

MUNICIPAL MUSEUM (PEALE) Accounting - City: Budget (FY 81)

RG 21 S 5 BOX ~~28A~~ 28A

To: DM  
From: HT  
Date: 10/22/80  
Subject: Permanent, part-time budget line

I'm glad you caught this.

While all along I,ve been filing our detail list of budgeted positions & personnel (see attached copy) without looking at them, I,ve realized that they are actually of some use. Our monthly variances have indicated excess charges to the permanent part-time line. The excess in July was to be expected having to pay Booth (part-time) for wages he'd accumulated up to the time of his cut-off (ie. sick leave, personal leave...) Since then, the only charges to this line should have been for Annette's wages. This detail list, however, shows that Rachel's wages are being charged to the part-time line.

Rachel's records indicate that a change notice was submitted to Payroll in October 1979 to change ~~ex~~ her from part-time to full-time. Having called Payroll yesterday about this, I was told that her change notice was rejected because a job number did not appear on it. (A job number is determined by the individual department and is required for all full-time budgeted positions.)

To correct charges made against our part-time line we have to complete two steps:

1. Issue a complete and correct change notice for Rachel. I think I've determined the appropriate job number from the vacant but budgeted full time position which appears on the detail list. (This vacancy must be the reason why the full-time budget line shows insufficient charges on our monthly variance chart. At least we know that there is a budgeted position in the full-time line to accommodate Rachel's wages.)
2. Once the change notice is acknowledged by Payroll( we will know this when the next detail list arrives, and hopefully Rachel's position will appear as having filled the vacant full-time position), we submit a journal entry to Accounting to transfer from part-time to full-time charges made from Rachel's wages since the beginning of the fiscal year.

Please sign the change notice.

The transfer of charges from one account no. to another will not effect our budget in any way, it is just a means of making our internal reporting (monthly variances) more accurate.

# **THE PEALE MUSEUM**

225 Holliday Street  
Baltimore, Maryland 21202

July 21, 1980

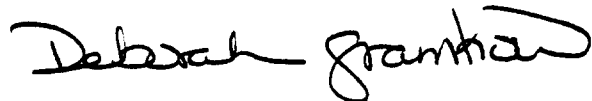
Dear Friend of the Peale:

The Peale Museum will sponsor two additional tours of Green Mount Cemetery on Saturday, September 13, 1980 at 9:30 a.m. and on Saturday, October 18, 1980 at 9:30 a.m.

The tours will be conducted rain or shine. Parking is available inside the gate of the cemetery.

Please call the Peale at 396-3523 for reservations. Each tour is limited to 50 people, so please make your reservations early. Looking forward to hearing from you soon.

Sincerely,



Deborah Gramkow  
Program Coordinator

O/E

# CITY OF BALTIMORE, MARYLAND

Agency: MUNICIPAL MUSEUM, BOARD OF TRUSTEES

Program: MUNICIPAL MUSEUM

Code: 490

## PROGRAM STATEMENT

The Municipal Museum functions as an agency of the City of Baltimore in accordance with an agreement executed between the City and the Trustees of the Municipal Museum of the City of Baltimore, Inc. with the objective of maintaining a non-commercial public museum. The agreement generally grants to the Trustees the exclusive use of the City-owned premises formerly known as the Peale Museum for the purpose of collecting, preserving, and exhibiting objects of interest to the public, particularly objects of historic or artistic significance in the life of Baltimore.

In addition to the above, the Trustees have accepted other responsibilities in City-owned buildings, viz, operating a historic center in the Washington Monument and maintaining the historically important Carroll Mansion and Old Town Meeting House. Educational activities are carried on in the form of public lectures, tours of the City and public demonstrations.

Under the general powers granted by the City Charter to maintain and support museums, funds for this program are provided from general revenue of the City to pay for approximately four-fifths of the costs of the Museum operations. The remaining costs are not reflected herein, payment thereof being made by the Trustees from contributions solicited or otherwise obtained privately by the Trustees.

## NO MAJOR CHANGES

### PROGRAM BUDGET SUMMARY

|  | Actual<br>Fiscal 1979 | Budgeted<br>Fiscal 1980 | Requested<br>Fiscal 1981 | Recommended<br>Fiscal 1981 |
|--|-----------------------|-------------------------|--------------------------|----------------------------|
| <b>SUMMARY BY PERMANENT FULL-TIME POSITIONS</b>        |                       |                         |                          |                            |
| General . . . . .                                      | 8.0                   | 8.0                     | 9.0                      | 8.0                        |
| <b>Total Permanent Full-time Positions</b>             | <b>8.0</b>            | <b>8.0</b>              | <b>9.0</b>               | <b>8.0</b>                 |
| <b>SUMMARY BY MAN-YEARS</b>                            |                       |                         |                          |                            |
| Permanent Full-time:                                   |                       |                         |                          |                            |
| General . . . . .                                      | 6.7                   | 7.8                     | 9.0                      | 7.5                        |
| Temporary, Permanent Part-time & Overtime:             |                       |                         |                          |                            |
| General . . . . .                                      | .7                    | .7                      | .7                       | .7                         |
| <b>Total Man-Years</b>                                 | <b>7.4</b>            | <b>8.5</b>              | <b>9.7</b>               | <b>8.2</b>                 |
| <b>SUMMARY BY OBJECT</b>                               |                       |                         |                          |                            |
| 1 Salaries and Wages . . . . .                         | 98,271                | 98,227                  | 108,137                  | 97,727                     |
| 2 Other Personnel Costs . . . . .                      | 17,816                | 21,439                  | 20,277                   | 19,447                     |
| 3 Contractual Services . . . . .                       | 26,106                | 34,870                  | 37,990                   | 37,990                     |
| 4 Materials and Supplies . . . . .                     | 1,114                 | 1,100                   | 1,230                    | 1,666                      |
| 5 Equipment - Replacement . . . . .                    | -                     | -                       | 3,000                    | 2,000                      |
| 6 Equipment - Additional . . . . .                     | -                     | -                       | 2,500                    | 2,500                      |
| <b>Total Objects</b>                                   | <b>143,307</b>        | <b>155,636</b>          | <b>173,134</b>           | <b>161,330</b>             |
| <b>SUMMARY BY ACTIVITY</b>                             |                       |                         |                          |                            |
| 001 Administration . . . . .                           | 116,087               | 119,666                 | 128,414                  | 117,174                    |
| 002 Peale Museum . . . . .                             | 12,445                | 20,570                  | 24,900                   | 24,050                     |
| 003 Information Center - Washington Monument . . . . . | 1,853                 | 1,400                   | 2,090                    | 2,090                      |
| 004 Carroll Mansion . . . . .                          | 8,522                 | 10,000                  | 13,500                   | 13,786                     |
| 005 Old Town Meeting House . . . . .                   | 4,400                 | 4,000                   | 4,230                    | 4,230                      |
| <b>Total Activities</b>                                | <b>143,307</b>        | <b>155,636</b>          | <b>173,134</b>           | <b>161,330</b>             |
| <b>SUMMARY BY FUND</b>                                 |                       |                         |                          |                            |
| General . . . . .                                      | 143,307               | 155,636                 | 173,134                  | 161,330                    |
| <b>Total Funds</b>                                     | <b>143,307</b>        | <b>155,636</b>          | <b>173,134</b>           | <b>161,330</b>             |

# CITY OF BALTIMORE, MARYLAND

Agency: MUNICIPAL MUSEUM, BOARD OF TRUSTEES

Program: MUNICIPAL MUSEUM

Code: 490

PROGRAM DETAIL FOR SALARIES AND WAGES (current year budget authorizations and cost for Fiscal 1981)

| Code                            | Classification<br>Title           | Grade<br>Or Rate | Budgeted Fiscal 1980 |               | Projected Fiscal 1981 |
|---------------------------------|-----------------------------------|------------------|----------------------|---------------|-----------------------|
|                                 |                                   |                  | Number               | Amount        | Amount                |
| <b>GENERAL FUNDS:</b>           |                                   |                  |                      |               |                       |
| <u>01 - Permanent Full-time</u> |                                   |                  |                      |               |                       |
| 00382                           | Director, MM                      | 111              | 1.0                  | 17,400        | 18,800                |
| 00073                           | Asst Director, MM                 | 34               | 1.0                  | 14,185        | 13,313                |
| 00034                           | Archivist MM                      | 32               | 1.0                  | 14,540        | 11,824                |
| 00825                           | Prin Clerk MM                     | 25               | 1.0                  | 10,881        | 9,525                 |
| 00830                           | Prin Custodial Worker MM          | 19/4             | 1.0                  | 8,735         | 8,829                 |
| 00595                           | Custodial Worker                  | 17/4             | 3.0                  | 25,442        | 25,478                |
|                                 | Supplemental Increases            |                  |                      | 1,325         | -                     |
|                                 | Sub-total, Permanent Full-time    |                  | 8.0                  | 92,508        | 87,769                |
|                                 | Salary/Wage Savings               |                  |                      | (2,825)       | (2,825)               |
|                                 | <b>Total Permanent Full-time</b>  |                  | <b>8.0</b>           | <b>89,683</b> | <b>84,944</b>         |
|                                 | <u>03 - Permanent Part-time</u>   |                  |                      | 5,044         | 5,044                 |
|                                 | <u>09 - Contract</u>              |                  |                      | 3,000         | 3,000                 |
|                                 | <u>15 - Sick Leave Conversion</u> |                  |                      | 500           | 500                   |
|                                 | <b>Total General Funds</b>        |                  | <b>8.0</b>           | <b>98,227</b> | <b>93,488</b>         |
| <b>ALL FUNDS:</b>               |                                   |                  |                      |               |                       |
|                                 | <u>01 - Permanent Full-time</u>   |                  | 8.0                  | 89,683        | 84,944                |
|                                 | <u>03 - Permanent Part-time</u>   |                  |                      | 5,044         | 5,044                 |
|                                 | <u>09 - Contract</u>              |                  |                      | 3,000         | 3,000                 |
|                                 | <u>15 - Sick Leave Conversion</u> |                  |                      | 500           | 500                   |
|                                 | <b>Total All Funds</b>            |                  | <b>8.0</b>           | <b>98,227</b> | <b>93,488</b>         |

*Alter for*  
5523  
1300 DG  
8530  
500

PROGRAM SALARY AND WAGE CHANGES FOR FISCAL 1981 (all changes except permanent full-time projections)

| Code                                     | Classification<br>Title                | Grade<br>Or Rate | Agency Request |               | Recommendation |                |
|--|--|------------------|----------------|---------------|----------------|----------------|
|  |  |                  | Number         | Cost          | Number         | Cost           |
| <b>GENERAL FUNDS:</b>                    |  |                  |                |               |                |                |
| <u>01 - Permanent Full-time</u>          |  |                  |                |               |                |                |
|  | Additional Position:                   |                  |                |               |                |                |
| 00070                                    | Asst Curator                           | 32               | 1.0            | 11,824        | -              | -              |
|  | Sub-total, Permanent Full-time         |                  | 1.0            | 11,824        | -              | -              |
|  | Salary/Wage Savings Adjustment         |                  |                | 2,825         |                | (2,698)        |
|  | <b>Total, Permanent Full-time</b>      |                  | <b>1.0</b>     | <b>14,649</b> | <b>-</b>       | <b>(2,698)</b> |
|  | <u>03 - Permanent Part-time</u>        |                  |                | 3,000         |                | 3,000          |
|  | <u>09 - Contract</u>                   |                  |                | (3,000)       |                | (3,000)        |
|  | <u>15 - Sick Leave Conversion</u>      |                  |                | -             |                | -              |
|  | <b>Sub-total, General Fund Changes</b> |                  | <b>1.0</b>     | <b>14,649</b> | <b>-</b>       | <b>(2,698)</b> |
| <b>Fiscal 1981 Negotiated Increases:</b> |  |                  |                |               |                |                |
|  | <u>01 - Permanent Full-time</u>        |                  |                | -             |                | 6,451          |
|  | <u>03 - Permanent Part-time</u>        |                  |                | -             |                | 486            |
|  | <b>Net General Fund Changes</b>        |                  | <b>1.0</b>     | <b>14,649</b> | <b>-</b>       | <b>4,239</b>   |

# CITY OF BALTIMORE, MARYLAND

Agency: MUNICIPAL MUSEUM, BOARD OF TRUSTEES

Program: MUNICIPAL MUSEUM

Code: 490

PROGRAM SALARY AND WAGE CHANGES FOR FISCAL 1981 (all changes except permanent full-time projections)

| <u>Code</u>                                       | <u>Classification</u><br>Title          | <u>Grade</u><br><u>Or Rate</u> | <u>Agency Request</u> |                | <u>Recommendation</u> |                               |
|---|---|--------------------------------|-----------------------|----------------|-----------------------|-------------------------------|
|   |   |                                | <u>Number</u>         | <u>Cost</u>    | <u>Number</u>         | <u>Cost</u>                   |
| <u>FISCAL 1981 PERSONNEL SUMMARY ( ALL FUNDS)</u> |   |                                |                       |                |                       |                               |
| <u>01 - Permanent Full-time</u>                   |   |                                |                       |                |                       |                               |
|   | Sub-total, Projections                  |                                | 8.0                   | 87,769         | 8.0                   | 87,769                        |
|   | Sub-total, Changes/Negotiated Increases |                                | <u>1.0</u>            | <u>11,824</u>  | <u>-</u>              | <u>6,451</u>                  |
|   |   |                                | 9.0                   | 99,593         | 8.0                   | 94,220                        |
|   | Total Salary/Wage Savings               |                                |                       | -              |                       | (5,523)<br><small>302</small> |
|   | Total Permanent Full-time               |                                | 9.0                   | 99,593         | 8.0                   | 88,697                        |
| <u>03 - Permanent Part-time</u>                   |   |                                |                       | 8,044          |                       | 8,530                         |
| <u>15 - Sick Leave Conversion</u>                 |   |                                |                       | <u>500</u>     |                       | <u>500</u>                    |
|   | Total All Funds Fiscal 1981             |                                | <u>9.0</u>            | <u>108,137</u> | <u>8.0</u>            | <u>97,727</u>                 |

## ACTIVITY SUMMARY

| Agency: Municipal Museum<br>Board of Trustees |                      | Program: Municipal Museum                    |                |                         | Code: 490              |                  |  |
|---|----------------------|--|----------------|-------------------------|------------------------|------------------|--|
|   |                      | Activity: Administration, Planning, Research |                |                         | Code: 001              |                  |  |
| DESCRIPTION<br>(2)                            | PRIOR<br>YEAR<br>(3) | CURRENT<br>YEAR<br>(4)                       | BUDGET YEAR    |                         |                        |                  |  |
|   |                      |  | AGENCY<br>(5)  | DEPT. OF FINANCE<br>(6) | BO OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |  |
| Employment Summary                            | ACTUAL               | BUDGET                                       | REQUEST        | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |  |
| Permanent Full-time Positions:                | 8.0                  | 8.0  | 9.0            |                         |                        |                  |  |
| General Funds                                 | 8.0                  | 8.0  | 9.0            |                         |                        |                  |  |
| <b>Total Permanent Full-time Positions</b>    | <b>8.0</b>           | <b>8.0</b>                                   | <b>9.0</b>     | <b>8.0</b>              | <b>8.0</b>             | ✓                |  |
| Man-Years:                                    |                      |  |                |                         |                        |                  |  |
| Permanent Full-time                           | 8.0                  | 8.0  | 9.0            | <del>8.7</del>          | 7.5                    |                  |  |
| General Funds                                 | 8.0                  | 8.0  |                |                         |                        |                  |  |
| Temporary                                     |                      |  |                |                         |                        |                  |  |
| General Funds                                 |                      |  |                |                         |                        |                  |  |
| Permanent Part-time                           | .5                   | .4   | .7             |                         | .7                     |                  |  |
| General Funds                                 |                      |  |                |                         |                        |                  |  |
| Contract                                      |                      | .3   |                |                         |                        |                  |  |
| Overtime                                      |                      |  |                |                         |                        |                  |  |
| General Funds                                 |                      |  |                |                         |                        |                  |  |
| <b>Total Man-Years</b>                        | <b>8.5</b>           | <b>8.7</b>                                   | <b>9.7</b>     | <b>7.7</b>              | <b>8.2</b>             | ✓                |  |
| <b>Summary By Object</b>                      |                      |  |                |                         |                        |                  |  |
| Salaries and Wages                            | 98,271               | 98,227                                       | 108,137        | 92,988                  | 97,727                 |                  |  |
| Other Personal Costs                          | 17,816               | 21,439                                       | 20,277         | 18,486                  | 19,447                 |                  |  |
| Contractual Services                          |                      |  |                |                         |                        |                  |  |
| Materials and Supplies                        |                      |  |                |                         |                        |                  |  |
| Equipment—Replacement                         |                      |  |                |                         |                        |                  |  |
| Equipment-Additional                          |                      |  |                |                         |                        |                  |  |
| Grants and Subsidies                          |                      |  |                |                         |                        |                  |  |
| Debt Service                                  |                      |  |                |                         |                        |                  |  |
| Capital Improvements                          |                      |  |                |                         |                        |                  |  |
| Transfers                                     |                      |  |                |                         |                        |                  |  |
| <b>Total Objects</b>                          | <b>116,087</b>       | <b>119,666</b>                               | <b>128,414</b> | <b>111,474</b>          | <b>117,174</b>         | ✓                |  |
| <b>Summary By Fund</b>                        |                      |  |                |                         |                        |                  |  |
| General                                       | 116,087              | 119,660                                      | 128,414        | 111,474                 | 117,174                |                  |  |
| Federal Revenue Sharing                       |                      |  |                |                         |                        |                  |  |
| Federal Antirecession Assistance              |                      |  |                |                         |                        |                  |  |
| Motor Vehicle                                 |                      |  |                |                         |                        |                  |  |
| Federal                                       |                      |  |                |                         |                        |                  |  |
| State   |                      |  |                |                         |                        |                  |  |
| Other Special                                 |                      |  |                |                         |                        |                  |  |
| Internal Service                              |                      |  |                |                         |                        |                  |  |
| <b>Total Funds</b>                            | <b>116,087</b>       | <b>119,660</b>                               | <b>128,414</b> | <b>111,474</b>          | <b>117,174</b>         | ✓                |  |

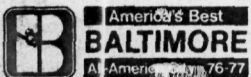
CITY OF BALTIMORE  
BUDGET YEAR ENDED JUNE 30, 1981  
(Form 5)

NOTE:  
To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE

|   |                                  |                  |
|---|----------------------------------|------------------|
| Agency: <b>Municipal Museum, Board of Trustees</b>                | Program: <b>Municipal Museum</b> | Code: <b>490</b> |
| OBJECTS OF EXPENDITURE EXCLUSIVE OF SALARIES, WAGES AND EQUIPMENT | Activity: <b>Administration</b>  | Code: <b>001</b> |

| (1)<br>OBJECT<br>DESCRIPTION | (2)<br>ITEM                         | (3)<br>PRIOR YEAR<br>ACTUAL | (4)<br>CURRENT YEAR<br>BUDGET | (5)<br>BUDGET YEAR<br>REQUEST | (6)<br>FINANCE<br>USE ONLY |
|------------------------------|-------------------------------------|-----------------------------|-------------------------------|-------------------------------|----------------------------|
| 1                            | FICA                                | 5439                        | 6021                          | 7835                          | FIN 6044 B/E 6527          |
| 2                            | Employees Retirement System         | 4697                        | 6915                          | 4002                          | 4002 4480                  |
| 5                            | Employees Medical and Hospital Ins. | 6041                        | 7560                          | <del>6623</del><br>7329       | 6623 ✓                     |
| 0                            | <i>Maps Medical</i>                 |                             |                               | 666                           | 666 ✓                      |
| 2                            | Prescription Drugs                  | 688                         | 340                           | 400                           | 400 ✓                      |
| 3                            | Vision Care (CMEA)                  | 139                         | 119                           | 140                           | 140 ✓                      |
| 4                            | Death Benefits (CMEA)               | 330                         | 297                           | 350                           | 350 ✓                      |
| 7                            | Vision Care (MAPS)                  | 13                          | 25                            | 30                            | 30 ✓                       |
| 8                            | Death Benefits (MAPS)               | 200                         | 162                           | 191                           | 191 ✓                      |
|                              |                                     | 17547                       | 21439                         | 20277                         | 18,486 19,447              |



NOTE: To be used in reporting for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.





