



GEORGE R. LEWIS
SECRETARY

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

EDWARD C. PAPPENFUSE
STATE ARCHIVIST AND
COMMISSIONER OF LAND PATENTS
GREGORY A. STIVERSON
ASSISTANT ARCHIVIST

MEMORANDUM

TO: Hall of Records Commission

FROM: Gregory A. Stiverson

RE: Summary of Activities of the Hall of Records Commission, Archives Division, October 26, 1976--June 27, 1977

June 27, 1977

This report is not intended to provide a comprehensive overview of the activities of the Hall of Records Commission, Archives Division, but rather to highlight a few of the more important accomplishments. A detailed analysis of the Hall of Records activities is available monthly on request for both the Archives Division and Records Management Division.

The accompanying table summarizes the number of researchers visiting the Hall of Records, the number of records circulated, and the number of correspondents writing to us in Fiscal Years 1970, 1976, and 1977 (projected). The figures reveal that while the number of records circulated between FY76 and FY77 declined somewhat (a larger number of people visiting the Hall of Records makes it impossible for a staff of static size to circulate the same number of records per person), both other categories have increased sharply. The increase is even more dramatic when the number of staff members in FY 1970 is compared to the number of staff members today who are required to perform a much greater amount of work.

In addition to activities associated with answering correspondence and assisting researchers at the Hall of Records, we have recently undertaken several major transfers of permanently valuable historical records from various agencies. Prior to Fiscal Year 1975, we had largely neglected our mandate to preserve these records, and record transfers were minimal or non-existent in most years. Due to the outstanding efforts of Ms. Patricia Vanorny, Director of our County and Municipal Records Program, 1,999 cubic feet of permanently valuable records were transferred to the Hall of Records in FY 1975. The total reached 8,440 cubic feet in FY76, and to date 8,559 cubic feet of records have been transferred in FY1977. The cost of transferring these permanently valuable records has been

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minimized because of the willingness of the court clerks to provide interns to work under Ms. Vanorny's direction.

Two distinguished visitors came to the Hall of Records since the last Commission meeting. They were Lionel Bell, Assistant Keeper of the Public Record Office in London, and Monireh Razavi-Rohani, an archivist from Iran.

The Hall of Records staff continued to expand its educational programs by presenting a variety of speeches, radio interviews, and panel presentations. Since the last Commission meeting, Dr. Papenfuse gave nine speeches, Dr. Stiverson six, Frank White five, Phebe Jacobsen three, Pat Vanorny three, and Sue Collins one. Of particular importance was Dr. Papenfuse's address before both houses of the General Assembly on February 4 commemorating the two-hundredth anniversary of the State legislature, and the participation of Dr. Papenfuse, Dr. Stiverson, and Mrs. Jacobsen at the Deal Island Heritage Day in April.

The Hall of Records was asked to perform special research projects for various members of state government since the last Commission meeting on topics that included: biographies of Daniel of St. Thomas Jenifer, Daniel Carroll, and Henrietta Maria; the history of St. Stephen and St. James Evangelical Luthern Church; the history of the Kent Island Railroad; a list of all Clerks of the Baltimore City Court of Common Pleas, 1851-present; and the history of the Governor's Cup Race. Perhaps one of the most challenging research requests came from the State police, who asked us to trace the ancestors of James W. Preston, Jr., who was Speaker of the House of Delegates in 1894. Silver identified as being presented to Speaker Preston had been found along the highway, and we were asked to determine who the present owners might be. Mrs. Jacobsen was successful in tracing Mr. Preston's descendants, and it was finally determined that the silver had been stolen from their home.

Susan Nettles undertook another major research project when she was asked to trace the title on four lots in Allegany County that had originally been allotted to soldiers who served in the Revolutionary War. The state is anticipating acquiring the tracts, and by carefully researching the history of the military tracts Ms. Nettles was able to resolve some difficult questions concerning title to the property. Sue Collins also undertook a major research project at the request of the Department of General Services, attempting to establish a date for the Malloy House in Chestertown. The title search required over thirty hours of time and an exhaustive examination of a host of tax lists, deed books, and mortgages.

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Outside publications produced by members of the Hall of Records staff included two articles by the assistant state archivist, one published in the Virginia Magazine of History and Biography and the other in Georgia Archive.

Notable feature articles appearing in newspapers since the last Commission meeting included an article on Mrs. Jacobsen's exhibit on Alex Haley's Roots and a feature story by Stephen Broening in the Sunday Sun on genealogy that emphasized work done here at the Hall of Records.

Finally, one of the most recent extraordinary activities of the Hall of Records involved preparing at the request of Mrs. Mandel a presentation for Princess Anne. According to Maryland's charter of 1632, Lord Baltimore and his successors were to present two arrow heads to the king annually on Tuesday in Easter week. Mrs. Mandel secured two arrow heads from St. Mary's County, and we undertook the job of having the governor's proclamation and assorted labels lettered by a calligrapher. Mrs. Schoenfelder, one of our repair room technicians, supervised the arrangement, matting, and framing of the presentation. The presentation was given to Princess Anne at the ceremonies in Centreville on June 18, and later in the day Dr. Papenfuse presented her with an autographed copy of Maryland: A New Guide to the Old Line State as a further memento of our state.

