considerable amount of money on the care of the Scharf Papers, it would be difficult to persuade the Council of the Society and the membership to give them up. Mr. Filby further remarked that the Manuscript Society had urged that private institutions which had gathered governmental papers, that probably would have been lost, not to accede to the demands of archival institutions, for their return of the papers to the government which created them. No formal action was taken, but Mr. Hopkins and Mr. Filby were asked to report at the next meeting of the Hall of Records Commission as to the attitude of the Society regarding the return of the Scharf Papers to the State. It was noted that to date, approximately one-third of the Scharf Papers has been xeroxed at a cost of \$2,607.71 and the original appropriation of \$5,000.00 by the Board of Public Works will not suffice

to cover photocopying the remainder.

The question of the disposition of the Governor's Papers was discussed then by the Archivist. He pointed out that there is no law which requires the Governor's Papers to be deposited at the Hall of Records and they never were, until the time of Governor O'Connor. The Archivist at that time was able to persuade Governor O'Connor to deposit his papers at the Hall of Records without exception. Governor O'Connor's action succeeded in establishing a precedent which has continued unbroken through the first two years of the governorship of Marvin Mandel. It was the thought of the Archivist that perhaps a precedent is not sufficient. Mr. Lewis agreed with this opinion and volunteered to ask Governor Mandel what his opinion would be if legislation were introduced to make the deposit of the Executive Papers mandatory.

The problem of expanding the area of the Hall of Records to accommodate the increasing number of records on deposit here as well as the increased number of researchers has made it necessary to examine this problem. Mr. Lewis pointed out that he has already taken action in this regard. A special committee has been set up by the Department of General Services to take care of the space needs of the Hall of Records. The current thought is that additional State buildings on St. John's Street in place of the housing development will provide enough room for perhaps two new State Office Buildings. Although it would be inconvenient, the Archivist has agreed with Mr. Lewis that perhaps an underground passage between the present Hall of Records building and the new facility would be feasible. The Archivist, at this point, asked Dr. Weigle if there was any possibility that the Hall of Records could expand at its present location on the St. John's College Campus. Dr. Weigle agreed that there was certainly a possibility for expansion on the east side of the present building extending as far as the sidewalk along College Avenue. He stated further that the addition should

have a low profile, similar to the new Library at St. John's with a patio-like top, say about five feet off the ground. The addition could go as far down as possible, but all of this would depend on the feeling of the Board of Governors of the College and the architects' plans.

The problem of the recent and forthcoming retirement of the top three employees of the Hall of Records was then explained to the members of the Commission. It was pointed out that Mr. Skordas, Assistant Archivist had retired in August of 1973. Mr. Beach, who is Assistant Records Manager, is now in the process of arranging his retirement and the Archivist will retire in January 1975, when he will reach the mandatory retirement age. Mr. Lewis and Mr. Zee pointed out that they had already prepared advertisements for applicants to replace Mr. Beach. Mr. Skordas had been replaced by Dr. Papenfuse on the nomination of the Archivist and the concurrence of Mr. Lewis and Judge Murphy.

Judge Murphy felt that the replacement of personnel is an administrative matter which should be deferred to Secretary Lewis. Mr. Lewis said that for the Archivist position, he would prefer the Commission to act as a committee of the whole. This was agreed upon. For Rex Beach's position, Secretary Lewis indicated that he intends to set up a screening board through the Department of Personnel with expert records administrators serving on it. It was suggested that perhaps a member of the Commission would serve on this Board. Mr. Goldstein indicated his willingness to serve, as did Judge Murphy. This was agreed upon.

A motion was made asking the Chairman of the Commission to write a letter of appreciation to Mr. Skordas, since this was the first meeting of the Commission since Mr. Skordas had left the employ of the State. Judge Murphy agreed to write such a letter.

A motion was made by Mr. Goldstein to adjourn and to fix a time and place for the next meeting.

The meeting thereupon adjourned at 5:30 p.m. until June 18, 1974 at 12:00 noon in the Offices of Mr. Goldstein.

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Robert C. Murphy, Chairman  
Hall of Records Commission

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Morris L. Radoff, Secretary