# CITY OF BALTIMORE

# TRANSMITTAL MEMO

|                           |                 |
|---------------------------|-----------------|
| TO<br>DM & HT             |                 |
| FROM<br>BD                | DATE<br>8/11/80 |
| SUBJECT<br>Salary overage |                 |

The final word on the salary overage problem: we need to save about \$5800 total in FY '81.

I suggest we spend about ~~\$5000~~<sup>\$5000</sup> of part-time appropriation (Annette at 4.60 will consume about 4500 at present new salary range for her usual 72 hrs per month)

What Helen will have to do, then, is make sure



|                   |                |  |                            |                       |
|-------------------|----------------|--|----------------------------|-----------------------|
| FOR YOUR          | COMMENTS       |  | TAKE APPROPRIATE ACTION    |                       |
|                   | INFORMATION    |  | INVESTIGATE AND REPORT     |                       |
|                   | APPROVAL       |  | SUBMITTED PER YOUR REQUEST |                       |
|                   | SIGNATURE      |  | SEE ME                     | DATE                  |
|                   | TRANSMITTAL    |  |                            | A.M.                  |
| NOTE AND          | FILE           |  | NEED BY                    | DATE                  |
|                   | RETURN TO ME   |  |                            | A.S. SOON AS POSSIBLE |
| PREPARE REPLY FOR | MY SIGNATURE   |  | DATE                       |                       |
|                   | YOUR SIGNATURE |  |                            | A.M.                  |



that with whatever savings  
we realize from part time  
and whatever we save  
on Peale utilities

(Assuming we do not  
overspend elsewhere)  
that we accomplish  
total savings of \$5800

We should file this  
note with budget  
as a reminder

|           |                |                            |                     |                     |
|-----------|----------------|----------------------------|---------------------|---------------------|
| REPLY FOR | YOUR SIGNATURE | BY                         | A.M.                | DATE                |
|           | PREPARE        | MY SIGNATURE               | NEED                | DATE                |
| AND       | RETURN TO ME   | RETURN TO ME               | AT YOUR CONVENIENCE |                     |
|           | NOTE           | FILE                       | ME                  | AS SOON AS POSSIBLE |
| YOUR      | TRANSMITTAL    | SEE                        | A.M.                | DATE                |
|           | APPROVAL       | SUBMITTED PER YOUR REQUEST |                     |                     |
| FOR       | INFORMATION    | INVESTIGATE AND REPORT     |                     |                     |
|           | COMMENTS       | TAKE APPROPRIATE ACTION    |                     |                     |





# CITY OF BALTIMORE

## TRANSMITTAL MEMO

|          |                         |                             |
|----------|-------------------------|-----------------------------|
| TO       | Barry Dresse1           | <i>Dennis McDaniel</i>      |
| FROM     | Dennis McDaniel         |                             |
| SUBJECT. | D. Gramkow's supplement | DATE.<br><b>JUL 23 1980</b> |

I opt to pay her the overage. It will cost about \$28/month for eight months=\$224.00.

Clear this with Goetzinger. Tell him I know that we have other salary savings that I have to come up with ~~xxx~~ anyway, but that it is important to keep this person on board, and I will just add this \$224 to the other.

While talking to him, familiarize <sup>yourself</sup> with the salary savings question and begin to plan how we will attain those savings; particularly this coming winter might be a good time.

*Keep xerox copies of any of this paper before you send it off.*



|                   |                |  |                            |                |
|-------------------|----------------|--|----------------------------|----------------|
| FOR YOUR          | COMMENTS       |  | TAKE APPROPRIATE ACTION    |                |
|                   | INFORMATION    |  | INVESTIGATE AND REPORT     |                |
|                   | APPROVAL       |  | SUBMITTED PER YOUR REQUEST |                |
|                   | SIGNATURE      |  | SEE ME                     | DATE           |
|                   | TRANSMITTAL    |  |                            | A.M.      P.M. |
| NOTE AND          | FILE           |  | AS SOON AS POSSIBLE        |                |
|                   | RETURN TO ME   |  | AT YOUR CONVENIENCE        |                |
| PREPARE REPLY FOR | MY SIGNATURE   |  | NEED BY                    | DATE           |
|                   | YOUR SIGNATURE |  |                            | A.M.      P.M. |



CITY OF BALTIMORE

TRANSMITTAL MEMO

|         |                         |
|---------|-------------------------|
| TO      | Barry Dressei           |
| FROM    | Gennis McDaniel         |
| SUBJECT | D. Grankow's supplement |
| DATE    | JUL 23 1980             |

other.  
I will just add this \$228 to the  
to keep this person on board, and  
anyway, but that it is important  
savings that I have to come up with  
him I know that we have other salary  
0/ Clear this with Goetzinger. Tell  
eight months = \$2,400.00.  
It will cost about \$28/month for  
I opt to pay her the average.

While talking to him, familiarize  
with the salary savings question  
and begin to plan how we will attain  
those savings; particularly this  
coming winter might be a good time.

Keep a copy of this paper  
for board + off

|           |                            |      |          |          |
|-----------|----------------------------|------|----------|----------|
| FOR YOUR  | APPROVAL                   | DATE | INITIALS | COMMENTS |
| NOTE AND  | FILE                       | DATE | INITIALS | COMMENTS |
| PREPARE   | RETURN TO ME               | DATE | INITIALS | COMMENTS |
| REPLY FOR | MY SIGNATURE               | DATE | INITIALS | COMMENTS |
|           | YOUR SIGNATURE             | DATE | INITIALS | COMMENTS |
|           | BY                         | DATE | INITIALS | COMMENTS |
|           | NEED                       | DATE | INITIALS | COMMENTS |
|           | ME                         | DATE | INITIALS | COMMENTS |
|           | SEE                        | DATE | INITIALS | COMMENTS |
|           | AS SOON AS POSSIBLE        | DATE | INITIALS | COMMENTS |
|           | AT YOUR CONVENIENCE        | DATE | INITIALS | COMMENTS |
|           | SUBMITTED PER YOUR REQUEST | DATE | INITIALS | COMMENTS |
|           | INVESTIGATE AND REPORT     | DATE | INITIALS | COMMENTS |
|           | TAKE APPROPRIATE ACTION    | DATE | INITIALS | COMMENTS |



*Original budget check for review*

**ACTIVITY SUMMARY**

*161 330*



| Agency: <b>Municipal Museum Board of Trustees</b> |  | Program: <b>Municipal Museum</b>                 |                     | Code: <b>490</b>         |   |  |                                   |
|---|--|--|---------------------|--------------------------|---|--|-----------------------------------|
|   |  | Activity: <b>Municipal Museum (Peale Museum)</b> |                     | Code: <b>002</b>         |   |  |                                   |
| CODE<br>(1)                                       | DESCRIPTION<br>(2)                         | PRIOR YEAR<br>(3)                                | CURRENT YEAR<br>(4) | BUDGET YEAR              |   |  |                                   |
|   |  | ACTUAL   | BUDGET              | AGENCY<br>(5)<br>REQUEST | DEPT. OF FINANCE<br>(6)<br>RECOMMENDATION | BO OF ESTIMATES<br>(7)<br>RECOMMENDATION | ORDINANCE<br>(8)<br>APPROPRIATION |
|   | <b>Employment Summary</b>                  |  |                     |                          |   |  |                                   |
|   | Permanent Full-time Positions:             |  |                     |                          |   |  |                                   |
|   | General Funds                              |  |                     |                          |   |  |                                   |
|   | <b>Total Permanent Full-time Positions</b> |  |                     |                          |   |  |                                   |
|   | <b>Man-Years:</b>                          |  |                     |                          |   |  |                                   |
|   | Permanent Full-time                        |  |                     |                          |   |  |                                   |
|   | General Funds                              |  |                     |                          |   |  |                                   |
|   | Temporary                                  |  |                     |                          |   |  |                                   |
|   | General Funds                              |  |                     |                          |   |  |                                   |
|   | Permanent Part-time                        |  |                     |                          |   |  |                                   |
|   | General Funds                              |  |                     |                          |   |  |                                   |
|   | Overtime                                   |  |                     |                          |   |  |                                   |
|   | General Funds                              |  |                     |                          |   |  |                                   |
|   | <b>Total Man-Years</b>                     |  |                     |                          |   |  |                                   |
|   | <b>Summary By Object</b>                   |  |                     |                          |   |  |                                   |
| 1   | Salaries and Wages                         |  |                     |                          |   |  |                                   |
| 2   | Other Personal Costs                       |  |                     |                          |   |  |                                   |
| 3   | Contractual Services                       | 11,335   | 19,570              | 20,770                   | 20,770                                    |  |                                   |
| 4   | Materials and Supplies                     | 1,085  | 1,000               | 1,130                    | 1,280                                     |  |                                   |
| 5   | Equipment—Replacement                      |  |                     | 3,000                    | 2,000                                     |  |                                   |
| 6   | Equipment-Additional                       |  |                     |                          |   |  |                                   |
| 7   | Grants and Subsidies                       |  |                     |                          |   |  |                                   |
| 7   | Debt Service                               |  |                     |                          |   |  |                                   |
| 9   | Capital Improvements                       |  |                     |                          |   |  |                                   |
| 0   | Transfers                                  |  |                     |                          |   |  |                                   |
|   | <b>Total Objects</b>                       | 12,420   | 20,570              | 24,900                   | 24,050                                    |  |                                   |
|   | <b>Summary By Fund</b>                     |  |                     |                          |   |  |                                   |
| 1001-2012   | General                                    | 12,420   | 20,570              | 24,900                   | 24,050                                    |  |                                   |
| 2021  | Federal Revenue Sharing                    |  |                     |                          |   |  |                                   |
| 2022-2024   | Federal Antirecession Assistance           |  |                     |                          |   |  |                                   |
| 3001  | Motor Vehicle                              |  |                     |                          |   |  |                                   |
|   | Federal                                    |  |                     |                          |   |  |                                   |
| 5000-2023   | State                                      |  |                     |                          |   |  |                                   |
| 6000  | Other Special                              |  |                     |                          |   |  |                                   |
|   | Internal Service                           |  |                     |                          |   |  |                                   |
|   | <b>Total Funds</b>                         | 12,420   | 20,570              | 24,900                   | 24,050                                    |  |                                   |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 1981**  
 (Form 5)

**NOTE:**

To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

## ACTIVITY DETAIL FOR EQUIPMENT — REPLACEMENT

|  |  |  |                                       |  |                     |                                |             |                           |
|--|--|--|---------------------------------------|--|---------------------|--------------------------------|-------------|---------------------------|
| Agency:<br>Municipal Museum, Board of Trustees |  |  |                                       | Program:<br>Municipal Museum                 |                     |                                |             | Code<br>490               |
| BUDGET YEAR REQUEST                            |  |  |                                       | Activity:<br>Municipal Museum (Peale Museum) |                     |                                |             | Code<br>002               |
|  |  |  |                                       |  | REQUEST             |                                |             |                           |
| (1)  | (2)  | (3)                                    | (4)                                   | (5)  | (6)                 | (7)                            | (8)         | (9)                       |
| Sub<br>Object<br>Code                          | Description  | Estimated<br>Units<br>on hand<br>6/30/ | Age of<br>Equip.<br>to be<br>Replaced | No.<br>of<br>Units                           | Cost<br>Per<br>Unit | Trade-In<br>or Sales<br>Allow. | Net<br>Cost | Finance Dept.<br>Use Only |
| 501  | Architectural plan files<br>and 2 drawer files   | 6                                      | 40                                    | 6  |                     | none                           | 3,000       | <i>2000</i>               |
| 501  | <p><u>Justification</u></p> <p>Units that are wood are falling apart, drawers are hard to open. Steel units are almost impossible to open. These units were acquired <u>20</u> years ago from a city agency which was disposing of them as junk.</p> |  |                                       |  |                     |                                |             |                           |

140-051  
REV. 9-76



**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 1981**  
 (Form 8)

Page \_\_\_\_\_ of \_\_\_\_\_

NOTE: To be used in requesting equipment — replacement for an activity.

**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

| Agency:<br><b>Municipal Museum, Board of Trustees</b>             |   | Program:<br><b>Municipal Museum</b>                 |                        |                        | Code<br><b>490</b>  |
|---|---|---|------------------------|------------------------|---------------------|
| OBJECTS OF EXPENDITURE EXCLUSIVE OF SALARIES, WAGES AND EQUIPMENT |   | Activity:<br><b>Municipal Museum (Peale Museum)</b> |                        |                        | Code<br><b>002</b>  |
| (1)   | (2)   | (3)   | (4)                    | (5)                    | (6)                 |
| OBJECT<br>SUB OBJECT<br>CODE                                      | ITEM  | PRIOR YEAR<br>ACTUAL                                | CURRENT YEAR<br>BUDGET | BUDGET YEAR<br>REQUEST | FINANCE<br>USE ONLY |
| 305   | Municipal Telephone Exchange                | 2,306   | 2,200                  | 2,350                  | 2350                |
| 310   | Municipal Post Office                       |   |                        | 700                    | -                   |
| 315   | Gas, electric, steam                        | 5,230   | 13,000                 | 13,000                 | 13,000              |
| 316   | Maintenance, Repair Real Property           | 173   | 700                    | 300                    | 300                 |
| 335   | Maintenance, Repair Equipment               | 946   | 250                    | 1000                   | 1000                |
| 337   | Sewer & Water                               |   | 420                    | 420                    | 420                 |
| 338   | Auto Fire Burglary Alarm                    | 2,680   | 3,000                  | 3,000                  | 3000                |
| 350   | NOE   |   |                        |                        | 700                 |
|   |   | 11,335  | 19,570                 | 20,770                 | 20,770              |
| 402   | Office Supplies                             | 170   | 150                    | 170                    | 170                 |
| 405   | Photographic                                | 73  | 100                    | 80                     | 80                  |
| 407   | Custodial Materials                         | 398   | 300                    | 400                    | 500                 |
| 409   | General Operating Supplies                  | 323   | 300                    | 350                    | 400                 |
| 411   | Real Property Maintenance Supplies          | 121   | 150                    | 130                    | 130                 |
|   |   | 1,085   | 1,000                  | 1,130                  | 1280                |
| *310  | Restores hardship reduction made F.Y. 1979. |   |                        |                        |                     |

*\* 310 Why do you need 1980 when you can walk right across the street & pick up or deposit interdepartment mail?*



NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.