PROFESSIONAL STAFF					RESEARCHERS				
FY70	FY76	PERCENT INCREASE (DECREASE)	FY77	PERCENT INCREASE (DECREASE)	FY70	FY76	PERCENT INCREASE (DECREASE)	FY77	PERCENT INCREASE (DECREASE)
6	0	50.0%	10*	11.1%	5,138	9,228	79.6%	11,329	22.8%

RECORDS CIRCULATED					CORRESPONDENCE				
FY70	FY76	PERCENT INCREASE (DECREASE)	FY77	PERCENT INCREASE (DECREASE)	FY70	FY76	PERCENT INCREASE (DECREASE)	FY77	PERCENT INCREASE (DECREASE)
31,195	51,741	65.7%	43,989	(15.0%)	2,973	3,423	15.1%	4,068	18.8%

*One professional archivist added to staff effective May 18, 1977



Subject Index
to
Bills and Resolutions
introduced in the
General Assembly of Maryland
1977



Subject/Short Title	Bill Nr	Status
GROUP HOMES		
GROUP HOMES		
Group Homes - Reimbursement for Cost....	HB0757	HSE-3/08 rpt unf
Juvenile Services - Community Based Residential Centers.....	SB0868	SEN-3/10 rrf jpr
Mental Retardation - Group Homes.....	SB1087	GOV-5/26 app
Zoning - Group Homes for the Mentally Retarded.....	HB1955	GOV-5/26 vto
GUNS -see also- HUNTING, WEAPONS		
Crimes - High-Powered Rifles.....	HB1596	HSE-2/23 1rg jud
Crimes and Punishments - Handguns.....	SB0529	SEN-3/08 rpt unf
Crimes Committed with Firearms.....	HB1322	HSE-4/04 rpt unf
Environmental Noise Standards - Exception for Gun Clubs.....	HB0632	HSE-4/09 cca
Handgun Permit Fees.....	SB1074	SEN-3/25 rpt unf
Handgun Permit Fees.....	SB1076	SEN-4/02 rpt fld
Handguns - Application Fees.....	SB1107	SEN-4/02 adp pwa
Handguns - Forfeiture.....	SB0187	GOV-5/26 app
Handguns - Permits.....	SB0124	SEN-2/07 rpt unf
Handguns - Prohibition of Manufacture, Sale or Transportation.....	SB0545	SEN-3/08 rpt unf
Handguns - Sheriffs and Others.....	HB1317	SEN-4/05 1rg jpr
Mandatory Sentence for Handgun and Weapon Violations - Eligibility for Parole.....	HB0069	HSE-1/12 1rg jud
Maryland and D.C. Rifle and Pistol Association, Inc.....	HR0180	HSE-2/22 1rg adp
Pistol and Revolver Dealer's License Fees.....	SB1080	SEN-3/25 rpt unf
Robbery With a Handgun.....	HB1285	HSE-3/11 rpt unf
Weapons Prohibited on Public School Property.....	SB0260	SEN-1/17 1rg jpr

H

HAGERSTOWN (WASHINGTON COUNTY)		
Creation of a State Debt - Mount Aetna Bridge on Antietam Creek (Hagerstown, Washington County).....	HB0175	HSE-3/28 rpt unf

HALL OF RECORDS		
Hall of Records - Consolidated Publications Account.....	HB1425	SEN-4/10 2rg pas
Hall of Records Commission - Central Depository for State Real Property Records.....	HB1804	GOV-5/17 app
Hall of Records Commission - Destruction of Certain Records.....	HB1390	SEN-4/11 rpt unf
Merit System - Hall of Records Commission.....	HB0229	GOV-5/17 app

HANDICAPPED PERSONS

ANNUAL REPORT-CALENDAR YEAR 1976

SUBMITTED BY:

ARCHIVES DIVISION

HALL OF RECORDS COMMISSION
OFFICE OF CENTRAL SERVICES
DEPARTMENT OF GENERAL SERVICES

DECEMBER 23, 1976

ORGANIZATIONAL CHART
CALENDAR YEAR 1976

DEPARTMENT OF GENERAL SERVICES
OFFICE OF CENTRAL SERVICES
HALL OF RECORDS COMMISSION
ARCHIVES DIVISION

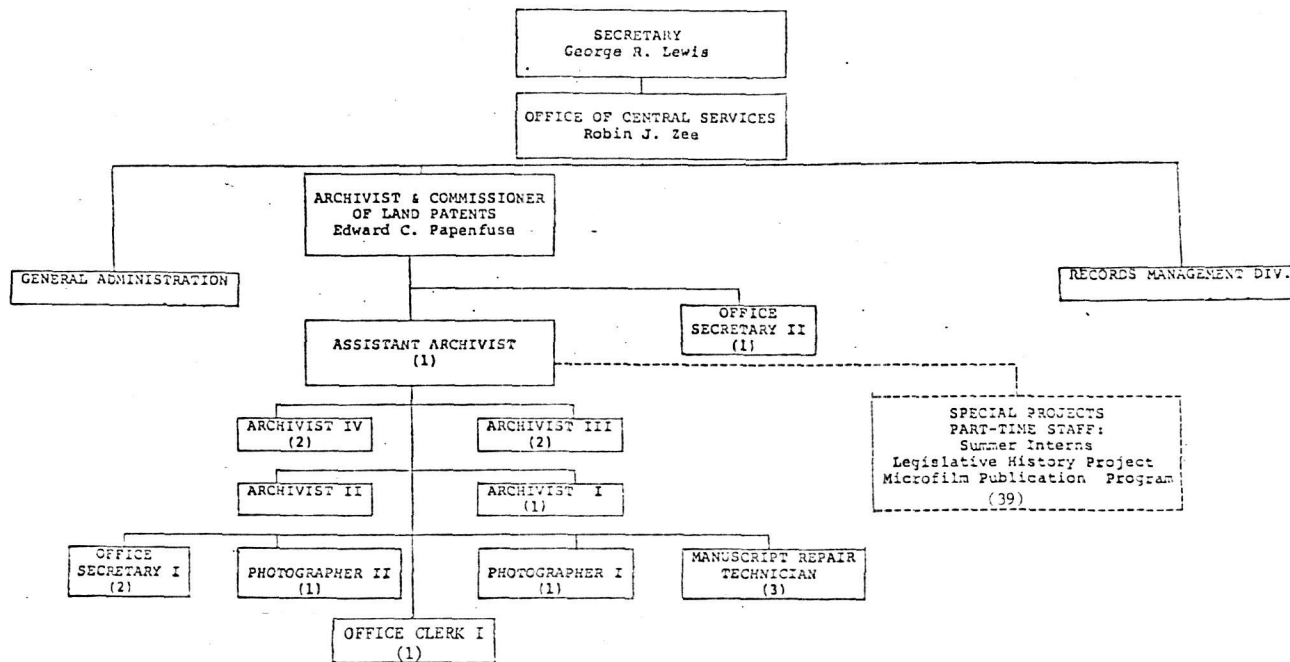
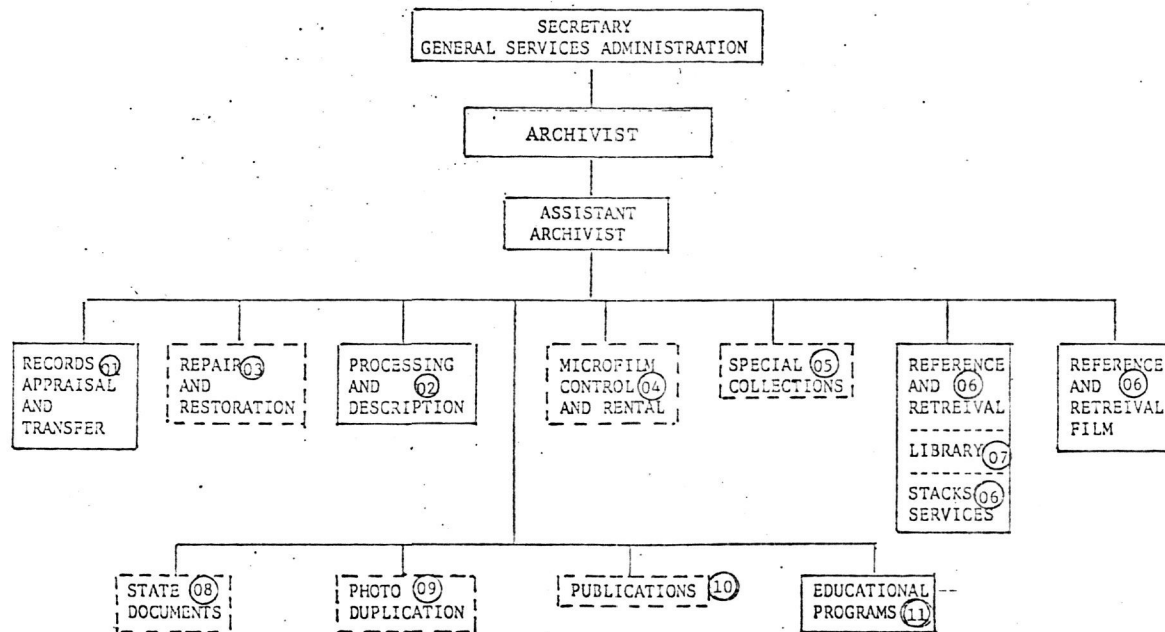


FIGURE I
 FUNCTIONAL ORGANIZATIONAL CHART
 ARCHIVES DIVISION OF THE HALL OF RECORDS COMMISSION



ARCHIVES DIVISION

Program Performance-Introduction:

- A. The State archival program includes the collecting and servicing of governmental, institutional and private records deemed to have permanent historical or administrative value and performance of certain additional functions which are carried out as adjuncts to, or as a consequence of, custody of these records, including:
 1. The collection or acquisition of records of permanent value require the following: locating and evaluating the records, providing for their transfer, cleaning, arranging and accessioning. If it is not feasible to transfer the original records to the Hall of Records, microfilm copies are made for reference and security purposes.
 2. The servicing of records, that is making them available for use, through the employment of skilled professional staff who:
 - a. prepare guides, catalogues, calendars, lists and indexes to the records
 - b. repair, restore and, in some cases, bind records so that researchers are able, wherever possible, to use the original source
 - c. help researchers at the Hall of Records, by mail, or, if necessary, by telephone
 - d. through the use of photostat, xerox, and microfilm equipment, furnish copies of records at a reasonable fee.
 3. Maintaining a library consisting of works of general reference, Maryland history or relating to archival and records management administration.
 4. Compiling, editing, publishing and distributing the MARYLAND MANUAL.
 5. Collecting and cataloguing the current, and past publications of all state agencies, resulting in the publication of a monthly list and biennial compilation of State Documents Received at the Hall of Records.
 6. Collecting and cataloguing county and municipal codes.
 7. Furnishing, at cost, microfilm and photostat services to the General Assembly and to agencies of the Executive and Judicial branches of the State.

Program Performance-Introduction (continued)

8. Undertaking special tasks, such as the preparation and publication of special studies in Maryland history, and supervising archival research and indexing projects, the funding for which may in whole or in part come from other than Hall of Records appropriations. For example, in calendar years 1975 and 1976, the Hall of Records received a total of \$114,358 from the National Endowment for the Humanities. The two-year grant is for research on a History and Biographical Dictionary of the Maryland Legislature between 1635 and 1789, the first volume of which is expected to be published in 1977.
- B. Under the provisions of Article 54, Sections 12-26, and Article 36, Section 16 of the Annotated Code, the Archivist appointed by the Hall of Records Commission, is designated as Commissioner of Land Patents and assigned the duties and responsibilities of issuing land patents and conducting caveat hearings, which were formerly vested in the Commissioner of the Land Office. When acting in such capacity, the Archivist acts independently of the duties and responsibilities imposed upon him as Archivist.

	<u>Calendar Year '75</u>	<u>Calendar Year '76</u>	<u>Estimated 1977</u>	<u>Estimated 1978</u>
Warrants Issued:	2	5	5	5
Caveats Filed:	1	5	5	5
Caveat Hearings:	2	1	1	1
Patents Issued:	1	1	1	1
Abandoned Applications for Warrant to Survey:	1	3	3	3
Subdivision Plats Recorded:	2,251	\$5,432.50	3,000	3,200
Cash Receipts for Land Patent Transactions and Recordation of Subdivision Plats:	\$7,862.50	\$13,444.50 ^a	\$7,500.00	\$7,500.00

a. Figure reflects an \$8,006 land fee due but unpaid at end of calendar year 1975.

Program Performance-Statistics:

As the state agency invested with the responsibility for providing information and professional assistance to agencies and individuals studying Maryland's history, the Hall of Records, Archives Division, has been especially affected by the increased interest in the subject generated by the national bicentennial celebration. Although many individuals and organizations conducted research at the Hall of Records during calendar year 1976 that was specifically related to the bicentennial, the renewed interest in the history of the state shows strong signs of outlasting the celebration of our two-hundredth birthday as a nation. Increasing numbers of people have become interested in tracing the history of their own family, and this trend has been accentuated by the publication of Alex Haley's Roots, a book that was in part researched at the Hall of Records. Our own publication of Maryland. A New Guide to the Old Line State is expected to generate additional interest in the history of the state and the significant historical buildings and sites in it.

Since the professional staff of the Hall of Records has remained stable since Fiscal Year 1976, the increased public demand for reference and retrieval services has strained our resources to the limit. For example, the number of researchers visiting the Hall of Records in calendar year 1976 totaled more than 12,000, an increase of 44 percent over the previous calendar year. With the number of professional staff remaining the same, however, we were unable to circulate additional records to researchers in spite of the demand.

Although productivity has been impaired due to lack of additional staff, the Hall of Records did accomplish several major goals during 1976. Most notably, by utilizing interns provided by the courts, a single member of our staff was able to transfer over 7,000 cubic feet of permanently valuable court records and to place nearly the same quantity of records under preliminary inventory control. Using summer and continuing interns, another member of our staff was able to accession nearly 20,000 reels of microfilm that had been backlogged for years. Accomplishments were also achieved in the publications department, with the number of publications distributed other than the Maryland Manual and Maryland Manual Supplement more than doubling. In addition, over 31,000 copies of the monthly Bicentennial Bulletin were distributed to the public. If requests for reference and retrieval services, transfers of permanently valuable records, and publications continue to rise as suggested by the following statistics, additional professional and clerical staff will be imperative to meet the demand.