# ACTIVITY SUMMARY

Agency: **Municipal Museum Board of Trustees** Program: **Municipal Museum** Code: **490**  
 Activity: **Information Center Washington Monument** Code: **003**

| CODE<br>(1)               | DESCRIPTION<br>(2)                         | PRIOR YEAR<br>(3) | CURRENT YEAR<br>(4) | BUDGET YEAR   |                         |                        |                  |
|---------------------------|--|-------------------|---------------------|---------------|-------------------------|------------------------|------------------|
|                           |  |                   |                     | AGENCY<br>(5) | DEPT. OF FINANCE<br>(6) | BD OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |
|                           |  | ACTUAL            | BUDGET              | REQUEST       | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |
| <b>Employment Summary</b> |  |                   |                     |               |                         |                        |                  |
|                           | Permanent Full-time Positions:             |                   |                     |               |                         |                        |                  |
|                           | General Funds                              |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | <b>Total Permanent Full-time Positions</b> |                   |                     |               |                         |                        |                  |
| <b>Man-Years:</b>         |  |                   |                     |               |                         |                        |                  |
|                           | Permanent Full-time                        |                   |                     |               |                         |                        |                  |
|                           | General Funds                              |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | Temporary                                  |                   |                     |               |                         |                        |                  |
|                           | General Funds                              |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | Permanent Part-time                        |                   |                     |               |                         |                        |                  |
|                           | General Funds                              |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | Overtime                                   |                   |                     |               |                         |                        |                  |
|                           | General Funds                              |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | <b>Total Man-Years</b>                     |                   |                     |               |                         |                        |                  |
| <b>Summary By Object</b>  |  |                   |                     |               |                         |                        |                  |
| 1                         | Salaries and Wages                         |                   |                     |               |                         |                        |                  |
| 2                         | Other Personal Costs                       |                   |                     |               |                         |                        |                  |
| 3                         | Contractual Services                       | 1,854             | 1,400               | 2,090         | 2090                    |                        |                  |
| 4                         | Materials and Supplies                     |                   |                     |               |                         |                        |                  |
| 5                         | Equipment—Replacement                      |                   |                     |               |                         |                        |                  |
| 6                         | Equipment-Additional                       |                   |                     |               |                         |                        |                  |
| 7                         | Grants and Subsidies                       |                   |                     |               |                         |                        |                  |
| 7                         | Debt Service                               |                   |                     |               |                         |                        |                  |
| 9                         | Capital Improvements                       |                   |                     |               |                         |                        |                  |
| 0                         | Transfers                                  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | <b>Total Objects</b>                       | <b>1,854</b>      | <b>1,400</b>        | <b>2,090</b>  | <b>2090</b>             |                        |                  |
| <b>Summary By Fund</b>    |  |                   |                     |               |                         |                        |                  |
| 1001-2012                 | General                                    |                   |                     | 2,090         | 2090                    |                        |                  |
| 2021                      | Federal Revenue Sharing                    |                   |                     |               |                         |                        |                  |
| 2022-2024                 | Federal Antirecession Assistance           |                   |                     |               |                         |                        |                  |
| 3001                      | Motor Vehicle                              |                   |                     |               |                         |                        |                  |
|                           | Federal                                    |                   |                     |               |                         |                        |                  |
| 5000-2023                 | State                                      |                   |                     |               |                         |                        |                  |
| 6000                      | Other Special                              |                   |                     |               |                         |                        |                  |
|                           | Internal Service                           |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           |  |                   |                     |               |                         |                        |                  |
|                           | <b>Total Funds</b>                         | <b>1,854</b>      | <b>1,400</b>        | <b>2,090</b>  | <b>2090</b>             |                        |                  |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 1981**  
 (Form 5)

**NOTE:**  
 To be used in summarizing activity employment, expenditures by object, and source(s) of funds.



**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

| Agency:<br><b>Municipal Museum, Board of Trustees</b>             |   | Program:<br><b>Municipal Museum</b>               |                               |                               | Code<br><b>490</b>                     |
|---|---|---|-------------------------------|-------------------------------|--|
| OBJECTS OF EXPENDITURE EXCLUSIVE OF SALARIES, WAGES AND EQUIPMENT |   | Activity:<br><b>Information Center Washington</b> |                               |                               | Code<br><b>003</b>                     |
| (1)<br>OBJECT<br>SUB OBJECT<br>CODE                               | (2)<br>ITEM                                   | (3)<br>PRIOR YEAR<br>ACTUAL                       | (4)<br>CURRENT YEAR<br>BUDGET | (5)<br>BUDGET YEAR<br>REQUEST | Monument<br>(6)<br>FINANCE<br>USE ONLY |
| 304   | Telephone, exc, Municipal Exc.                | 1979<br>169                                       | 1980<br>125                   | 1981<br>170                   | 1981<br>170                            |
| 307   | Printing                                      | 223   |                               |                               | —                                      |
| 315   | Gas, electric                                 | 901   | 900                           | 1,000                         | 1,000                                  |
| 316   | Maintenance, Real Property                    | 27  | 250                           | 250                           | 250                                    |
| 335   | Maintenance and Repair,<br>Equipment          | 527   | 125                           | 500                           | 500                                    |
| 409   | General Operating and<br>Maintenance Supplies | 5   |                               | ? 170                         | 170                                    |
|   |   | 1,852   | 1,400                         | 2,090                         | 2090                                   |



NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.



## ACTIVITY SUMMARY

| Agency: <b>Municipal Museum Board of Trustees</b> |  | Program: <b>Municipal Museum</b> |                     |               | Code: <b>490</b>        |                        |                  |
|---|--|----------------------------------|---------------------|---------------|-------------------------|------------------------|------------------|
|   |  | Activity: <b>Carroll Mansion</b> |                     |               | Code: <b>004</b>        |                        |                  |
| CODE<br>(1)                                       | DESCRIPTION<br>(2)                         | PRIOR YEAR<br>(3)                | CURRENT YEAR<br>(4) | BUDGET YEAR   |                         |                        |                  |
|   |  |                                  |                     | AGENCY<br>(5) | DEPT. OF FINANCE<br>(6) | BJ OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |
|   | <b>Employment Summary</b>                  | ACTUAL                           | BUDGET              | REQUEST       | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |
|   | Permanent Full-time Positions:             |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Permanent Full-time Positions</b> |                                  |                     |               |                         |                        |                  |
|   | <b>Man-Years:</b>                          |                                  |                     |               |                         |                        |                  |
|   | Permanent Full-time                        |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | Temporary                                  |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | Permanent Part-time                        |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | Overtime                                   |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Man-Years</b>                     |                                  |                     |               |                         |                        |                  |
|   | <b>Summary By Object</b>                   |                                  |                     |               |                         |                        |                  |
| 1   | Salaries and Wages                         |                                  |                     |               |                         |                        |                  |
| 2   | Other Personal Costs                       |                                  |                     |               |                         |                        |                  |
| 3   | Contractual Services                       | 8,531                            | 9,900               | 10,900        | 10,900                  |                        |                  |
| 4   | Materials and Supplies                     |                                  | 100                 | 100           | 38                      |                        |                  |
| 5   | Equipment—Replacement                      |                                  |                     |               |                         |                        |                  |
| 6   | Equipment-Additional                       |                                  |                     | 2,500         | 2,500                   |                        |                  |
| 7   | Grants and Subsidies                       |                                  |                     |               |                         |                        |                  |
| 7   | Debt Service                               |                                  |                     |               |                         |                        |                  |
| 9   | Capital Improvements                       |                                  |                     |               |                         |                        |                  |
| 0   | Transfers                                  |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Objects</b>                       | <b>8,531</b>                     | <b>10,000</b>       | <b>13,500</b> | <b>13,786</b>           |                        |                  |
|   | <b>Summary By Fund</b>                     |                                  |                     |               |                         |                        |                  |
| 1001-2012   | General                                    | 8,531                            | 10,000              | 13,500        | 13,786                  |                        |                  |
| 2021  | Federal Revenue Sharing                    |                                  |                     |               |                         |                        |                  |
| 2022-2024   | Federal Antirecession Assistance           |                                  |                     |               |                         |                        |                  |
| 3001  | Motor Vehicle                              |                                  |                     |               |                         |                        |                  |
|   | Federal                                    |                                  |                     |               |                         |                        |                  |
| 5000-2023   | State                                      |                                  |                     |               |                         |                        |                  |
| 6000  | Other Special                              |                                  |                     |               |                         |                        |                  |
|   | Internal Service                           |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Funds</b>                         | <b>8,531</b>                     | <b>10,000</b>       | <b>13,500</b> | <b>13,786</b>           |                        |                  |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 19 81**  
 (Form 5)

**NOTE:**

To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

| (1)<br>OBJECT<br>SUB OBJECT<br>CODE                                  |  | (2)<br>ITEM  | (3)<br>PRIOR YEAR<br>ACTUAL | (4)<br>CURRENT YEAR<br>BUDGET | (5)<br>BUDGET YEAR<br>REQUEST | (6)<br>FINANCE<br>USE ONLY |
|--|--|--|-----------------------------|-------------------------------|-------------------------------|----------------------------|
| Agency:<br><b>Municipal Museum, Board of Trustees</b>                |  | Program:<br><b>Municipal Museum Carroll Mansion</b>  |                             | Code<br><b>490</b>            |                               |                            |
| OBJECTS OF EXPENDITURE EXCLUSIVE OF<br>SALARIES, WAGES AND EQUIPMENT |  | Activity:<br><b>Carroll Mansion</b>  |                             | Code<br><b>004</b>            |                               |                            |
| 305  |  | Telephone, Municipal Exchange  | 674                         | 486                           | 486                           | 486                        |
| 307  |  | Printing   |                             |                               |                               |                            |
| 315  |  | Gas, electric  | 4,259                       | 4,500                         | 4,500                         | 4500                       |
| 316  |  | Maintenance, Real Property   | 990                         | 2,000                         | 3,000                         | 3000                       |
| 335  |  | Maintenance, Equipment   | 425                         | 100                           | 100                           | 100                        |
| 337  |  | Sewer and Water  | 721                         | 478                           | 478                           | 478                        |
| 338  |  | Auto Fire Burglar Alarm  | 1,525                       | 2,336                         | 2,336                         | 2336                       |
| 407  |  | Custodial Materials  |                             | 100                           | 100                           | 10,900<br>386              |
|  |  |  | 8,594                       | 10,000                        | 11,000                        |                            |
| 316  |  | Sealing of building exterior to eliminate leaks, repairing of water damaged interior ceilings. |                             |                               |                               |                            |



NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.

**ACTIVITY DETAIL FOR EQUIPMENT — ADDITIONAL**

|  |                                     |                    |
|--|-------------------------------------|--------------------|
| Agency:<br><b>Municipal Museum, Board of Trustees</b><br>BUDGET YEAR REQUEST | Program:<br><b>Municipal Museum</b> | Code<br><b>490</b> |
|  | Activity:<br><b>Carroll Mansion</b> | Code<br><b>004</b> |

| (1)<br>Sub<br>Object<br>Code | (2)<br>DESCRIPTION   | (3)<br>Estimated<br>Units<br>on hand<br>6/30/ | (4)<br>REQUEST     |                     |            | (5)<br>Finance Dept.<br>Use Only |
|------------------------------|--|---|--------------------|---------------------|------------|----------------------------------|
|                              |  |   | No.<br>of<br>Units | Cost<br>per<br>Unit | Total Cost |                                  |
| 605                          | Inline humidifier for Carroll Mansion heating system   |   | 1                  | 2,500               | 2,500      | 2500                             |
| 605                          | <p><u>Justification</u></p> <p>Present hot air heating system is inefficient due to lack of humidity - house does not hold heat because furnaces blow dry air. A humidifier will cause the system to work more efficiently, make the house more comfortable, prolong life of wall finishes, and provide a better environment for the antiques displayed.</p> |   |                    |                     |            |                                  |



# ACTIVITY SUMMARY

Agency: **Municipal Museum Board of Trustees** Program: **Municipal Museum** Code: **490**  
 Activity: **Old Town Meeting House** Code: **005**

| CODE<br>(1) | DESCRIPTION<br>(2)                         | PRIOR YEAR<br>(3) | CURRENT YEAR<br>(4) | BUDGET YEAR   |                         |                        |                  |
|-------------|--|-------------------|---------------------|---------------|-------------------------|------------------------|------------------|
|             |  |                   |                     | AGENCY<br>(5) | DEPT. OF FINANCE<br>(6) | BO OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |
|             |  | ACTUAL            | BUDGET              | REQUEST       | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |
|             | <b>Employment Summary</b>                  |                   |                     |               |                         |                        |                  |
|             | Permanent Full-time Positions:             |                   |                     |               |                         |                        |                  |
|             | General Funds                              |                   |                     |               |                         |                        |                  |
|             | <b>Total Permanent Full-time Positions</b> |                   |                     |               |                         |                        |                  |
|             | Man-Years:                                 |                   |                     |               |                         |                        |                  |
|             | Permanent Full-time                        |                   |                     |               |                         |                        |                  |
|             | General Funds                              |                   |                     |               |                         |                        |                  |
|             | Temporary                                  |                   |                     |               |                         |                        |                  |
|             | General Funds                              |                   |                     |               |                         |                        |                  |
|             | Permanent Part-time                        |                   |                     |               |                         |                        |                  |
|             | General Funds                              |                   |                     |               |                         |                        |                  |
|             | Overtime                                   |                   |                     |               |                         |                        |                  |
|             | General Funds                              |                   |                     |               |                         |                        |                  |
|             | <b>Total Man-Years</b>                     |                   |                     |               |                         |                        |                  |
|             | <b>Summary By Object</b>                   |                   |                     |               |                         |                        |                  |
| 1           | Salaries and Wages                         |                   |                     |               |                         |                        |                  |
| 2           | Other Personal Costs                       |                   |                     |               |                         |                        |                  |
| 3           | Contractual Services                       | 4,400             | 4,000               | 4,230         | 4,230                   |                        |                  |
| 4           | Materials and Supplies                     |                   |                     |               |                         |                        |                  |
| 5           | Equipment—Replacement                      |                   |                     |               |                         |                        |                  |
| 6           | Equipment-Additional                       |                   |                     |               |                         |                        |                  |
| 7           | Grants and Subsidies                       |                   |                     |               |                         |                        |                  |
| 7           | Debt Service                               |                   |                     |               |                         |                        |                  |
| 9           | Capital Improvements                       |                   |                     |               |                         |                        |                  |
| 0           | Transfers                                  |                   |                     |               |                         |                        |                  |
|             | <b>Total Objects</b>                       | 4,400             | 4,000               | 4,230         | 4,230                   |                        |                  |
|             | <b>Summary By Fund</b>                     |                   |                     |               |                         |                        |                  |
| 1001-2012   | General                                    | 4,400             | 4,000               | 4,230         | 4,230                   |                        |                  |
| 2021        | Federal Revenue Sharing                    |                   |                     |               |                         |                        |                  |
| 2022-2024   | Federal Antirecession Assistance           |                   |                     |               |                         |                        |                  |
| 3001        | Motor Vehicle                              |                   |                     |               |                         |                        |                  |
|             | Federal                                    |                   |                     |               |                         |                        |                  |
| 5000-2023   | State                                      |                   |                     |               |                         |                        |                  |
| 8000        | Other Special                              |                   |                     |               |                         |                        |                  |
|             | Internal Service                           |                   |                     |               |                         |                        |                  |
|             | <b>Total Funds</b>                         | 4,400             | 4,000               | 4,230         | 4,230                   |                        |                  |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 19 81**  
 (Form 5)

**NOTE:**  
 To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

|  |  |                    |
|--|--|--------------------|
| <b>Agency:</b><br>Municipal Museum, Board of Trustees                    | <b>Program:</b><br>Municipal Museum        | <b>Code</b><br>490 |
| <b>OBJECTS OF EXPENDITURE EXCLUSIVE OF SALARIES, WAGES AND EQUIPMENT</b> | <b>Activity:</b><br>Old Town Meeting House | <b>Code</b><br>005 |

| (1)                          | (2)                                  | (3)                  | (4)                    | (5)                    | (6)                 |
|------------------------------|--------------------------------------|----------------------|------------------------|------------------------|---------------------|
| OBJECT<br>SUB OBJECT<br>CODE | ITEM                                 | PRIOR YEAR<br>ACTUAL | CURRENT YEAR<br>BUDGET | BUDGET YEAR<br>REQUEST | FINANCE<br>USE ONLY |
| 315                          | Gas, electric                        | 3,155                | 3,000                  | 3,200                  |                     |
| 317                          | Maintenance, Real Property           | 301                  | 400                    | 300                    |                     |
| 335                          | Maintenance & Repair, Equip-<br>ment | 415                  | 100                    | 200                    | <i>same</i>         |
| 338                          | Auto Fire & Burglar Alarm            | 528                  | 500                    | 530                    |                     |
|                              |                                      | <b>4,399</b>         | <b>4,000</b>           | <b>4,230</b>           | <b>4,230</b>        |



NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.

FY 1981 Budget as submitted

FROM

|                       |   |
|-----------------------|---|
| NAME & TITLE          | George A. Piendak, Chief  |
| AGENCY NAME & ADDRESS | Bureau of the Budget and Management Research<br>Department of Finance |
| SUBJECT               | Fiscal 1981 Budget Requests   |

CITY OF  
BALTIMORE  
**MEMO**



TO

SERVE THE PEOPLE

DATE: January 11, 1980

Dennis McDaniel  
Director  
Municipal Museum (Peale)

The policy for all City agencies to follow in preparing fiscal 1981 budget requests was set forth in a memorandum dated October 15, 1979 from His Honor, Mayor William Donald Schaefer, to all Department and Bureau Heads. Included in this memorandum was the following: "I direct every department to submit budget requests showing cognizance of the City's fiscal problems. This means that I expect departmental requests to be at or below current year appropriation levels, most especially all activities and programs supported by general funds. Appropriations requested may only increase if they are fully supported by sources other than local tax revenues."

Despite the above directive, fiscal 1981 budget submissions received by the Department of Finance indicate that most agencies (there have been several noteworthy exceptions) did not choose to comply with the Mayor's policy. Therefore, the Mayor is hereby instructing each noncomplying agency to submit to the Department of Finance by Monday, January 21, 1980, a statement recommending such changes as are appropriate to reduce the agency net general fund budget request for fiscal 1981 to the fiscal 1980 budget level. Include in the statement a brief description of the impact upon assigned missions, estimated revenues, etc. to be anticipated as a result of the recommended changes.

Your cooperation in submitting an appropriate change and impact statement by the date specified is earnestly solicited. Failure to do so will undoubtedly make an already unpleasant situation worse.

1/18 letter to T. Goetzinger -  
cut on Asst Cur &  
6 plan files from  
submitted budget

*George A. Piendak*

*Good Lord*

*[Handwritten signature]*



# CITY OF BALTIMORE, MARYLAND

Agency: MUNICIPAL MUSEUM, BOARD OF TRUSTEES

Program: MUNICIPAL MUSEUM

Code: 490

PROGRAM DETAIL FOR SALARIES AND WAGES (current year budget authorizations and cost for Fiscal 1981)

| Code           | Classification                    |               | Budgeted Fiscal 1980 |         | Projected Fiscal 1981 |
|----------------|-----------------------------------|---------------|----------------------|---------|-----------------------|
|                | Title                             | Grade Or Rate | Number               | Amount  | Amount                |
| GENERAL FUNDS: |                                   |               |                      |         |                       |
|                | <u>01 - Permanent Full-time</u>   |               |                      |         |                       |
| 00382          | Director, MM                      | 111           | 1.0                  | 17,400  | 18,800                |
| 00073          | Asst Director, MM                 | 34            | 1.0                  | 14,185  | 13,313                |
| 00034          | Archivist MM                      | 32            | 1.0                  | 14,540  | 11,824                |
| 00825          | Prin Clerk MM                     | 25            | 1.0                  | 10,881  | 9,525                 |
| 00830          | Prin Custodial Worker MM          | 19/4          | 1.0                  | 8,735   | 8,829                 |
| 00595          | Custodial Worker                  | 17/4          | 3.0                  | 25,442  | 25,478                |
|                | Supplemental Increases            |               |                      | 1,325   |                       |
|                | Sub-total, Permanent Full-time    |               | 8.0                  | 92,508  | 87,769                |
|                | Salary/Wage Savings               |               |                      | (2,825) | (2,825)               |
|                | Fund Adjustment                   |               |                      | -       | + 1,300               |
|                | Total Permanent Full-time         |               | 8.0                  | 89,683  | 84,944                |
|                | <u>03 - Permanent Part-time</u>   |               |                      | 5,044   | 5,044                 |
|                | <u>09 - Contract</u>              |               |                      | 3,000   | 3,000                 |
|                | <u>15 - Sick Leave Conversion</u> |               |                      | 500     | 500                   |
|                | Total General Funds               |               | 8.0                  | 98,227  | 93,488                |
| ALL FUNDS:     |                                   |               |                      |         |                       |
|                | <u>01 - Permanent Full-time</u>   |               | 8.0                  | 89,683  | 84,944                |
|                | <u>03 - Permanent Part-time</u>   |               |                      | 5,044   | 5,044                 |
|                | <u>09 - Contract</u>              |               |                      | 3,000   | 3,000                 |
|                | <u>15 - Sick Leave Conversion</u> |               |                      | 500     | 500                   |
|                | Total All Funds                   |               | 8.0                  | 98,227  | 93,488                |

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# CITY OF BALTIMORE, MARYLAND

Agency: MUNICIPAL MUSEUM, BOARD OF TRUSTEES

Program: MUNICIPAL MUSEUM

Code: 490

## PROGRAM BUDGET SUMMARY

|  | Actual<br>Fiscal 1979 | Budgeted<br>Fiscal 1980 | Requested<br>Fiscal 1981      | Recommended<br>Fiscal 1981 |
|--|-----------------------|-------------------------|-------------------------------|----------------------------|
| <u>SUMMARY BY PERMANENT FULL-TIME POSITIONS</u>        |                       |                         |                               |                            |
| General . . . . .                                      | 8.0                   | 8.0                     | 9.0                           |                            |
| Federal Revenue Sharing . . . . .                      |                       |                         |                               |                            |
| Federal Antirecession Assistance . . . . .             |                       |                         |                               |                            |
| Motor Vehicle . . . . .                                |                       |                         |                               |                            |
| Other Federal . . . . .                                |                       |                         |                               |                            |
| State . . . . .  |                       |                         |                               |                            |
| Other Special . . . . .                                |                       |                         |                               |                            |
| Internal Service . . . . .                             |                       |                         |                               |                            |
| Total Permanent Full-time Positions . . . . .          | 8.0                   | 8.0                     | 9.0                           |                            |
| <u>SUMMARY BY MAN-YEARS</u>                            |                       |                         |                               |                            |
| <u>Permanent Full-time:</u>                            |                       |                         |                               |                            |
| General . . . . .                                      | 6.7                   | 7.8                     | 9.0                           |                            |
| Federal Revenue Sharing . . . . .                      |                       |                         |                               |                            |
| Federal Antirecession Assistance . . . . .             |                       |                         |                               |                            |
| Motor Vehicle . . . . .                                |                       |                         |                               |                            |
| Other Federal . . . . .                                |                       |                         |                               |                            |
| State . . . . .  |                       |                         |                               |                            |
| Other Special . . . . .                                |                       |                         |                               |                            |
| Internal Service . . . . .                             |                       |                         |                               |                            |
| <u>Temporary, Permanent Part-time &amp; Overtime:</u>  |                       |                         |                               |                            |
| General . . . . .                                      | .7                    | .7                      | .7                            |                            |
| Federal Revenue Sharing . . . . .                      |                       |                         |                               |                            |
| Federal Antirecession Assistance . . . . .             |                       |                         |                               |                            |
| Motor Vehicle . . . . .                                |                       |                         |                               |                            |
| Other Federal . . . . .                                |                       |                         |                               |                            |
| State . . . . .  |                       |                         |                               |                            |
| Other Special . . . . .                                |                       |                         |                               |                            |
| Internal Service . . . . .                             |                       |                         |                               |                            |
| Total Man-Years . . . . .                              | 7.4                   | 8.5                     | 9.7                           |                            |
| <u>SUMMARY BY OBJECT</u>                               |                       |                         |                               |                            |
| 1 Salaries and Wages . . . . .                         | 98,271                | 98,227                  | 108,137                       |                            |
| 2 Other Personnel Costs . . . . .                      | 17,816                | 21,439                  | <del>20,277</del> 23,099      |                            |
| 3 Contractual Services . . . . .                       | 26,106                | 34,870                  | 37,990                        |                            |
| 4 Materials and Supplies . . . . .                     | 1,114                 | 1,100                   | 1,230                         |                            |
| 5 Equipment - Replacement . . . . .                    |                       |                         | 3,000                         |                            |
| 6 Equipment - Additional . . . . .                     |                       |                         | 2,500                         |                            |
| 7 Grants and Subsidies . . . . .                       |                       |                         |                               |                            |
| 7 Debt Service . . . . .                               |                       |                         |                               |                            |
| 9 Capital Improvements . . . . .                       |                       |                         |                               |                            |
| 0 Transfers . . . . .                                  |                       |                         |                               |                            |
| Total Objects . . . . .                                | 143,307               | 155,636                 | <del>171,956</del><br>173,134 |                            |
| <u>SUMMARY BY ACTIVITY</u>                             |                       |                         |                               |                            |
| 001 Administration . . . . .                           | 116,087               | 119,666                 | 128,414                       |                            |
| 002 Peale Museum . . . . .                             | 12,445                | 20,570                  | 24,900                        |                            |
| 003 Information Center - Washington Monument . . . . . | 1,853                 | 1,400                   | 2,090                         |                            |
| 004 Carroll Mansion . . . . .                          | 8,522                 | 10,000                  | 13,500                        |                            |
| 005 Old Town Meeting House . . . . .                   | 4,400                 | 4,000                   | 4,230                         |                            |
| Total Activities . . . . .                             | 143,307               | 155,636                 | 173,134                       |                            |
| <u>SUMMARY BY FUND</u>                                 |                       |                         |                               |                            |
| General . . . . .                                      | 143,307               | 155,636                 | 173,134                       |                            |
| Federal Revenue Sharing . . . . .                      |                       |                         |                               |                            |
| Federal Antirecession Assistance . . . . .             |                       |                         |                               |                            |
| Motor Vehicle . . . . .                                |                       |                         |                               |                            |
| Other Federal . . . . .                                |                       |                         |                               |                            |
| State . . . . .  |                       |                         |                               |                            |
| Other Special . . . . .                                |                       |                         |                               |                            |
| Internal Service . . . . .                             |                       |                         |                               |                            |
| Total Funds . . . . .                                  | 143,307               | 155,636                 | 173,134                       |                            |

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**-AND**

**ANNUAL SALARY & WAGE CHANGES FOR FISCAL 19\_\_** (All changes except regular salary projections)

| CLASSIFICATION                          |                                |               | AGENCY REQUEST |         | RECOMMENDATION |      |
|---|--------------------------------|---------------|----------------|---------|----------------|------|
| CODE                                    | TITLE                          | GRADE OR RATE | NO.            | COST    | NO.            | COST |
| (1)                                     | (2)                            | (3)           | (4)            | (5)     | (6)            | (7)  |
| <b>GENERAL FUNDS:</b>                   |                                |               |                |         |                |      |
|   | 01 - Permanent Full-Time       |               |                |         |                |      |
|   | Additional Position:           |               |                |         |                |      |
| 00070                                   | Assistant Curator              | 32            | 1.0            | 11,824  |                |      |
|   | Sub-total, Permanent Full-Time |               | 1.0            | 11,824  |                |      |
|   | Salary/wage Savings Adjustment |               |                | 2,825   |                |      |
|   | Total, Permanent Full-Time     |               | 1.0            | 14,649  |                |      |
|   | 03 - Permanent Part Time       |               |                | 3,000   |                |      |
|   | 09 - Contract                  |               |                | (3,000) |                |      |
|   | Net General Fund Changes       |               | 1.0            | 14,649  |                |      |
| FY 1981 Program Summary (General Funds) |                                |               |                |         |                |      |
|   | 01 - Permanent Full-Time       |               |                |         |                |      |
|   | Sub-total, Program             |               | 8.0            | 87,769  |                |      |
|   | Sub-total, changes             |               | 1.0            | 11,824  |                |      |
|   |                                |               | 9.0            | 99,593  |                |      |
|   | Total, Salary/wage Savings     |               |                | -       |                |      |
|   | Total permanent Full-Time      |               | 9.0            | 99,593  |                |      |
|   | 03 - Permanent Part-Time       |               |                | 8,044   |                |      |
|   | 15 - Sick Leave Conversion     |               |                | 500     |                |      |
|   |                                |               | 9.0            | 108,137 |                |      |

| Agency Requested<br>Fiscal 1980 | Requested<br>Fiscal 1981 | Recommended<br>Fiscal 1981 |
|---------------------------------|--------------------------|----------------------------|
| 8.0                             | 9.0                      |                            |
| 8.0                             | 9.0                      |                            |
| 7.8                             | 9.0                      |                            |
| 8.5                             | 9.7                      |                            |
| 98,227                          | 108,137                  |                            |
| 21,439                          | 20,277                   | 19,099                     |
| 34,870                          | 37,990                   |                            |
| 1,100                           | 1,230                    |                            |
|                                 | 3,000                    |                            |
|                                 | 2,500                    |                            |
| 55,636                          | 171,956                  | 173,134                    |
| 19,666                          | 128,414                  |                            |
| 20,570                          | 24,900                   |                            |
| 1,400                           | 2,090                    |                            |
| 10,000                          | 13,500                   |                            |
| 4,000                           | 4,230                    |                            |
| 55,636                          | 173,134                  |                            |
| 55,636                          | 173,134                  |                            |

**CITY OF BALTIMORE**  
BUDGET YEAR ENDED JUNE 30, 19\_\_  
(Form 12)

28-1416-9409 A

NOTE: To be used in requesting, by program, position additions and deletions, title, grade and rate changes, and all other changes to salaries & wages except regular salary projections for positions authorized in current year budget.

|   |             |         |         |         |
|---|-------------|---------|---------|---------|
| 5 | Total Funds | 143,307 | 155,636 | 173,134 |
| 4 |             |         |         |         |
| 3 |             |         |         |         |
| 2 |             |         |         |         |



### ACTIVITY SUMMARY

| Agency: <b>Municipal Museum Board of Trustees</b> |  | Program: <b>Municipal Museum</b>                    |                        |                | Code: <b>490</b>        |                        |                  |
|---|--|---|------------------------|----------------|-------------------------|------------------------|------------------|
|   |  | Activity: <b>Administration, Planning, Research</b> |                        |                | Code: <b>001</b>        |                        |                  |
| CODE<br>(1)                                       | DESCRIPTION<br>(2)                         | PRIOR<br>YEAR<br>(3)                                | CURRENT<br>YEAR<br>(4) | BUDGET YEAR    |                         |                        |                  |
|   |  |   |                        | AGENCY<br>(5)  | DEPT. OF FINANCE<br>(6) | BO OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |
|   | <b>Employment Summary</b>                  | ACTUAL  | BUDGET                 | REQUEST        | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |
|   | Permanent Full-time Positions:             | 8.0   | 8.0                    | 9.0            |                         |                        |                  |
|   | General Funds                              | 8.0   | 8.0                    | 9.0            |                         |                        |                  |
|   | <b>Total Permanent Full-time Positions</b> | <b>8.0</b>  | <b>8.0</b>             | <b>9.0</b>     |                         |                        |                  |
|   | <b>Man-Years:</b>                          |   |                        |                |                         |                        |                  |
|   | Permanent Full-time                        | 8.0   | 8.0                    |                |                         |                        |                  |
|   | General Funds                              | 8.0   | 8.0                    |                |                         |                        |                  |
|   | Temporary                                  |   |                        |                |                         |                        |                  |
|   | General Funds                              |   |                        |                |                         |                        |                  |
|   | Permanent Part-time                        | .5  | .4                     |                |                         |                        |                  |
|   | General Funds                              |   |                        |                |                         |                        |                  |
|   | <b>Contract</b>                            |   | .3                     |                |                         |                        |                  |
|   | Overtime                                   |   |                        |                |                         |                        |                  |
|   | General Funds                              |   |                        |                |                         |                        |                  |
|   | <b>Total Man-Years</b>                     | <b>8.5</b>  | <b>8.7</b>             |                |                         |                        |                  |
|   | <b>Summary By Object</b>                   |   |                        |                |                         |                        |                  |
| 1   | Salaries and Wages                         | 98,271  | 98,227                 | 108,137        |                         |                        |                  |
| 2   | Other Personal Costs                       | 17,816  | 21,439                 | 20,277         |                         |                        |                  |
| 3   | Contractual Services                       |   |                        |                |                         |                        |                  |
| 4   | Materials and Supplies                     |   |                        |                |                         |                        |                  |
| 5   | Equipment--Replacement                     |   |                        |                |                         |                        |                  |
| 6   | Equipment-Additional                       |   |                        |                |                         |                        |                  |
| 7   | Grants and Subsidies                       |   |                        |                |                         |                        |                  |
| 7   | Debt Service                               |   |                        |                |                         |                        |                  |
| 9   | Capital Improvements                       |   |                        |                |                         |                        |                  |
| 0   | Transfers                                  |   |                        |                |                         |                        |                  |
|   | <b>Total Objects</b>                       | <b>116,087</b>                                      | <b>119,666</b>         | <b>128,414</b> |                         |                        |                  |
|   | <b>Summary By Fund</b>                     |   |                        |                |                         |                        |                  |
| 1001-2012   | General                                    | 116,087   | 119,660                | 128,414        |                         |                        |                  |
| 2021  | Federal Revenue Sharing                    |   |                        |                |                         |                        |                  |
| 2022-2024   | Federal Antirecession Assistance           |   |                        |                |                         |                        |                  |
| 3001  | Motor Vehicle                              |   |                        |                |                         |                        |                  |
|   | Federal                                    |   |                        |                |                         |                        |                  |
| 5000-7023   | State                                      |   |                        |                |                         |                        |                  |
| 6000  | Other Special                              |   |                        |                |                         |                        |                  |
|   | Internal Service                           |   |                        |                |                         |                        |                  |
|   | <b>Total Funds</b>                         | <b>116,087</b>                                      | <b>119,660</b>         | <b>128,414</b> |                         |                        |                  |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 1981**  
 (Form 5)

**NOTE:**  
 To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE

| Agency:<br>Municipal Museum, Board of Trustees                       |  | Program:<br>Municipal Museum |                               |                               | Code<br>490                |
|--|--|------------------------------|-------------------------------|-------------------------------|----------------------------|
| OBJECTS OF EXPENDITURE EXCLUSIVE OF<br>SALARIES, WAGES AND EQUIPMENT |  | Activity:<br>Administration  |                               |                               | Code<br>001                |
| (1)<br>OBJECT<br>SUB OBJECT<br>CODE                                  | (2)<br>ITEM                            | (3)<br>PRIOR YEAR<br>ACTUAL  | (4)<br>CURRENT YEAR<br>BUDGET | (5)<br>BUDGET YEAR<br>REQUEST | (6)<br>FINANCE<br>USE ONLY |
| 201  | FICA                                   | 5439                         | 6021                          | 7835                          |                            |
| 202  | Employees Retirement System            | 4697                         | 6915                          | 4002                          |                            |
| 205  | Employees Medical and<br>Hospital Ins. | 6041                         | 7560                          | <del>7329</del><br>666        |                            |
| 210  | <i>Maps Medical</i>                    |                              |                               |                               |                            |
| 212  | Prescription Drugs                     | 688                          | 340                           | 400                           |                            |
| 213  | Vision Care (CMEA)                     | 139                          | 119                           | 140                           |                            |
| 214  | Death Benefits (CMEA)                  | 330                          | 297                           | 350                           |                            |
| 227  | Vision Care (MAPS)                     | 13                           | 25                            | 30                            |                            |
| 228  | Death Benefits (MAPS)                  | 200                          | 162                           | 191                           |                            |
|  |  | 17547                        | 21439                         | 20277                         |                            |



NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.