DEPARTMENT	CALENDAR YEAR '75	CALENDAR YEAR '76	PERCENTAGE INCREASE/ (DECREASE)	CALENDAR YEAR '77	CALENDAR YEAR '78
Records Appraisal & Transfer (01) to Record Center or Archival Storage pending Archival Processing and Description:					
Volumes	2,111	10,053	376.25 ²	6,078	6,078
Boxes	2,152	2,091	(2.8%)	2,111	2,111

Program Performance-Statistics (continued)

DEPARTMENT	CALENDAR YEAR '75	CALENDAR ¹ YEAR '76	PERCENTAGE INCREASE/ (DECREASE)	CALENDAR YEAR '77	CALENDAR YEAR '78
<u>Processing & Description (02)</u>					
Public Records-No. of Volumes	1,811	6,836	277.5% ²	6,800	6,800
Public Records-cu. ft. of Papers	1,858	3,077	65.6%	3,000	3,000
Special Collections:					
Gift Collection-Items	324	44	(92.0%)	50	50
Maps & Plats-Number	2,251	2,618	16.3%	3,000	3,200
Vital Records-Images Filmed	11,407	6,868	(39.8%)	7,500	7,500
<u>Repair & Restoration (03)</u>					
Archival Pages, Repaired, Laminated, Deacidified-Number	42,517	32,303	(24.0%) ³	23,500	23,500
Archival Volumes Bound-Number	59	71	20.3%	75	75
<u>Microfilm Control & Rental (04)</u>					
Reels Accessioned	253	19,288	7,523.7% ²	1,500	1,500
Reels Circulated through Rental	39	59	51.3%	80	500
<u>Reference & Retrieval (06)</u>					
Researchers-Number	8,360	12,037	44.0%	12,500	13,000
Records Circulated-Number	50,749	49,282	(2.9%)	52,000	55,000
Mail Inquiries Answered-Number	4,002	3,567	(10.9%) ⁴	3,750	4,000
<u>Library (07)</u>					
Volumes Accessioned	711	922	29.7%	900	900
<u>State Documents (08)</u>					
Volumes Accessioned	1,084	993	(8.4%)	1,000	1,100
<u>Photoduplication (09)</u>					
Pre-paid photostat and projection print pages	14,688	17,971	22.4%	18,500	20,000
Pre-paid Xerox Copies-Number of pages	28,080	3,740	(86.7%)	4,000	4,250

Program Performance-Statistics (continued)

DEPARTMENT	CALENDAR YEAR '75	CALENDAR ¹ YEAR '76	PERCENTAGE INCREASE/ (DECREASE)	CALENDAR YEAR '77	CALENDAR YEAR '78
<u>Photoduplication (09)</u>					
Microfilm Images Exposed	11,086	42,053	269.3% ²	20,000	20,000
Microfilm Reels Duplicated	213	1,494	601.4% ²	1,000	1,000
<u>Publications (10)</u>					
Volumes Distributed:					
Maryland Manual & Manual Supplement	1,018	648	(36.3%)	1,000	700
Other Publications	571	1,148	101.1% ³	1,400	1,500
Total Publications Distributed:	1,589	1,796	13.0	2,400	2,200

Total Cash Receipts: Archives Division:

Calendar Year 1975: \$30,946.91
 Calendar Year 1976: \$34,579.23

Footnotes:

¹ Figures incorporate estimates for month of December 1976.

² Made possible by employing interns provided by county courts or participating in the Hall of Records internship program.

³ Production was affected by absence of one of the three repair technicians on leave without pay, June 4-October 4.

⁴ Decrease due to a \$5.00 search fee for genealogical research instituted September 1975.

⁵ Does not include 31,000 copies of monthly Bicentennial Bulletin distributed.

Program Performance Statistics (continued)

Publications (10)

Calendar year 1976 was exceptionally active for the Hall of Records publications program. The summer issue of the Maryland Historical Magazine contained "An Undelivered Defense of a Winning Cause: Charles Carroll of Carrollton's 'Remarks on the Proposed Federal Constitution.'" edited with an introduction by the state archivist, Edward C. Papenfuse. The text of Carroll's remarks is from a holograph manuscript purchased by the Hall of Records Commission in February 1975 with the approval of the Board of Public Works. Publication of the document fulfilled the expressed desire of members of the Board of Public Works that Carroll's remarks be edited and made available to the public through publication.

In October, the Johns Hopkins Press published Maryland. A New Guide to the Old Line State, compiled by Edward C. Papenfuse, Gregory A. Stiverson, Susan A. Collins, and Lois Green Carr. The staff of the Hall of Records had worked for over eighteen months preparing this book for publication, and response to the volume has been most gratifying. A companion volume of scholarly essays, The Proceedings of the First Conference on Maryland History, will be published by the Hopkins Press in March 1977. Both volumes were published under subsidy contracts, with the state's investment guaranteed to be returned within seven years.

Considerable effort by the Hall of Records summer interns and staff members was spent during 1976 completing an 864-page Inventory to Maryland State Papers. Volume One: The Era of the American Revolution. Compiled by Edward C. Papenfuse, Gregory A. Stiverson, and Mary D. Donaldson, camera-ready copy of the Inventory was delivered to the printer on December 16, 1976. Publication is expected in February 1977.