## ACTIVITY SUMMARY

| Agency: <b>Municipal Museum<br/>Board of Trustees</b> |                                     | Program: <b>Municipal Museum</b>                 |                        | Code: <b>490</b>    |                         |                        |                  |
|---|-------------------------------------|--|------------------------|---------------------|-------------------------|------------------------|------------------|
|   |                                     | Activity: <b>Municipal Museum (Peale Museum)</b> |                        | Code: <b>002</b>    |                         |                        |                  |
| CODE<br>(1)   | DESCRIPTION<br>(2)                  | PRIOR<br>YEAR<br>(3)                             | CURRENT<br>YEAR<br>(4) | B U D G E T Y E A R |                         |                        |                  |
|   |                                     |  |                        | AGENCY<br>(5)       | DEPT. OF FINANCE<br>(6) | BO OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |
|   |                                     | ACTUAL   | BUDGET                 | REQUEST             | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |
|   | <b>Employment Summary</b>           |  |                        |                     |                         |                        |                  |
|   | Permanent Full-time Positions:      |  |                        |                     |                         |                        |                  |
|   | General Funds                       |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Total Permanent Full-time Positions |  |                        |                     |                         |                        |                  |
|   | Man-Years:                          |  |                        |                     |                         |                        |                  |
|   | Permanent Full-time                 |  |                        |                     |                         |                        |                  |
|   | General Funds                       |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Temporary                           |  |                        |                     |                         |                        |                  |
|   | General Funds                       |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Permanent Part-time                 |  |                        |                     |                         |                        |                  |
|   | General Funds                       |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Overtime                            |  |                        |                     |                         |                        |                  |
|   | General Funds                       |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Total Man-Years                     |  |                        |                     |                         |                        |                  |
|   | <b>Summary By Object</b>            |  |                        |                     |                         |                        |                  |
| 1   | Salaries and Wages                  |  |                        |                     |                         |                        |                  |
| 2   | Other Personal Costs                |  |                        |                     |                         |                        |                  |
| 3   | Contractual Services                | 11,335   | 19,570                 | 20,770              |                         |                        |                  |
| 4   | Materials and Supplies              | 1,085  | 1,000                  | 1,130               |                         |                        |                  |
| 5   | Equipment—Replacement               |  |                        | 3,000               |                         |                        |                  |
| 6   | Equipment-Additional                |  |                        |                     |                         |                        |                  |
| 7   | Grants and Subsidies                |  |                        |                     |                         |                        |                  |
| 7   | Debt Service                        |  |                        |                     |                         |                        |                  |
| 9   | Capital Improvements                |  |                        |                     |                         |                        |                  |
| 0   | Transfers                           |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Total Objects                       | 12,420   | 20,570                 | 24,900              |                         |                        |                  |
|   | <b>Summary By Fund</b>              |  |                        |                     |                         |                        |                  |
| 1001-<br>2012   | General                             | 12,420   | 20,570                 | 24,900              |                         |                        |                  |
| 2021  | Federal Revenue Sharing             |  |                        |                     |                         |                        |                  |
| 2022<br>2024  | Federal Antirecession Assistance    |  |                        |                     |                         |                        |                  |
| 3001  | Motor Vehicle                       |  |                        |                     |                         |                        |                  |
|   | Federal                             |  |                        |                     |                         |                        |                  |
| 5000<br>2023  | State                               |  |                        |                     |                         |                        |                  |
| 6000  | Other Special                       |  |                        |                     |                         |                        |                  |
|   | Internal Service                    |  |                        |                     |                         |                        |                  |
|   |                                     |  |                        |                     |                         |                        |                  |
|   | Total Funds                         | 12,420   | 20,570                 | 24,900              |                         |                        |                  |

CITY OF BALTIMORE  
BUDGET YEAR ENDED JUNE 30, 1981  
(Form 5)

**NOTE:**  
To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

**ACTIVITY DETAIL FOR EQUIPMENT — REPLACEMENT**

|  |  |             |
|--|--|-------------|
| Agency:<br>Municipal Museum, Board of Trustees | Program:<br>Municipal Museum                 | Code<br>490 |
| BUDGET YEAR REQUEST                            | Activity:<br>Municipal Museum (Peale Museum) | Code<br>002 |

|                 |   |                               |                              | REQUEST      |               |                          |          |                        |
|-----------------|---|-------------------------------|------------------------------|--------------|---------------|--------------------------|----------|------------------------|
| (1)             | (2)   | (3)                           | (4)                          | (5)          | (6)           | (7)                      | (8)      | (9)                    |
| Sub Object Code | Description   | Estimated Units on hand 6/30/ | Age of Equip. to be Replaced | No. of Units | Cost Per Unit | Trade-In or Sales Allow. | Net Cost | Finance Dept. Use Only |
| 501             | Architectural plan files and 2 drawer files   | 6                             | 40                           | 6            |               | none                     | 3,000    |                        |
| 501             | <p><u>Justification</u></p> <p>Units that are wood are falling apart, drawers are hard to open. Steel units are almost impossible to open. These units were acquired 20 years ago from a city agency which was disposing of them as junk.</p> |                               |                              |              |               |                          |          |                        |



ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE

|   |   |                    |
|---|---|--------------------|
| Agency:<br><b>Municipal Museum, Board of Trustees</b>             | Program:<br><b>Municipal Museum</b>                 | Code<br><b>490</b> |
| OBJECTS OF EXPENDITURE EXCLUSIVE OF SALARIES, WAGES AND EQUIPMENT | Activity:<br><b>Municipal Museum (Peale Museum)</b> | Code<br><b>002</b> |

| (1)<br>SUBJECT<br>SUB OBJECT<br>CODE | (2)<br>ITEM                                 | (3)<br>PRIOR YEAR<br>ACTUAL | (4)<br>CURRENT YEAR<br>BUDGET | (5)<br>BUDGET YEAR<br>REQUEST | (6)<br>FINANCE<br>USE ONLY |
|--------------------------------------|---|-----------------------------|-------------------------------|-------------------------------|----------------------------|
| 305                                  | Municipal Telephone Exchange                | 2,306                       | 2,200                         | 2,350                         |                            |
| 310                                  | Municipal Post Office                       |                             |                               | 700                           |                            |
| 315                                  | Gas, electric, steam                        | 5,230                       | 13,000                        | 13,000                        |                            |
| 316                                  | Maintenance, Repair Real Property           | 173                         | 700                           | 300                           |                            |
| 335                                  | Maintenance, Repair Equipment               | 946                         | 250                           | 1000                          |                            |
| 337                                  | Sewer & Water                               |                             | 420                           | 420                           |                            |
| 338                                  | Auto Fire Burglary Alarm                    | 2,680                       | 3,000                         | 3,000                         |                            |
|                                      |   | 11,335                      | 19,570                        | 20,770                        |                            |
| 402                                  | Office Supplies                             | 170                         | 150                           | 170                           |                            |
| 405                                  | Photographic                                | 73                          | 100                           | 80                            |                            |
| 407                                  | Custodial Materials                         | 398                         | 300                           | 400                           |                            |
| 409                                  | General Operating Supplies                  | 323                         | 300                           | 350                           |                            |
| 411                                  | Real Property Maintenance Supplies          | 121                         | 150                           | 130                           |                            |
|                                      |   | 1,085                       | 1,000                         | 1,130                         |                            |
| 310                                  | Restores hardship reduction made F.Y. 1979. |                             |                               |                               |                            |

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**CITY OF BALTIMORE**  
BUDGET YEAR ENDED JUNE 30, 19 81  
(Form 10)

NOTE: To be used in reporting for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.

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### ACTIVITY SUMMARY

| Agency: <b>Municipal Museum Board of Trustees</b> |                                     | Program: <b>Municipal Museum</b>                        |              |             | Code: <b>490</b> |                 |             |
|---|-------------------------------------|---|--------------|-------------|------------------|-----------------|-------------|
|   |                                     | Activity: <b>Information Center Washington Monument</b> |              |             | Code: <b>003</b> |                 |             |
| CODE  | DESCRIPTION                         | PRIOR YEAR  | CURRENT YEAR | BUDGET YEAR |                  |                 |             |
|   |                                     |   |              | AGENCY      | DEPT. OF FINANCE | BD OF ESTIMATES | ORDINANCE   |
| (1)   | (2)                                 | (3)   | (4)          | (5)         | (6)              | (7)             | (8)         |
|   | Employment Summary                  | ACTUAL  | BUDGET       | REQUEST     | RECOMMENDATION   | RECOMMENDATION  | APPROPRIATE |
|   | Permanent Full-time Positions:      |   |              |             |                  |                 |             |
|   | General Funds                       |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Total Permanent Full-time Positions |   |              |             |                  |                 |             |
|   | Man-Years:                          |   |              |             |                  |                 |             |
|   | Permanent Full-time                 |   |              |             |                  |                 |             |
|   | General Funds                       |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Temporary                           |   |              |             |                  |                 |             |
|   | General Funds                       |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Permanent Part-time                 |   |              |             |                  |                 |             |
|   | General Funds                       |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Overtime                            |   |              |             |                  |                 |             |
|   | General Funds                       |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Total Man-Years                     |   |              |             |                  |                 |             |
|   | <b>Summary By Object</b>            |   |              |             |                  |                 |             |
| 1   | Salaries and Wages                  |   |              |             |                  |                 |             |
| 2   | Other Personal Costs                |   |              |             |                  |                 |             |
| 3   | Contractual Services                | 1,854   | 1,400        | 2,090       |                  |                 |             |
| 4   | Materials and Supplies              |   |              |             |                  |                 |             |
| 5   | Equipment—Replacement               |   |              |             |                  |                 |             |
| 6   | Equipment—Additional                |   |              |             |                  |                 |             |
| 7   | Grants and Subsidies                |   |              |             |                  |                 |             |
| 7   | Debt Service                        |   |              |             |                  |                 |             |
| 9   | Capital Improvements                |   |              |             |                  |                 |             |
| 0   | Transfers                           |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Total Objects                       | 1,854   | 1,400        | 2,090       |                  |                 |             |
|   | <b>Summary By Fund</b>              |   |              |             |                  |                 |             |
| 1001-2012   | General                             |   |              | 2,090       |                  |                 |             |
| 2021  | Federal Revenue Sharing             |   |              |             |                  |                 |             |
| 2023-2024   | Federal Antirecession Assistance    |   |              |             |                  |                 |             |
| 3001  | Motor Vehicle                       |   |              |             |                  |                 |             |
|   | Federal                             |   |              |             |                  |                 |             |
| 5000-2023   | State                               |   |              |             |                  |                 |             |
| 6000  | Other Special                       |   |              |             |                  |                 |             |
|   | Internal Service                    |   |              |             |                  |                 |             |
|   |                                     |   |              |             |                  |                 |             |
|   | Total Funds                         | 1,854   | 1,400        | 2,090       |                  |                 |             |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 19<sup>81</sup>**  
 (Form 5)

**NOTE:**  
 To be used in summarizing activity employment, expenditures by object, and source(s) of funds.



**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

|  |   |   |                        |                        |                     |
|--|---|---|------------------------|------------------------|---------------------|
| Agency:<br><b>Municipal Museum, Board of Trustees</b>                |   | Program:<br><b>Municipal Museum</b>               |                        |                        | Code<br><b>490</b>  |
| OBJECTS OF EXPENDITURE EXCLUSIVE OF<br>SALARIES, WAGES AND EQUIPMENT |   | Activity:<br><b>Information Center Washington</b> |                        |                        | Code<br><b>003</b>  |
| (1)  | (2)   | (3)   | (4)                    | (5)                    | Monument<br>(6)     |
| OBJECT<br>SUB OBJECT<br>CODE   | ITEM  | PRIOR YEAR<br>ACTUAL                              | CURRENT YEAR<br>BUDGET | BUDGET YEAR<br>REQUEST | FINANCE<br>USE ONLY |
| 304  | Telephone, exc, Municipal Exc.                | 169   | 125                    | 170                    |                     |
| 307  | Printing                                      | 223   |                        |                        |                     |
| 315  | Gas, electric                                 | 901   | 900                    | 1,000                  |                     |
| 316  | Maintenance, Real Property                    | 27  | 250                    | 250                    |                     |
| 335  | Maintenance and Repair,<br>Equipment          | 527   | 125                    | 500                    |                     |
| 409  | General Operating and<br>Maintenance Supplies | 5   |                        | 7 170                  |                     |
|  |   | 1,852   | 1,400                  | 2,090                  |                     |

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**CITY OF BALTIMORE**  
BUDGET YEAR ENDED JUNE 30, 19 81  
(Form 10)

NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.



### ACTIVITY SUMMARY

| Agency: <b>Municipal Museum Board of Trustees</b> |  | Program: <b>Municipal Museum</b> |                     |               | Code: <b>490</b>        |                        |                  |
|---|--|----------------------------------|---------------------|---------------|-------------------------|------------------------|------------------|
|   |  | Activity: <b>Carroll Mansion</b> |                     |               | Code: <b>004</b>        |                        |                  |
| (1)   | DESCRIPTION<br>(2)                         | PRIOR YEAR<br>(3)                | CURRENT YEAR<br>(4) | BUDGET YEAR   |                         |                        |                  |
|   |  |                                  |                     | AGENCY<br>(5) | DEPT. OF FINANCE<br>(6) | BO OF ESTIMATES<br>(7) | ORDINANCE<br>(8) |
|   | <b>Employment Summary</b>                  | ACTUAL                           | BUDGET              | REQUEST       | RECOMMENDATION          | RECOMMENDATION         | APPROPRIATION    |
|   | Permanent Full-time Positions:             |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Permanent Full-time Positions</b> |                                  |                     |               |                         |                        |                  |
|   | <b>Man-Years:</b>                          |                                  |                     |               |                         |                        |                  |
|   | Permanent Full-time                        |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | Temporary                                  |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | Permanent Part-time                        |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | Overtime                                   |                                  |                     |               |                         |                        |                  |
|   | General Funds                              |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Man-Years</b>                     |                                  |                     |               |                         |                        |                  |
|   | <b>Summary By Object</b>                   |                                  |                     |               |                         |                        |                  |
| 1   | Salaries and Wages                         |                                  |                     |               |                         |                        |                  |
| 2   | Other Personal Costs                       |                                  |                     |               |                         |                        |                  |
| 3   | Contractual Services                       | 8,531                            | 9,900               | 10,900        |                         |                        |                  |
| 4   | Materials and Supplies                     |                                  | 100                 | 100           |                         |                        |                  |
| 5   | Equipment—Replacement                      |                                  |                     |               |                         |                        |                  |
| 6   | Equipment-Additional                       |                                  |                     | 2,500         |                         |                        |                  |
| 7   | Grants and Subsidies                       |                                  |                     |               |                         |                        |                  |
| 7   | Debt Service                               |                                  |                     |               |                         |                        |                  |
| 9   | Capital Improvements                       |                                  |                     |               |                         |                        |                  |
| 0   | Transfers                                  |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Objects</b>                       | 8,531                            | 10,000              | 13,500        |                         |                        |                  |
|   | <b>Summary By Fund</b>                     |                                  |                     |               |                         |                        |                  |
| 1001-2012   | General                                    | 8,531                            | 10,000              | 13,500        |                         |                        |                  |
| 2021  | Federal Revenue Sharing                    |                                  |                     |               |                         |                        |                  |
| 2022-2024   | Federal Antirecession Assistance           |                                  |                     |               |                         |                        |                  |
| 3001  | Motor Vehicle                              |                                  |                     |               |                         |                        |                  |
|   | Federal                                    |                                  |                     |               |                         |                        |                  |
| 5000-2023   | State                                      |                                  |                     |               |                         |                        |                  |
| 6000  | Other Special                              |                                  |                     |               |                         |                        |                  |
|   | Internal Service                           |                                  |                     |               |                         |                        |                  |
|   |  |                                  |                     |               |                         |                        |                  |
|   | <b>Total Funds</b>                         | 8,531                            | 10,000              | 13,500        |                         |                        |                  |

**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 19 81**  
 (Form 5)

**NOTE:**  
 To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

| Agency:<br><b>Municipal Museum, Board of Trustees</b>                |  | Program:<br><b>Municipal Museum Carroll Mansion</b> |                               |                               | Code<br><b>490</b>         |
|--|--|---|-------------------------------|-------------------------------|----------------------------|
| OBJECTS OF EXPENDITURE EXCLUSIVE OF<br>SALARIES, WAGES AND EQUIPMENT |  | Activity:<br><b>Carroll Mansion</b>                 |                               |                               | Code<br><b>004</b>         |
| (1)<br>OBJECT<br>SUB OBJECT<br>CODE                                  | (2)<br>ITEM  | (3)<br>PRIOR YEAR<br>ACTUAL                         | (4)<br>CURRENT YEAR<br>BUDGET | (5)<br>BUDGET YEAR<br>REQUEST | (6)<br>FINANCE<br>USE ONLY |
| 305  | Telephone, Municipal Exchange  | 674   | 486                           | 486                           |                            |
| 307  | Printing   |   |                               |                               |                            |
| 315  | Gas, electric  | 4,259   | 4,500                         | 4,500                         |                            |
| 316  | Maintenance, Real Property   | 990   | 2,000                         | 3,000                         |                            |
| 335  | Maintenance, Equipment   | 425   | 100                           | 100                           |                            |
| 337  | Sewer and Water  | 721   | 478                           | 478                           |                            |
| 338  | Auto Fire Burglar Alarm  | 1,525   | 2,336                         | 2,336                         |                            |
| 407  | Custodial Materials  |   | 100                           | 100                           |                            |
|  |  | 8,594   | 10,000                        | 11,000                        |                            |
| 316  | Sealing of building exterior to eliminate leaks, repairing of water damaged interior ceilings. |   |                               |                               |                            |

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**CITY OF BALTIMORE**  
BUDGET YEAR ENDED JUNE 30, 19 81  
(Form 10)

NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.

**ACTIVITY DETAIL FOR EQUIPMENT — ADDITIONAL**

| Agency:<br><b>Municipal Museum, Board of Trustees</b><br>BUDGET YEAR REQUEST |  | Program:<br><b>Municipal Museum</b> |             |               | Code<br><b>490</b> |                        |
|--|--|-------------------------------------|-------------|---------------|--------------------|------------------------|
|  |  | Activity:<br><b>Carroll Mansion</b> |             |               | Code<br><b>004</b> |                        |
| (1)  | (2)  | (3)                                 | (4)         |               | (5)                |                        |
| Sub Object Code  | DESCRIPTION  | Estimated Units on hand 6/30/       | REQUEST     |               |                    | Finance Dept. Use Only |
|  |  |                                     | No of Units | Cost Per Unit | Total Cost         |                        |
| 605  | Inline humidifier for Carroll Mansion heating system   |                                     | 1           | 2,500         | 2,500              |                        |
| 605  | <p><u>Justification</u></p> <p>Present hot air heating system is inefficient due to lack of humidity - house does not hold heat because furnaces blow dry air. A humidifier will cause the system to work more efficiently, make the house more comfortable, prolong life of wall finishes, and provide a better environment for the antiques displayed.</p> |                                     |             |               |                    |                        |

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**CITY OF BALTIMORE**  
BUDGET YEAR ENDED JUNE 30, 1981  
(Form 9)

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NOTE: To be used in requesting equipment -- additional for an activity.





ACTIVITY SUMMARY

Agency: Municipal Museum Board of Trustees Program: Municipal Museum Code: 490 Activity: Old Town Meeting House Code: 005

Table with columns: CODE, DESCRIPTION, PRIOR YEAR, CURRENT YEAR, AGENCY, DEPT. OF FINANCE, BUDGET YEAR (BJ OF ESTIMATES, ORDINANCE), and various sub-columns for actual/budget and request/recommendation/appropriation.

CITY OF BALTIMORE BUDGET YEAR ENDED JUNE 30, 19 81 (Form 5)

NOTE: To be used in summarizing activity employment, expenditures by object, and source(s) of funds.

**ACTIVITY DETAIL FOR OTHER OBJECTS OF EXPENDITURE**

|  |                                      |  |                        |                        |                     |
|--|--------------------------------------|--|------------------------|------------------------|---------------------|
| Agency:<br><b>Municipal Museum, Board of Trustees</b>                |                                      | Program:<br><b>Municipal Museum</b>        |                        |                        | Code<br><b>490</b>  |
| OBJECTS OF EXPENDITURE EXCLUSIVE OF<br>SALARIES, WAGES AND EQUIPMENT |                                      | Activity:<br><b>Old Town Meeting House</b> |                        |                        | Code<br><b>005</b>  |
| (1)  | (2)                                  | (3)  | (4)                    | (5)                    | (6)                 |
| OBJECT<br>SUB OBJECT<br>CODE   | ITEM                                 | PRIOR YEAR<br>ACTUAL                       | CURRENT YEAR<br>BUDGET | BUDGET YEAR<br>REQUEST | FINANCE<br>USE ONLY |
| 315  | Gas, electric                        | 3,155                                      | 3,000                  | 3,200                  |                     |
| 316  | Maintenance, Real Property           | 301  | 400                    | 300                    |                     |
| 335  | Maintenance & Repair, Equip-<br>ment | 415  | 100                    | 200                    |                     |
| 338  | Auto Fire & Burglar Alarm            | 528  | 500                    | 530                    |                     |
|  |                                      | 4,399                                      | 4,000                  | 4,230                  |                     |



NOTE: To be used in reporting, for an activity, all objects of expenditures except Salaries and Wages; Equipment — Replacement, and Equipment — Additional.

**REVENUE STATEMENT**

| Agency:<br>Municipal Museum, Board of Trustees |   | Program:<br>Municipal Museum |                        |                          | Code<br>490             |
|--|---|------------------------------|------------------------|--------------------------|-------------------------|
| (1)  | (2)   | (3)                          | (4)                    | (5)                      | (6)                     |
| REVENUE<br>CODE                                | SOURCE OF REVENUE                             | PRIOR YEAR<br>ACTUAL         | CURRENT YEAR<br>BUDGET | CURRENT YEAR<br>REVISION | BUDGET YEAR<br>ESTIMATE |
| A-001-755-490-00-000                           | Admissions to tower at<br>Washington Monument | 1,112.50                     | 1,000                  | 1,150                    |                         |
| TOTAL REVENUE ALL FUNDS                        |   | 1,112.50                     | 1,000                  | 1,150                    |                         |

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**CITY OF BALTIMORE**  
**BUDGET YEAR ENDED JUNE 30, 1981**  
 (Form 3)

NOTE: To be used in estimating revenues by source and by fund for each budget year program, to revise revenue estimates for the current fiscal year.

MUNICIPAL MUSEUM (PEALE) Accounting - museum : Budget (FY 81)

RG 21 s 5 BOX 28A



THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

PROJECTED OPERATING BUDGET (NON-MUNICIPAL)

July 1, 1980 to June 30, 1981

( in \$ 000s )

|                             | General<br>Fund | <u>Restricted Funds</u><br><u>Gov't Grants/Other</u> | Total<br>All Funds |
|-----------------------------|-----------------|--|--------------------|
| Income:                     |                 |  |                    |
| Contributions, general      | 7.0             |  | 7.0                |
| Contributions, Board        | 10.0            |  | 10.0               |
| Membership dues             | 9.0             |  | 9.0                |
| Reproduction fees           | .5              |  | .5                 |
| Inter-fund transfers        |                 |  |                    |
| Special Events              | 1.0             |  | 1.0                |
| Investment Income           | 5.0             |  | 5.0                |
| Bequests                    | 1.5             |  | 1.5                |
| Jacob & Annita France Fndn. |                 |  |                    |
| Carroll Mansion             |                 | 3.1  | 3.1                |
| Grants-Baltimore City       |                 |  |                    |
| Grants-Maryland             |                 | 4.4  | 4.4                |
| Grants-Federal              |                 |  |                    |
| IMS                         | 7.0             |  | 7.0                |
| Other Income                |                 |  |                    |
| NEH Folklore                |                 | 28.6   | 28.6               |
| NEA Conservation            |                 | 3.3  | 3.3                |
| NEH Youth Projects          |                 | 2.5  | 2.5                |
| Sales                       |                 |  |                    |
| Photographic Services       | .1              |  | .1                 |
| Materials                   | .4              |  | .4                 |
|                             | <hr/>           | <hr/>  | <hr/>              |
| TOTAL INCOME                | 41.5            | 38.8    3.1  | 83.4               |

(continued)

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

PROJECTED OPERATING BUDGET (NON-MUNICIPAL)

July 1, 1980 to June 30, 1981

| Expenses:                           | <u>General<br/>Funds</u> | <u>Restricted Funds</u> |                     | <u>Total<br/>All Funds</u> |
|-------------------------------------|--------------------------|-------------------------|---------------------|----------------------------|
|                                     |                          | <u>Gov't</u>            | <u>Grants/Other</u> |                            |
| Collections & Exhibits              |                          |                         |                     |                            |
| Purchases/Accessions                | .                        |                         | 2.0                 | 2.0                        |
| Collection Maintenance              | 3.3                      | 2.7                     |                     | 6.0                        |
| Conservation                        | 3.4                      | 5.8                     |                     | 9.2                        |
| Photography                         | .6                       |                         |                     | .6                         |
| Photographic Services               | .1                       |                         |                     | .1                         |
| Exhibits (temporary)                | 2.0                      |                         |                     | 2.0                        |
| Salaries & Related Expenses         |                          |                         |                     |                            |
| Salaries                            | 7.4                      | 19.6                    |                     | 27.0                       |
| FICA, employers                     | .6                       | 1.1                     |                     | 1.7                        |
| Hospitalization                     | .5                       |                         |                     | .5                         |
| General & Administrative            |                          |                         |                     |                            |
| Association Dues                    | .3                       |                         |                     | .3                         |
| General Expenses                    | 1.6                      | .4                      |                     | 2.0                        |
| Postage & Handling                  | .6                       | .1                      |                     | .7                         |
| Professional Services               | .9                       |                         |                     | .9                         |
| Purchases for resale                | 1.3                      |                         |                     | 1.3                        |
| Copying                             | .1                       | .1                      |                     | .2                         |
| Travel                              | 1.3                      | .2                      |                     | 1.5                        |
| Office Supplies                     | .5                       | .2                      |                     | .7                         |
| Maintenance                         | 1.0                      |                         |                     | 1.0                        |
| Promotion (Printing)                | .5                       |                         | 1.1                 | 1.6                        |
| Development Program                 |                          |                         |                     |                            |
| Professional fees                   | 8.0                      |                         |                     | 8.0                        |
| Other expenses                      | 1.0                      |                         |                     | 1.0                        |
| Membership Services                 |                          |                         |                     |                            |
| Newsletter                          | .8                       |                         |                     | .8                         |
| Annual Report                       | 1.0                      |                         |                     | 1.0                        |
| Programs                            | .7                       |                         |                     | .7                         |
| Miscellaneous Programs              |                          |                         |                     |                            |
| Volunteer                           | .3                       |                         |                     | .3                         |
| Special Events                      | 1.5                      | .5                      |                     | 2.0                        |
| Youth                               |                          | 2.4                     |                     | 2.4                        |
| Folklore                            |                          | 5.7                     |                     | 5.7                        |
| Capital Equipment (less than \$5.0) |                          |                         |                     |                            |
| Copier                              | .8                       |                         |                     | .8                         |
| Camera                              | .4                       |                         |                     | .4                         |
| Uniforms                            | .4                       |                         |                     | .4                         |
| Library (Books & Subscriptions)     | .4                       |                         |                     | .4                         |
| TOTAL EXPENSES                      | 41.3                     | 38.8                    | 3.1                 | 83.2                       |

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

Operating and Capital Budget/FY 1981

Estimated Income

| Support:   | <u>General<br/>Funds</u> | <u>Restricted Funds<sup>1</sup><br/>(Govt Grants/Other)</u> |              | <u>Total<br/>Funds</u> |
|--|--------------------------|---|--------------|------------------------|
| Contributions, General                                   | 7.0                      |   |              | 7.0                    |
| Contributions, Trustee                                   | 10.0                     |   |              | 10.0                   |
| Historic Displays Fund                                   |                          |   |              |                        |
| Jacob & Annita France Fund                               |                          |   | 3.1          | 3.1                    |
| Exterior Renovation Fund                                 |                          | 70.0  |              | 70.0                   |
| Reinstallation Fund                                      |                          |   | 240.0        | 240.0                  |
| Grants-Baltimore City                                    |                          |   |              |                        |
| Grants-Maryland  |                          |   |              |                        |
| MSAC CM Music Series                                     |                          | .4  | .4           | .8                     |
| MSAC Archival Storage                                    |                          | 1.0   | 1.0          | 2.0                    |
| MSAC Paintings Conserv.                                  |                          |   |              |                        |
| Grants-Federal   |                          |   |              |                        |
| NEH Self-Study   |                          | 3.4   |              | 3.4                    |
| NEH Youth Workshop                                       |                          | 2.5   |              | 2.5                    |
| NEH Challenge Grant                                      |                          | 50.0  |              | 50.0                   |
| NEA Paintings Conserv.II                                 |                          | 6.7   | 5.2          | 11.9                   |
| NEA Conservation/Prints                                  |                          | 3.0   | 2.0          | 5.0                    |
| Bequests   | 1.5                      |   |              | 1.5                    |
| Inter-fund tranfers                                      |                          | 21.0  | 22.7         | 43.7                   |
| Total Support  | <u>18.5</u>              | <u>158.0</u>  | <u>274.4</u> | <u>450.9</u>           |
| Revenue:   |                          |   |              |                        |
| Membership Dues  | 7.0                      |   |              | 7.0                    |
| Reproduction Fees  | .5                       |   |              | .5                     |
| Special Events   | 1.0                      |   |              | 1.0                    |
| Income, Investments                                      | 5.0                      |   |              | 5.0                    |
| Income, Other (Tax Revenue,<br>Postage & Handling, etc.) | .5                       |   |              | .5                     |
| Sales  | 1.0                      |   |              | 1.0                    |
| Photoduplication Service                                 | 1.0                      |   |              | 1.0                    |
| Total Revenue  | <u>16.0</u>              |   |              | <u>16.0</u>            |
| TOTAL INCOME   | <u>34.5</u>              | <u>158.0</u>  | <u>274.4</u> | <u>466.9</u>           |

Non-Municipal Operating and Capital Budget/FY1981 --continued

Estimated Expenses

|   | <u>General<br/>Funds</u> | <u>Restricted Funds<sup>2</sup><br/>(Govt Grants/Other)</u> |             | <u>Total<br/>Funds</u> |
|---|--------------------------|---|-------------|------------------------|
| <b>Collections &amp; Exhibits</b>       |                          |   |             |                        |
| Purchases, Accessions/PM                |                          |   | 1.0         | 1.0                    |
| Purchases, Accessions/CM                |                          |   | 1.0         | 1.0                    |
| Conservation                            |                          | 10.9  | 8.9         | 19.8                   |
| Photoduplication Service                | .3                       |   |             | .3                     |
| Insurance                               | 1.0                      |   |             | 1.0                    |
| Equipment & Supplies                    | .4                       |   |             | .4                     |
| Collection Maintenance/PM               | .5                       | 1.0   | 1.0         | 2.5                    |
| Collection Maintenance/CM               |                          |   |             |                        |
| Photography                             | .6                       |   |             | .6                     |
| <b>Total Collections &amp; Exhibits</b> | <u>2.8</u>               | <u>11.9</u>   | <u>11.9</u> | <u>26.6</u>            |
| <b>Salaries &amp; Related Expenses</b>  |                          |   |             |                        |
| Salaries                                | 7.4                      |   |             | 7.4                    |
| FICA, Employer                          | .6                       |   |             | .6                     |
| Hospitalization                         | .5                       |   |             | .5                     |
| <b>Total Salaries &amp; Rel.Exp.</b>    | <u>8.5</u>               |   |             | <u>8.5</u>             |
| <b>General &amp; Administrative</b>     |                          |   |             |                        |
| Insurance, general coverage             | .2                       |   |             | .2                     |
| Association Dues                        | .4                       |   |             | .4                     |
| General Expenses                        | 1.6                      | .4  |             | 2.0                    |
| Postage & Handling                      | .6                       | .1  |             | .7                     |
| Professional Services                   | 1.2                      |   |             | 1.2                    |
| Purchases for resale                    | 1.6                      |   |             | 1.6                    |
| Copying                                 | 1.0                      |   |             | 1.0                    |
| Travel                                  | .3                       | .2  |             | .5                     |
| Office Supplies                         | .5                       | .2  |             | .7                     |
| Maintenance                             | 1.0                      |   |             | 1.0                    |
| Sales Tax                               | .1                       |   |             | .1                     |
| Training                                | 1.0                      |   |             | 1.0                    |
| Promotion (printing)                    | .8                       |   |             | .8                     |
| <b>Total General &amp; Admin.</b>       | <u>10.3</u>              | <u>.9</u>   |             | <u>11.2</u>            |
| <b>Fundraising</b>                      |                          |   |             |                        |
| Salaries                                | 4.7                      |   |             | 4.7                    |
| Related Expenses                        | .5                       |   |             | .5                     |
| <b>Total Fundraising</b>                | <u>5.2</u>               |   |             | <u>5.2</u>             |
| <b>Membership Services</b>              |                          |   |             |                        |
| Newsletter                              | .8                       |   |             | .8                     |
| Annual Report                           | .7                       |   |             | .7                     |
| Programs for members                    | .7                       |   |             | .7                     |
| <b>Total Membership Services</b>        | <u>2.2</u>               |   |             | <u>2.2</u>             |

Non-Municipal Operating & Capital Budget/FY 1981

Estimated Expenses --continued

|                        | <u>General Funds</u> | <u>Restricted Funds (Govt Grants/Other)</u> |              | <u>Total Funds</u> |
|------------------------|----------------------|---|--------------|--------------------|
| Capital Projects       |                      |   |              |                    |
| Planning               |                      | 3.6   | 5.4          | 9.0                |
| Historic Displays      |                      | 25.0  |              | 25.0               |
| Exterior Renovation    |                      | 70.0  | 20.0         | 90.0               |
| Reinstallation         |                      |   | 240.0        | 240.0              |
| Interior Renovation    | <u>11.8</u>          |   |              | <u>11.8</u>        |
| Total Capital Projects | <u>11.8</u>          | <u>98.6</u>                                 | <u>265.4</u> | <u>375.8</u>       |
| Other Programs         |                      |   |              |                    |
| Library                | .4                   |   |              | .4                 |
| Special Events         | 1.5                  | .4  | .4           | 2.3                |
| Volunteer              | .3                   |   |              | .3                 |
| Youth Workshop         |                      | 2.5   | 2.5          | 5.0                |
| Endowment              |                      | 50.0  |              | 50.0               |
| Total Other Programs   | <u>2.2</u>           | <u>52.9</u>                                 | <u>2.9</u>   | <u>58.0</u>        |
| TOTAL EXPENSES         | <u>43.0</u>          | <u>164.3</u>                                | <u>280.2</u> | <u>487.5</u>       |

1 Deviations in the Income Budget may be anticipated as a result of the following pending grants:

|  |               |
|--|---------------|
| NEH Folklore   | \$ 73,040     |
| NEH Permanent Project Implementation                     | 48,850        |
| NEA Collection Maintenance/CM                            | 19,400        |
| Md. Historic Trust/CM Climate Control                    | 38,000        |
| Heritage Conservation & Rec. Service/CM Climate Control  | 22,600        |
| <u>Md. Committee for the Humanities/Rowhouse Exhibit</u> | <u>24,000</u> |

\$300,000 bond from the State of Maryland is also pending, however, it is likely to be administered through the municipal budget rather than through the non-municipal budget.

2 Deviations in the Expense budget may also be anticipated as a result of the above pending grants.

## MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

## REVENUE &amp; EXPENSES COMPARED TO FY81 BUDGET

FOR THE YEAR ENDING 30 JUNE 1981

|                           | <u>Actual</u>    | <u>Budget</u> | <u>Variance</u>  |
|---------------------------|------------------|---------------|------------------|
| Revenue:                  |                  |               |                  |
| Contributions, General    | 3,259.72         | 7,000         | (3,740.28)       |
| Contributions, Trustee    | 12,318.19        | 10,000        | 2,318.19         |
| Bequests                  | 2,000.00         | 1,500         | 500.00           |
| Membership Dues           | 9,735.00         | 7,000         | 2,735.00         |
| Reproduction Fees         | 70.00            | 500           | (430.00)         |
| Special Events            | 1,189.90         | 1,000         | 189.90           |
| Income, Investments       | 14,484.41        | 5,000         | 9,484.41         |
| Income, Other             | 468.36           | 500           | (31.64)          |
| Sales                     | 1,111.29         | 1,000         | 111.29           |
| Photoduplication Service  | 100.90           | 1,000         | (899.10)         |
| Total Revenue:            | <u>44,737.77</u> | <u>34,500</u> | <u>10,237.77</u> |
| Expenses:                 |                  |               |                  |
| Collection Maintenance    | 20.00            | 500           | 480.00           |
| Conservation              | 35.01            | -             | (35.01)          |
| Photoduplication Service  | 73.50            | 300           | 226.50           |
| Photography               | 159.98           | 600           | 440.02           |
| Equipment                 | 410.51           | 400           | (10.51)          |
| Insurance, fine arts      | 1,830.92         | 1,000         | (830.92)         |
| Transportation of objects | 435.16           | -             | (435.16)         |
| Salaries                  | 7,197.22         | 7,400         | 202.78           |
| FICA                      | 461.12           | 600           | 138.88           |
| Related Employee Exp.     | 302.17           | 500           | 197.83           |
| Insurance, general        | 124.00           | 200           | 76.00            |
| Association Dues          | 303.50           | 400           | 96.50            |
| Misc. Expenses            | 905.49           | 1,600         | 694.51           |
| Postage and Handling      | 1,246.57         | 600           | (646.57)         |
| Purchases for Resale      | 1,641.67         | 1,600         | (41.67)          |
| Copying                   | 748.16           | 1,000         | 251.84           |
| Travel                    | 481.68           | 300           | (181.68)         |
| Office Supplies           | 775.02           | 500           | (275.02)         |
| Maintenance               | 785.57           | 1,000         | 214.43           |
| Training                  | 890.00           | 1,000         | 110.00           |
| Promotion                 | 890.04           | 800           | (90.04)          |
| Photography               | 377.59           | -             | (377.59)         |
| Membership                | 2,594.02         | 2,200         | (394.02)         |
| Library                   | 396.91           | 400           | 3.09             |
| Special Events            | 607.13           | 1,500         | 892.87           |
| Volunteers                | 20.00            | -             | (20.00)          |
| Professional Services     | 1,120.00         | 1,200         | 80.00            |
| Total Expenses            | <u>24,832.94</u> | <u>25,600</u> | <u>767.06</u>    |
| Excess Revenue (Expenses) | <u>19,904.83</u> | <u>8,900</u>  | <u>11,004.83</u> |