Also in December, copy was delivered to the printer for "The Decisive Blow is Struck," a facsimile edition of Maryland's first state constitution and the proceedings of the Convention that formulated that document. The publication has an introduction by Drs. Papenfuse and Stiverson, and will be delivered to the legislature on February 5, 1977, in celebration of the two-hundredth anniversary of state government.

Work was begun during calendar year 1976 on the first volume of the Biographical Dictionary of the Maryland Legislature, which will be published next year by the Johns Hopkins University Press. The first volume, including all legislators who sat between 1635 and 1789 with surnames beginning A through H, will be delivered to the printer in late summer 1977. Work also began on entering data for the Guide to the Hall of Records, Part I. Microfilm County Records (Allegheny-Baltimore). Information from accession lists is typed on a WANG stand-alone text editing system for later conversion to nine-track magnetic tape prior to computer manipulation and photocomposition.

A new monthly publication begun by the Hall of Records during calendar year 1976 is the Bicentennial Bulletin. Public response was so positive with regard to this publication that the initial press run of 1,500 copies per month had to be increased to 3,750 copies. We had planned to terminate publication with the December issue, but we have been urged

Program Performance Statistics (continued)

to continue it and plan to do so assuming additional personnel requested are provided to assist in compiling the monthly issues.

A second monthly publication, Frank White's "State Documents Received at the Hall of Records," continued to be issued monthly during calendar year 1976.

Finally, Dr. Papenfuse and Frank White edited copy for a new edition of the Maryland Manual, scheduled for publication in March 1977. The new Manual is an abbreviated version of the full Manual, with approximately \$30,000 being saved by reducing the size of the volume, eliminating color photographs, and binding the entire issue in paper rather than cloth. With assistance from Carleton B. Hayek of the Department of General Services, the new Manual was completely redesigned in an effort to make the volume more readable and more reflective of the organization of state government.

Program Performance Statistics (continued)

Educational Programs (II)

A. Archival Internship Program:

Ten persons representing four institutions of higher learning in Maryland participated in the Hall of Records' Summer Internship Program in 1976. The interns were:

Cathy Craig	St. John's College
Russell Green	Frostburg State College
Sarah Heron	University of Maryland
Gregory Kuzbida	University of Maryland
Robin Mazurkiewicz	Anne Arundel Community College
Mary O'Neil	University of Maryland
Robin Rogers	University of Maryland
Pat Acree	Supervisor, University of Maryland
Christopher Allen	Supervisor, formerly St. Mary's College
Mary Donaldson	Supervisor, University of Maryland

The three supervisors had participated in our Continuing Internship Program over the past year, gaining considerable expertise on the two projects we planned for the summer interns. The seven interns were selected from a pool of 47 applicants, with the final decision being made by a panel consisting of Dr. Papenfuse, Dr. Stiverson, Professor Walter Rundell, University of Maryland, Professor Julie Jeffrey, Goucher College, Professor Bradley, Salisbury State, Mrs. J. M. P. Wright, Historic Annapolis, Inc., and Mary Donaldson, University of Maryland. The fourteen finalists were asked a variety of questions by the panel members which were designed to establish their interest in archival work, their willingness to work with others under close supervision, and their ability to comprehend eighteenth-century handwriting. The panel members scored each candidate on a scale of one to twenty, with the finalists being determined by a tally of all the scores.

The successful candidates commenced their nine-week internship on June 28. Their time during the summer was divided between two projects and one day each week assisting in the public search room. The first project involved accessioning our massive backlog of county records on microfilm. Working under staff archivists Susan Collins and Dorothy Keith and supervisor Christopher Allen, the interns quickly mastered the techniques for accessioning film and far surpassed the goals we projected for the summer. By the time the internship ended, 12,733 reels of security microfilm from twenty counties had been accessioned, broken down as follows:

Baltimore	1722	Charles	247	Howard	627	St. Mary's	324
Calvert	341	Dorchester	323	Kent	197	Somerset	217
Caroline	193	Frederick	595	Montgomery	2741	Talbot	400
Carroll	519	Garrett	179	Prince George's	2205	Washington	275
Cecil	295	Harford	570	Queen Anne's	280	Wicomico	523

Program Performance Statistics (continued)

A. Archival Internship Program:

Without the assistance of the interns this summer, our backlog of unaccessioned microfilm would have continued to increase because of inadequate permanent staff to devote to this important project. Because of the interns, we can now immediately begin compilation of the first of our county guides to our microfilm holdings, which will greatly expand our reference services to people throughout the state.

The second project undertaken by the summer interns was completing the item inventory to our Revolutionary War papers begun by the summer interns in 1975. Over 8,500 items remained to be inventoried, and all were completed by the end of the summer. While the final items were being inventoried, those that had already been completed were edited prior to being typed on our in-house text editing system. The majority of the editing was done by supervisors Mary Donaldson and Pat Acree, but one intern showed particular ability at editing and spent much of the summer engaged in that activity.