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

REVENUE & EXPENSES COMPARED TO BUDGET-FY 1981

|                                 | Actual<br>To Date<br>7/1-3/31 | Est. Balance<br>of Year<br>4/1-6/30 | Total Est.<br>for Current<br>Year | Current<br>Budget | Variance        |
|---------------------------------|-------------------------------|-------------------------------------|-----------------------------------|-------------------|-----------------|
| <b>Revenue:</b>                 |                               |                                     |                                   |                   |                 |
| Contributions, Gen.             | 3,004.11                      | 100.00                              | 3,104.11                          | 7,000.00          | (3,895.89)      |
| Contributions, Trustee          | 11,823.44                     | -                                   | 11,823.44                         | 10,000.00         | 1,823.44        |
| Bequests                        | 1,000.00                      | -                                   | 1,000.00                          | 1,500.00          | (500.00)        |
| Membership Dues                 | 7,005.00                      | 500.00                              | 7,505.00                          | 7,000.00          | 505.00          |
| Reproduction Fees               | 70.00                         | -                                   | 70.00                             | 500.00            | (430.00)        |
| Special Events                  | 1,189.90                      | -                                   | 1,189.90                          | 1,000.00          | 189.90          |
| Income, Investments             | 9,947.86                      | 3,600.00                            | 13,547.86                         | 5,000.00          | 8,547.86        |
| Income, Other                   | 324.06                        | 50.00                               | 354.06                            | 500.00            | (145.94)        |
| Sales                           | 924.00                        | 150.00                              | 1,074.00                          | 1,000.00          | 74.00           |
| Photoduplication Service        | 93.90                         | -                                   | 93.90                             | 1,000.00          | (906.10)        |
| <b>Total Revenue</b>            | <b>35,382.27</b>              | <b>4,400.00</b>                     | <b>39,782.27</b>                  | <b>34,500.00</b>  | <b>5,282.27</b> |
| <b>Expenses:</b>                |                               |                                     |                                   |                   |                 |
| Purchases, Access./PM           | 125.00                        | -                                   | 125.00                            | -                 | (125.00)        |
| Collection Maint./PM            | 20.00                         | -                                   | 20.00                             | 500.00            | 480.00          |
| Conservation                    | 35.01                         | -                                   | 35.01                             | -                 | (35.01)         |
| Photoduplication Service        | 37.50                         | -                                   | 37.50                             | 300.00            | 262.50          |
| Photography/Collections         | 51.11                         | 50.00                               | 101.11                            | 600.00            | 498.89          |
| Equipment/Collections           | 400.01                        | -                                   | 400.01                            | 400.00            | (.01)           |
| Insurance/Collections           | 1,068.76                      | 180.00                              | 1,248.76                          | 1,000.00          | (248.76)        |
| Transportation/Coll.            | 26.38                         | -                                   | 26.38                             | -                 | (26.38)         |
| Salaries                        | 3,844.42                      | 3,500.00                            | 7,344.42                          | 7,400.00          | 55.58           |
| FICA, employer                  | 241.19                        | 144.00                              | 385.19                            | 600.00            | 214.81          |
| BC/BS Reimbursement             | 165.45                        | 165.45                              | 330.90                            | 500.00            | 169.10          |
| Insurance, general              | 124.00                        | 124.00                              | 248.00                            | 200.00            | (48.00)         |
| Association Dues                | 228.50                        | -                                   | 228.50                            | 400.00            | 171.50          |
| General Expenses                | 690.74                        | 200.00                              | 890.74                            | 1,600.00          | 709.26          |
| Postage & Handling              | 973.70                        | 350.00                              | 1,323.70                          | 600.00            | (723.70)        |
| Professional Services           | 1,120.00                      | -                                   | 1,120.00                          | 1,200.00          | 80.00           |
| Copying                         | 745.36                        | 50.00                               | 795.36                            | 1,000.00          | 204.64          |
| Office Supplies                 | 683.95                        | 100.00                              | 783.95                            | 500.00            | (283.95)        |
| Maintenance                     | 131.86                        | -                                   | 131.86                            | 1,000.00          | 868.14          |
| Training                        | 515.00                        | 400.00                              | 915.00                            | 1,000.00          | 85.00           |
| Promotion(printing)             | 269.52                        | 50.00                               | 319.52                            | 800.00            | 480.48          |
| Photography, general            | 261.77                        | 50.00                               | 311.77                            | -                 | (311.77)        |
| Membership Services             | 1,817.27                      | 1,000.00                            | 2,817.27                          | 2,200.00          | (617.27)        |
| Library                         | 311.00                        | 89.00                               | 400.00                            | 400.00            | -               |
| Special Events                  | 607.13                        | -                                   | 607.13                            | 1,500.00          | 892.87          |
| Travel                          | 278.47                        | 50.00                               | 328.47                            | 300.00            | (28.47)         |
| Purchases for Resale            | 1,632.15                      | -                                   | 1,632.15                          | 1,600.00          | (32.15)         |
| <b>Total Expenses</b>           | <b>16,405.25</b>              | <b>6,502.45</b>                     | <b>22,907.70</b>                  | <b>25,600.00</b>  | <b>2,692.30</b> |
| <b>Excess Revenue(Expenses)</b> | <b>18,977.02</b>              | <b>(2,102.45)</b>                   | <b>16,874.57</b>                  | <b>9,400.00</b>   | <b>7,474.57</b> |

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

PROJECTED OPERATING BUDGET (NON-MUNICIPAL)

July 1, 1980 to June 30, 1981

( in \$ 000s )

| Expenses:                           | <u>General<br/>Funds</u> | <u>Restricted Funds<br/>Gov't Grants/Other</u> | <u>Total<br/>All Funds</u> |
|-------------------------------------|--------------------------|--|----------------------------|
| Collections & Exhibits              |                          |  |                            |
| Purchases/Accessions                | 2.0                      |  | 2.0                        |
| Collection Maintenance              | <del>3.3</del> 1.0       | <del>2.7</del> 1.0                             | 6.0                        |
| Conservation                        | <del>3.4</del>           | <del>5.8</del> 6.7                             | 9.2                        |
| Photography                         | .7                       |  | .7                         |
| Exhibits (temporary)                | 2.0                      |  | 2.0                        |
| Salaries & Related Expenses         |                          |  |                            |
| Salaries                            | 9.0                      | 18.0   | 27.0                       |
| FICA, employers                     | 1.7                      |  | 1.7                        |
| Hospitalization                     | .5                       |  | .5                         |
| General & Administrative            |                          |  |                            |
| Association Dues                    | .3                       |  | .3                         |
| General Expenses                    | 2.0                      |  | 2.0                        |
| Postage & handling                  | .7                       |  | .7                         |
| Professional Services               | .9                       |  | .9                         |
| Purchases for resale                | 2.0                      |  | 2.0                        |
| Copying                             | .2                       |  | .2                         |
| Travel                              | 1.5                      |  | 1.5                        |
| Office Supplies                     | .7                       |  | .7                         |
| Maintenance                         | 1.0                      |  | 1.0                        |
| Development Program                 |                          |  |                            |
| Professional fees                   | 8.0                      |  | 8.0                        |
| Other expenses                      | 1.0                      |  | 1.0                        |
| Membership Services                 |                          |  |                            |
| Newsletter                          | .8                       |  | .8                         |
| Annual Report                       | 1.0                      |  | 1.0                        |
| Programs                            | .8                       |  | .8                         |
| Volunteer Program                   | .5                       |  | .5                         |
| Promotion Printing                  | 1.6                      |  | 1.6                        |
| Special Program Expense             | 2.0                      |  | 2.0                        |
| Youth Program                       |                          | 2.1  | 2.1                        |
| Folklore Program Expense            |                          | 5.0  | 5.0                        |
| Capital Equipment (less than \$5.0) |                          |  |                            |
| Copier                              | .8                       |  | .8                         |
| Camera                              | .4                       |  | .4                         |
| Uniforms                            | .4                       |  | .4                         |
| Library (Books & Subscriptions)     | .4                       |  | .4                         |
| <b>Total Expenses</b>               | <b>49.6</b>              | <b>33.6</b>                                    | <b>83.2</b>                |



THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

PROJECTED OPERATING BUDGET (NON-MUNICIPAL)

July 1, 1980 to June 30, 1981

( in \$ 000s )

|                              | <u>General<br/>Fund</u> | <u>Restricted Funds<br/>Gov't Grants/Other</u> | <u>Total<br/>All Funds</u> |
|------------------------------|-------------------------|--|----------------------------|
| Income:                      |                         |  |                            |
| Contributions, general       | 7.0                     |  | 7.0                        |
| Contributions, Board         | 10.0                    |  | 10.0                       |
| Membership dues              | 9.0                     |  | 9.0                        |
| Reproduction fees            | .5                      |  | .5                         |
| Inter-fund transfers         |                         |  |                            |
| Special Events               | 1.0                     |  | 1.0                        |
| Investment Income            | 5.0                     | 3.1  | 8.1                        |
| Bequests                     | 1.5                     |  | 1.5                        |
| Jacob & Annita France Found. |                         |  |                            |
| Grants- Baltimore City       |                         |  |                            |
| Grants- Maryland             |                         | 4.4  | 4.4                        |
| Grants- Federal              |                         |  |                            |
| IMS                          | 7.0                     |  | 7.0                        |
| Other Income                 |                         |  |                            |
| NEH Folklore                 |                         | 28.6   | 28.6                       |
| NEA Conservation             |                         | 3.3  | 3.3                        |
| NEH Youth Projects           |                         | 2.5  | 2.5                        |
| Sales                        |                         |  |                            |
| Photos                       | .1                      |  | .1                         |
| Materials                    | .4                      |  | .4                         |
|                              | <hr/>                   | <hr/>  | <hr/>                      |
| Total Income                 | 41.5                    | 38.8   | 3.1                        |
|                              |                         |  | 83.4                       |

(continued)

Dear

19 May 1980

Mr. C. Keating Bowie, Esq.  
705 Blaustein Building  
Baltimore, MD 21201

Dear Keats:

In response to your helpful comments at the last board meeting, I have recast the budget to show restricted funds\* expenses allocated to the various uses for which I think they will be put. There has been a certain amount of shifting within categories although the overall figures remain the same. Could you look it over for me and see if you can spot any inconsistencies?

And have you had the opportunity to put together all the recommendations concerning board service and by-law amendments that the committee developed? I would be glad to send them to all board members for their consideration.

Very truly yours,

Dennis K. McDaniel  
Director

Enclosure  
DKM/ap

19 May 1980

Mr. H. Chace Davis  
3 Village Square  
Cross Keys  
Baltimore, MD 21210

Dear Chace:

Enclosed is the revised budget for fiscal 1981. As you can see, there has been some juggling within the items, and regrouping of similar expenses for clarity, but the overall figures are the same. If you can spot any inconsistencies in it, I would like to be advised. (I have sent a copy to Keats Bowie as well.)

Very truly yours,

Dennis K. McDaniel  
Director

DKM/ap

MUNICIPAL MUSEUM (PEALE) Accounting - Museum (FY 81) - Financial Report

RG 21 S 5 BOX 28A

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INCORPORATED  
FINANCIAL STATEMENTS  
June 30, 1981

JOSEPH J. ZAJAC  
*Certified Public Accountant*  
Baltimore, Maryland 21204

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

C O N T E N T S

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JOSEPH J. ZAJAC  
CERTIFIED PUBLIC ACCOUNTANT

TEL.: 823-1741

TOWSON PLAZA  
760 FAIRMOUNT AVENUE  
TOWSON, MARYLAND 21204

August 3, 1981

Board of Trustees of  
The Municipal Museum of the City of Baltimore, Inc.  
The Peale Museum  
225 Holliday Street  
Baltimore, Maryland 21202

ACCOUNTANT'S REVIEW REPORT

I have reviewed the accompanying balance sheet of the Board of Trustees of The Municipal Museum of the City of Baltimore, Inc. as of June 30, 1981, and the related statements of income, fund balances, and changes in financial position for the year then ended, in accordance with standards established by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management.

A review consists principally of inquiries of organization personnel and analytical procedures applied to financial data. It is substantially less in scope than an examination in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, I do not express such an opinion.

Based on my review I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with generally accepted accounting principles.

*Joseph J. Zajac*

THE BOARD OF TRUSTEES

THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, IND.

BALANCE SHEET

June 30, 1981

| <u>ASSETS</u>                                 | <u>General<br/>Fund</u> | <u>Other<br/>Funds</u> | <u>Total<br/>Funds</u> |
|---|-------------------------|------------------------|------------------------|
| Current assets:                               |                         |                        |                        |
| Cash  | \$ 17,794.16            |                        | \$ 17,794.16           |
| Due from or (to) other funds                  | (173,865.41)            | \$ 173,865.41          |                        |
| Investments (at cost)                         |                         |                        |                        |
| Money market funds                            | 187,808.10              |                        | 187,808.10             |
| Marketable securities                         | 29,924.00               |                        | 29,924.00              |
|   | <u>217,732.10</u>       |                        | <u>217,732.10</u>      |
| Total Current Assets                          | <u>61,660.85</u>        | <u>173,865.41</u>      | <u>235,526.26</u>      |
| <br><u>LIABILITIES AND FUND BALANCES</u>      |                         |                        |                        |
| Current liabilities:                          |                         |                        |                        |
| Accounts payable                              | 116.74                  |                        | 116.74                 |
| Due to Baltimore Council of<br>Historic Sites | 6,711.53                |                        | 6,711.53               |
|   | <u>6,828.27</u>         |                        | <u>6,828.27</u>        |
| Fund balances:                                |                         |                        |                        |
| General fund (unrestricted)                   | 54,832.58               |                        | 54,832.58              |
| Climate Control                               |                         | (12,532.85)            | (12,532.85)            |
| Exterior Renovation                           |                         | 1,142.86               | 1,142.86               |
| Carroll Dining Room                           |                         | 3,094.25               | 3,094.25               |
| N.E.A. Prints Survey                          |                         | ( 4,484.67)            | ( 4,484.67)            |
| Conservation of Paintings                     |                         | 1,462.51               | 1,462.51               |
| Historic Display                              |                         | 684.00                 | 684.00                 |
| Citizens for Black History<br>Reinstallation  |                         | ( 7.96)                | ( 7.96)                |
| Capital Campaign                              |                         | (24,209.99)            | (24,209.99)            |
| Wilbur Hunter Memorial                        |                         | 107,405.21             | 107,405.21             |
| M. C. H. Rowhouse Exhibit                     |                         | 75.42                  | 75.42                  |
| Endowment Fund                                |                         | 24,000.00              | 24,000.00              |
|   |                         | <u>77,236.63</u>       | <u>77,236.63</u>       |
|   | <u>54,832.58</u>        | <u>173,865.41</u>      | <u>228,697.99</u>      |
| Total liabilities & fund balances             | <u>\$ 61,660.85</u>     | <u>\$ 173,865.41</u>   | <u>\$ 235,526.26</u>   |



THE BOARD OF TRUSTEES

THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

STATEMENT OF INCOME, EXPENSES AND CHANGES IN FUND BALANCES

July 1, 1980 to June 30, 1981

|                                    | <u>General<br/>Fund</u> | <u>Other<br/>Funds</u> | <u>Total<br/>Funds</u> |
|------------------------------------|-------------------------|------------------------|------------------------|
| <b>INCOME:</b>                     |                         |                        |                        |
| Contributions                      | \$ 18,253.90            | \$127,430.72           | \$145,684.62           |
| Bequests                           | 2,000.00                |                        | 2,000.00               |
| Membership dues                    | 9,735.00                |                        | 9,735.00               |
| Reproduction fees                  | 70.00                   |                        | 70.00                  |
| Special events                     | 1,189.90                |                        | 1,189.90               |
| Investment income                  | 14,418.34               | 75.42                  | 14,493.76              |
| Sales of photos and materials      | 1,212.19                |                        | 1,212.19               |
| Other income                       | 473.57                  |                        | 473.57                 |
| Grants                             |                         | 187,567.08             | 187,567.08             |
| Jacob and Annita France Foundation |                         | 2,639.46               | 2,639.46               |
|                                    | <u>47,352.90</u>        | <u>317,712.68</u>      | <u>365,065.58</u>      |
| <b>EXPENSES:</b>                   |                         |                        |                        |
| Capital Projects:                  |                         |                        |                        |
| Exterior renovation                |                         | 86,361.75              | 86,361.75              |
| Reinstallation                     |                         | 43,509.99              | 43,509.99              |
| Capital campaign                   |                         | 2,713.61               | 2,713.61               |
| Planning                           |                         | 2,947.68               | 2,947.68               |
| Climate control                    |                         | 12,532.85              | 12,532.85              |
|                                    |                         | <u>148,065.88</u>      | <u>148,065.88</u>      |
| Collections and Exhibits:          |                         |                        |                        |
| Purchase/accessions/maintenance    | 1,054.16                | 54,049.98              | 55,104.14              |
| Insurance                          | 1,830.92                |                        | 1,830.92               |
| Conservation                       |                         | 18,262.72              | 18,262.72              |
|                                    | <u>2,885.08</u>         | <u>72,312.70</u>       | <u>75,197.78</u>       |
| General and Administrative         | <u>22,009.60</u>        | <u>3,265.67</u>        | <u>25,275.27</u>       |
| Total Expenses                     | <u>24,894.68</u>        | <u>223,644.25</u>      | <u>248,538.93</u>      |
| Excess income over expenses        | 22,458.22               | 94,068.43              | 116,526.65             |
| Fund balances - July 1, 1980       | <u>68,468.09</u>        | <u>43,703.25</u>       | <u>112,171.34</u>      |
|                                    | 90,926.31               | 137,771.68             | 228,697.99             |
| Inter-fund transactions            | <u>(36,093.73)</u>      | <u>36,093.73</u>       |                        |
| Fund balances - June 30, 1981      | <u>\$ 54,832.58</u>     | <u>\$173,865.41</u>    | <u>\$228,697.99</u>    |