Each of the interns worked one day each week in the public search room learning the types of records we circulate and assisting in reference and retrieval services. Their presence was welcomed by our regular staff, as they helped ease the pressure on days of heavy demand by the public.

One new facet of our Summer Internship program was a pilot project employing a high school student in the photoduplication lab. Marc Foster, a senior at Friend's School in Baltimore, was selected as the intern. Marc had no previous experience working with the specialized equipment in the photo lab, but he quickly learned to use the Itek 400 photostat camera, the projection print device, the Xidex machine, and the microfilm camera. He also helped sort and mail out photoduplication orders and loaded carts of materials in the stacks in preparation for their being photostated. Marc's performance was outstanding and all of the employees in the photo lab were pleased with the assistance he rendered during the summer.

In short, the 1976 Summer Internship Program at the Hall of Records was once again most successful. The increased number of applicants for this year's program demonstrates the growing awareness of college students throughout the state of the usefulness of spending the summer here at the Hall of Records, and the larger pool of potential interns has enabled us to select consistently high-quality persons for the positions we have available. Because the professional staff at the Hall of Records has been frozen for the past two fiscal years at the same time that the public demand for reference and retrieval services has expanded enormously, we have come increasingly to rely on interns for processing and description of our holdings. While this is not an ideal way to approach the problem of processing and description in an archives--professional staff is always preferable--the utilization of interns has enabled us to at least not entirely abdicate our responsibility in this critical area. Furthermore, the internship program has become one of our most important educational functions, permitting ten individuals from various institutions of higher learning throughout

Program Performance Statistics (continued)

A. Archival Internship Program:

the state to have intensive instruction in what an archives does and how it serves the public. Through their experience and by what they convey to others in the schools they attend, the image of the Hall of Records has been enhanced and we have made some progress in educating the public to understand what our functions are.

This fiscal year, for the first time, we have funds for a continuing internship program throughout the rest of the year which enables us to hire, on a part time basis, competent editorial and research assistants, who help us maintain a high standard in our publications program. Cathy Craig works Saturdays in the search room and one day a week accessioning microfilm. Five trained researchers and a keyboard operator will be continued on our Hall of Records part-time payroll, once Federal funds cease in January 1977, to help us prepare biographical sketches of 1500 legislators for publication in 1977.

Program Performance Statistics (continued)

Educational Programs (II)

B. Lectures, Tours, and Exhibits:

The Hall of Records mounted two major exhibits during calendar year 1976. The first, on display from January through March 1976 at the art gallery at the College of St. John's, was assembled by Phebe Jacobsen and Pam Narbeth. It traced the history of King William School and St. John's College and their relationship to the town of Annapolis. The second exhibit occurred on June 23 in connection with the Eden Day celebration held on the campus of St. John's College. The Hall of Records co-sponsored this event, which commemorated the two-hundredth anniversary of the departure of the last proprietary governor. We mounted an exhibit of documents relating to Governor Robert Eden and his direct descendant, Anthony Eden, Baron of Avon, for viewing by guests who attended the affair.

Visitors touring the Hall of Records during calendar year 1976 included Helen Rowe from the Bermuda Archives, George R. Emiliano, Professor of Archives at the University of Cordova, Argentina, Sidek bin Jamil, an archivist from Malaysia, Howard T. Goodpaster, Archivist of the State of Kentucky, John Imrie, Keeper of the Records of Scotland, Lionel Bell, Assistant Keeper of the Public Record Office, London, and Monireh Razavi-Rohani, an archivist from Iran. Tours of our facility were given to the following groups: two classes from the National Archives Training Institute, member of the Washington County Historical Society, high school teachers from the Fort Meade area, two history classes from the University of Maryland, one history class from United States Naval Academy and Bowie State College.

The State Archivist, Dr. Edward C. Papenfuse, presented papers to the following groups during the year: Historic Annapolis training class, National Archives Institute, Baltimore City Records Conference, Association of Records Managers, Scottish Universities Conference on the American Revolution, National Agricultural Library Bicentennial Symposium, County Clerks' Convention, Society of American Archivists, Mid-Atlantic Regional Archives Conference, Southern Historical Association, and Towson State College. Dr. Papenfuse was also named program chairman for the 1978 annual meeting of the Society of American Archivists.

Dr. Stiverson, the assistant state archivist, delivered the keynote address at the Alabama State Library Convention, and presented papers to the Society of American Archivists, the Institute for County Librarians at the National Archives, the historical societies of Queen Anne's, Kent, and Frederick counties, and the Workshop for Creative Writers, Wye Institute.

Phebe Jacobsen addressed the training class for Historic Annapolis, Inc. and presented papers at the College of St. John's, to the Anne Arundel County Historical Trust, the Annapolis Jewish Historical Society and the Workshop for Creative Writers, Wye Institute. Mrs. Jacobsen was also on the local arrangements for the annual meeting

Program Performance-Statistics (continued)

Special Research Projects (12)

LEGISLATIVE HISTORY PROJECT
Volumes II and III, 1716-1789

Summary Report of Accomplishments, Calendar Year 1976

COUNTY	TOTAL NUMBER LEGISLATORS ¹	2nd STAGE RESEARCH COMPLETED		RESEARCH REMAINING (includes lawyers)		DATA SHEETS A-H	
		LEGISLATOR IDENTIFIED C-2	LEGISLATOR NOT IDENTIFIED W-2	A-H	I-Z	COMP.	TO DO
Anne Arundel	75	45	0	11	19	17	33
Baltimore	71	45	0	2	24	18	15
Calvert	44	8	0	13	23	0	17
Caroline	31	19	0	0	12	17	0
Cecil	55	39	0	0	16	2	24
Charles	58	43	0	0	15	29	0
Dorchester	55	41	1	4	9	0	25
Frederick	74	41	0	0	33	41	0
Harford	30	16	0	2	12	9	6
Kent	66	27	0	0	39	10	15
Montgomery	12	0	0	10	2	0	0
Prince George's	52	13	0	17	22	0	0
Queen Anne's	49	23	0	3	23	0	23
St. Mary's	54	49	0	3	2	0	25
Somerset	62	28	1	7	26	5	22
Talbot	62	27	0	11	24	18	18
Washington	13	0	0	5	8	0	5
Worcester	39	18	2	1	18	3	16
TOTALS:	902	482	4	89	327	169	244

¹Estimated total until research completed.

ADDENDUM TO THE ANNUAL REPORT FOR CALENDAR YEAR 1976
Hall of Records-Archives Division

Reports generated by the Hall of Records Commission distributed outside of the Department of General Services:

Maryland State Publications Received at the Hall of Records, July 1, 1973 to
June 30, 1975, Frank F. White, Jr., Compiler

Principal Addressee: General distribution
Distribution: 800 copies
Frequency: Biennial; Annual beginning July 1977

Publications of the Maryland Hall of Records (brochure)

Principal Addressee: General distribution
Distribution: 3,500 copies
Frequency: Periodically revised when necessary

Research at the Hall of Records (brochure)

Principal Addressee: General distribution
Distribution: 4,500 copies
Frequency: Periodically revised when necessary

Bicentennial Bulletin

Principal Addressee: General distribution
Distribution: 3,750 copies
Frequency: Monthly

PROPOSAL FOR THE SECOND CONFERENCE ON MARYLAND HISTORY

Family, Community and Preservation:
Needs and Opportunities

Sponsored jointly by Goucher College and the Maryland Hall of Records of the
Department of General Services

May 1978

HRC Agenda Item 9

Goucher College, in conjunction with the Maryland Hall of Records proposes to hold the Second Conference on Maryland History in Annapolis in May 1978. The three-day Conference would focus on family, local, and preservation history with keynote speakers in the morning and workshops in the afternoon. Workshops would stress the resources of the Maryland Hall of Records and would be designed both to meet the research needs of the participants and to introduce them to unfamiliar materials available at the Hall of Records. William Warner, Pulitzer Prize winning author of Beautiful Swimmers, has already agreed to keynote the session on local history. Alex Haley, also a Pulitzer Prize winner for his book Roots has indicated to the Hall of Records that he might be interested in keynoting the session on family history. The keynote speaker for preservation will be determined at a future date in accord with the needs of the final program as it is developed by Goucher College and the Hall of Records. The proceedings of the First Conference on Maryland History held in 1974 were published on June 6 by The Johns Hopkins University Press and it is hoped that the proceedings of the Second Conference will be published in the same series if funds are appropriated as requested in the Hall of Records budget for FY 1979.

PROPOSAL FOR THE SECOND CONFERENCE ON MARYLAND HISTORY
Family, Community and Preservation: Needs and Opportunities
May 1978

Funding for the Conference in the amount of \$5,000 would be provided by the Maryland Hall of Records to Goucher College from a line item appropriation in the Hall of Records FY 1977 budget. Payment would be made in two installments to Goucher, the first as soon as possible, to cover the planning phase of the Conference which should begin immediately.

The proposed budget follows. Indirect costs incurred in administering the funds for the Conference are not shown and would be contributed by Goucher College. Planning for the Conference would be directed by representatives from the Hall of Records and Goucher College. Their time would be contributed by the respective institutions and also is not shown on the proposed budget.


Proposed Budget

Program Planning, Printing, Publicity	\$1,500
2-3 Goucher students to be employed in the preparations for the Conference at \$3.00 per hour	700
Lecture fees	2,200
Rental of facilities at St. John's College	<u>600</u>
	<u>TOTAL: \$5,000</u>

The cost of a banquet, and any additional charges incurred by the Conference including lecture fees and workshop materials in excess of the amount budgeted would be covered by preregistration and banquet

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fees to be paid by Conference participants, unless other sources such as a humanities grant could be found. Attendance at the Conference is expected to exceed a daily average of 150 people.


Rhoda Dorsey, President
Goucher College