THE BOARD OF TRUSTEES

THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

STATEMENT OF INCOME AND EXPENSES BY FUNDS

July 1, 1980 to June 30, 1981

|                              | Fund Balance<br><u>7/1/80</u> | <u>Income</u>     | <u>Expenses</u>   | <u>Inter-fund<br/>Transactions</u> | Fund Balance<br><u>6/30/81</u> |
|------------------------------|-------------------------------|-------------------|-------------------|------------------------------------|--------------------------------|
| General Fund - Unrestricted  | 68,468.09                     | 47,352.90         | 24,894.68         | (36,093.73)                        | 54,832.58                      |
| OTHER FUNDS:                 |                               |                   |                   |                                    |                                |
| Climate Control              | (10,960.04)                   |                   | 12,532.85         | 10,960.04                          | (12,532.85)                    |
| Exterior Renovation          | 21,536.28                     | 65,968.33         | 86,361.75         |                                    | 1,142.86                       |
| Carroll Dining Room          | 3,094.25                      |                   |                   |                                    | 3,094.25                       |
| N.E.A. Prints Survey         | -0-                           | 2,500.00          | 6,984.67          |                                    | ( 4,484.67)                    |
| Conservation of Paintings    | 4,750.00                      | 5,993.75          | 9,281.24          |                                    | 1,462.51                       |
| Historic Display             | 25,733.98                     |                   | 25,049.98         |                                    | 684.00                         |
| Citizens for Black History   | ( 27.96)                      |                   | ( 20.00)          |                                    | ( 7.96)                        |
| Reinstallation               | -0-                           | 19,300.00         | 43,509.99         |                                    | (24,209.99)                    |
| Capital Campaign             | -0-                           | 110,118.82        | 2,713.61          |                                    | 107,405.21                     |
| Wilbur Hunter Memorial       | -0-                           | 1,585.42          |                   | ( 1,510.00)                        | 75.42                          |
| M.C.H. Rowhouse Exhibit      | -0-                           | 24,000.00         |                   |                                    | 24,000.00                      |
| Endowment Fund               | -0-                           |                   |                   | 77,236.63                          | 77,236.63                      |
| Carroll Mansion              | ( 2,639.46)                   | 2,639.46          |                   |                                    | -0-                            |
| Women's Committee            | 724.73                        | 1.90              |                   | ( 726.63)                          | -0-                            |
| Archival Storage             | -0-                           | 2,000.00          | 1,996.81          | ( 3.19)                            | -0-                            |
| Carroll Mansion Music Series | -0-                           | 425.00            | 601.67            | 176.67                             | -0-                            |
| N.E.H. Self Study Grant      | 1,267.68                      | 1,680.00          | 2,947.68          |                                    | -0-                            |
| Visiting Specialist          | 223.79                        |                   | 184.00            | ( 39.79)                           | -0-                            |
| N.E.H. Youth Grant           | -0-                           | 2,500.00          | 2,500.00          |                                    | -0-                            |
| Washington Monument Exhibit  | -0-                           | 29,000.00         | 29,000.00         |                                    | -0-                            |
| N.E.H. Challenge Grant       | -0-                           | 50,000.00         |                   | (50,000.00)                        | -0-                            |
|                              | <u>112,171.34</u>             | <u>365,065.58</u> | <u>248,538.93</u> | <u>-0-</u>                         | <u>228,697.99</u>              |

THE BOARD OF TRUSTEES  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

STATEMENT OF CHANGES IN FINANCIAL POSITION

For Years Ended June 30, 1981 and 1980

|   | TOTAL FUNDS  |                |
|---|--------------|----------------|
|   | 1981         | 1980           |
| Working Capital Provided by                   |              |                |
| Current operations:                           |              |                |
| Excess (deficiency) of revenues over expenses | \$116,526.65 | \$(231,434.32) |
| Total funds provided                          | 116,526.65   | (231,434.32)   |
| <br>  |              |                |
| Changes in Each Element of Working Capital:   |              |                |
| Increase (decrease) in Current Assets         |              |                |
| Cash  | 922.11       | ( 4,881.57)    |
| Investments                                   | 122,419.52   | (226,965.04)   |
|   | 123,341.63   | (231,846.61)   |
| Increase (decrease) in Current Liabilities    |              |                |
| Accounts payable                              | 103.45       | ( 412.29)      |
| Due to Baltimore Council of Historic Sites    | 6,711.53     |                |
|   | 6,814.98     | ( 412.29)      |
| <br>  |              |                |
| Increase (decrease) in working capital        | \$116,526.65 | \$(231,434.32) |

THE BOARD OF TRUSTEES

THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

GENERAL AND ADMINISTRATIVE EXPENSES

July 1, 1980 to June 30, 1981

|                                  | General<br>Fund  | Other<br>Funds  | Total<br>Funds   |
|----------------------------------|------------------|-----------------|------------------|
| Salaries and Related Expenses:   |                  |                 |                  |
| Salaries                         | \$ 7,197.22      | \$ 184.00       | \$ 7,381.22      |
| Payroll taxes                    | 522.86           |                 | 522.86           |
| Hospitalization insurance        | 302.17           |                 | 302.17           |
|                                  | <u>8,022.25</u>  | <u>184.00</u>   | <u>8,206.25</u>  |
| Administrative                   |                  |                 |                  |
| Insurance - general              | 124.00           |                 | 124.00           |
| Association dues                 | 303.50           |                 | 303.50           |
| General                          | 905.49           | (20.00)         | 885.49           |
| Postage and handling             | 1,246.57         |                 | 1,246.57         |
| Professional services            | 1,200.00         |                 | 1,200.00         |
| Purchases for resale             | 1,641.67         |                 | 1,641.67         |
| Copying service                  | 748.16           |                 | 748.16           |
| Travel                           | 481.68           |                 | 481.68           |
| Office supplies                  | 775.02           |                 | 775.02           |
| Maintenance                      | 785.57           |                 | 785.57           |
| Training                         | 890.00           |                 | 890.00           |
| Promotion (printing)             | 890.04           |                 | 890.04           |
| Photography                      | 377.59           |                 | 377.59           |
|                                  | <u>10,369.29</u> | <u>(20.00)</u>  | <u>10,349.29</u> |
| Other Programs and Services:     |                  |                 |                  |
| Membership service               | 2,594.02         |                 | 2,594.02         |
| Library, books and subscriptions | 396.91           |                 | 396.91           |
| Special events                   | 607.13           | 601.67          | 1,208.80         |
| Volunteers                       | 20.00            |                 | 20.00            |
| Education                        |                  | 2,500.00        | 2,500.00         |
|                                  | <u>3,618.06</u>  | <u>3,101.67</u> | <u>6,719.73</u>  |
| Total                            | <u>22,009.60</u> | <u>3,265.67</u> | <u>25,275.27</u> |

THE BOARD OF TRUSTEES

THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

INVESTMENTS

June 30, 1981

|   | <u>COST</u>         | <u>MARKET</u>       |
|---|---------------------|---------------------|
| T. Rowe Price Prime Reserve Fund            | \$187,808.10        | \$187,808.10        |
| A.T. & T. 4.375% bonds 5/1/99               | 10,000.00           | 7,612.50            |
| Southern California Gas 4.375% bonds 7/1/88 | 10,000.00           | 8,950.00            |
| Public Service Gas 4.375% bonds 6/1/93      | 5,000.00            | 4,450.00            |
| 12 shares Sherwin Williams common           | 300.00              | 234.00              |
| 24 shares Exxon Corp. common                | 600.00              | 804.00              |
| 12 shares IBM Corp. common                  | 724.00              | 666.00              |
| 150 shares Comdata common                   | 3,300.00            | 3,112.50            |
|   | <u>\$217,732.10</u> | <u>\$213,637.10</u> |

THE BOARD OF TRUSTEES  
OF  
THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 1981

1. The Board of Trustees of The Municipal Museum of the City of Baltimore, Incorporated is a non-profit organization incorporated April 17, 1931 in the state of Maryland.

2. Tax Status:

The internal Revenue Service has determined that the organization is exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code.

3. Significant Accounting Policies:

Method of accounting -- the financial statements reflect all transactions on a modified cash basis. Cash receipts and cash disbursements are recorded in the operations statements, and the balance sheet reports those accounts arising from cash transactions.

Investments are carried at cost. Gains and losses are recognized when there has been a substantial or apparent permanent impairment of their carrying value.



225 Holliday Street, Baltimore, Maryland 21202 • (301) 396-3523

MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

INVENTORY OF STOCK CERTIFICATES

AS OF JUNE 30, 1981

Sherwin-Williams Company:

3 shares, (CO-0333067), dated 12/10/64,  
in Safe Deposit Box, Equitable  
3 shares, (CO-26139), dated 11/27/64,  
in Safe Deposit Box  
6 shares, (C)-60470), dated 3/30/81,  
in Petty Cash Box, Peale  
\_\_\_\_\_

TOTAL 12 shares

Exxon Corporation:

6 shares, (S-605156), dated 7/15/76, in  
Safe Deposit Box  
6 shares, (B-45190), dated 2/14/74, in  
Safe Deposit Box  
12 shares, (14006-77120), dated 5/16/81,  
in Petty Cash Box  
\_\_\_\_\_

TOTAL 24 shares

IBM Corporation:

6 shares, (ZQA397491), dated 5/26/79, in  
Safe Deposit Box  
2 shares, (ZQX835251), dated 10/11/78, in  
Safe Deposit Box  
4 shares, (E088406), dated 5/1/81, in  
Petty Cash Box  
\_\_\_\_\_

TOTAL 12 shares

Comdata Network:

TOTAL 150 shares, dated 2/2/81, in Baker, Watts, & Co.

MUNICIPAL MUSEUM (PEALE) Taxes (FY 81) - State Assessment & Taxation Report

RG 21 S 5 BOX 28A



STATE DEPARTMENT OF ASSESSMENTS AND TAXATION  
301 West Preston Street  
Baltimore, Maryland 21201

1981  
Filing Fee of \$40.00  
Date Received  
by Department

CHECK HERE IF  
THIS IS A  
CHANGE OF ADDRESS

DOMESTIC ORDINARY BUSINESS CORPORATION OR  
DOMESTIC CORPORATION NOT HAVING CAPITAL STOCK  
PERSONAL PROPERTY RETURNS AS OF JANUARY 1, 1981  
\$40.00 FILING FEE REQUIRED DO NOT PREPAY PENALTY

Non-stock corporations  
not subject to filing fee.

Place Label  
On Form  
to be Filed.  
Make  
Corrections  
On Label.

Name of Corporation Board of Trustees of Municipal Museum  
of City of Baltimore, Inc.  
Address 225 Holliday Street  
Baltimore, Maryland Zip Code 21202  
Dept. I.D. # (See Label) D 0 0 6 5 0 4 5

- A. Date of incorporation April 28, 1931 B. Nature of business conducted Exhibition of art and historical objects & custody of building at the Municipal Museum
- C. Does the charter of the corporation authorize the issuance of capital stock? NO  
(Yes or No)
- D. Does the corporation do any part of its business in the State of Maryland? YES
- E. If answer Yes to question D above complete this section:

IMPORTANT: Show exact location of all property owned and used in the State of Maryland, including county, city, town, and street address, if possible. This assures proper distribution of assessments. If property is located in two or more jurisdictions obtain Form No. 3 from the Department.

225 Holliday Street Baltimore  
(Street) (County) (Incorporated Town)

F. If the corporation is a new one (operating in Maryland) state whether or not it succeeds an established business; give names thereof

G. Names and addresses of officers:

| Names          | Addresses         |
|----------------|-------------------|
| President      |                   |
| Vice-President | SCHEDULE ATTACHED |
| Secretary      |                   |
| Treasurer      |                   |

DIRECTORS

| Names    | Names |
|----------|-------|
| SCHEDULE |       |
|          |       |
|          |       |
|          |       |

INCLUDE DEPT I.D. ON CHECK  
Staple check here

Type or print  
Exact Corporate  
Name Here  
Board of Trustees of Municipal Museum of City of Baltimore, Inc.

**TANGIBLE PERSONAL PROPERTY OF THE CORPORATION IN MARYLAND**  
**EACH QUESTION MUST BE ANSWERED—SEE INSTRUCTION NO. 4**

1. Furniture, fixtures and equipment (other than tools and machinery reported in items 7 and 8): Include all fully depreciated property.

| Cost New By Years |    |                |    |
|-------------------|----|----------------|----|
| 1980              | \$ | 1976           | \$ |
| 1979              |    | 1975           |    |
| 1978              |    | 1974           |    |
| 1977              |    | 1973 and prior |    |

Total Cost \$-----  
 Rate of Depreciation ----- %  
 Book Value \$----- NONE

2. Furnish below, value of physical inventories taken in Maryland during 1980 at Cost or Market of merchandise and stock in trade not manufactured by the corporation in Maryland. Show book value in any month a physical inventory was not taken. (Do not include raw materials or supplies used in manufacturing by the corporation.) Note: LIFO prohibited in computing inventory value

**100% VALUES MUST BE LISTED BELOW.**

Jan. ----- May ----- Sept. -----  
 Feb. ----- June ----- Oct. -----  
 Mar. ----- July ----- Nov. -----  
 Apr. ----- Aug. ----- Dec. -----

Furnish from latest year's Maryland Income Tax report — Opening Inventory, Date -----  
 Amount \$----- Closing Inventory, Date ----- Amount \$----- NONE  
 If different from above give explanation.

3. Furnish below, value of physical inventories taken in Maryland during 1980 at cost or market of raw materials and supplies, goods in process and finished products used in and resulting from manufacturing by the corporation in Maryland. Show book value in any month a physical inventory was not taken. Note: LIFO prohibited in computing inventory value.

**100% VALUES MUST BE LISTED BELOW**

Jan. ----- May ----- Sept. -----  
 Feb. ----- June ----- Oct. -----  
 Mar. ----- July ----- Nov. -----  
 Apr. ----- Aug. ----- Dec. -----

Furnish from latest year's Maryland Income Tax report — Opening Inventory, Date -----  
 Amount \$----- Closing Inventory, Date ----- Amount \$----- NONE  
 If different from above give explanation.

Questions  
 a-c  
 Refer to  
 Inventories  
 Reported  
 In 2 & 3  
 Above

- (a) What basis is used for inventory valuation (e.g. whether at cost, or market value)? -----

- (b) Have any discounts or deductions been taken from such basis in stating inventory valuation? -----  
 (Yes or No)

If yes, show amount of deduction taken, and reason for deduction:  
 -----

- (c) If exemption from local taxation is claimed on the property reported under Item 3, give reasons for the claim: -----

- (d) Total purchases during 1980 of merchandise not manufactured by the corporation in Maryland ----- \$----- ONE

- (e) Total purchases of raw materials during 1980 used by the corporation in connection with manufacturing in Maryland ----- \$----- NONE

4. Ships, and other vessels, floating equipment and water craft of all kinds, over 100 feet, or interests or shares therein, not regularly engaged in commerce, in whole or in part, outside the territorial limits of Maryland. State kinds and numbers:

----- \$-----  
 (Dates of Purchase) (Length) (Cost) (Rates of depreciation) (Depreciated value)

5. Live stock (Kinds and number — itemize) -----  
 Use separate sheet if necessary Average Age Book Value Market Value

6. Motor vehicles not requiring auto license plates (kinds and number — itemize) See Instruction #6

----- \$-----  
 (Date Purchased) (Cost New) (Book Value)

SEE INSTRUCTION NO 7

7. Tools, machinery and equipment used for manufacturing: Include all fully depreciated property.

| Cost New By Years |    |                |    |
|-------------------|----|----------------|----|
| 1980              | \$ | 1976           | \$ |
| 1979              |    | 1975           |    |
| 1978              |    | 1974           |    |
| 1977              |    | 1973 and prior |    |

Total Cost \$-----

Rate of Depreciation -----%

Book Value \$----- NONE

If exemption is claimed, state basis of claim -----

8. Tools, machinery and equipment not used for manufacturing: Include all fully depreciated property.

| Cost New By Years |    |                |    |
|-------------------|----|----------------|----|
| 1980              | \$ | 1976           | \$ |
| 1979              |    | 1975           |    |
| 1978              |    | 1974           |    |
| 1977              |    | 1973 and prior |    |

Total Cost \$-----

Rate of Depreciation -----%

Book Value \$----- NONE

Supplies and other tangible personal property (not included in any item above classified). Give description.

9. Owned by the corporation ----- \$ NONE

10. Owned by others and held by the corporation on consignment or as lessee or otherwise. ----- NONE  
File separate schedule showing names and addresses of owners and separate valuations in each case.

11. Owned by the corporation but held by others as consignee or lessee or otherwise. -----  
File separate schedule showing names and addresses of lessees and separate valuations in each case.

This section must be completed if question D on page 1 is answered yes:

H. Total Gross Sales, or amount of business transacted during 1980 in Maryland \$ NONE

I. This return must be accompanied by a copy of the latest available Balance Sheet. If schedule L (Balance Sheet) from the U.S. Form 1120 is furnished, include schedule #4562 (Depreciation). All information on pages 2 and 3 of this report and supporting schedules are held confidential by the Department and are not available for public inspection. Page 1 is public record. Article 81, Section 45.

J. If corporation operates on a fiscal year, state beginning and ending thereof: -----

PENAL CLAUSES

DO NOT PAY PENALTIES AT TIME OF FILING REPORT

PENALTY for failure to file report on or before April 15, is \$5. Thereafter additional penalty of \$1 for each 10 days or fraction thereof during which such default shall continue, and a further penalty of \$10 if such default shall have continued for more than eighty (80) days. In addition, failure to file report will cause the charter of the corporation to be forfeited.

Art. 81, Sec. 220. Failure to furnish information, answer interrogatories or make reports—Through negligence.

Any person who either as principal or agent shall negligently or without due excuse fail to furnish any information, or to answer any interrogatory, or file any report or list at the time and in the manner required by this article, or who shall negligently give any incorrect, untrue or misleading information or answer to any such interrogatory, or make or file any report or list which shall be in any respect incorrect, untrue or misleading, shall be guilty of a misdemeanor, and upon conviction thereof shall be fined not exceeding five hundred (\$500.00) dollars.

221. Same—Through wilfulness.

Any person who either as principal or agent shall wilfully or with intent to evade the payment, or prevent or hinder the collection, of any tax, fail to furnish any information, or to answer any interrogatory, or to file any report or list at the time and in the manner required by this article, or give any incorrect, untrue or misleading information or answer to any such interrogatory shall be guilty of a misdemeanor, and upon the conviction thereof shall be fined not exceeding five thousand (\$5,000) dollars or imprisoned for not more than eighteen months, or in the discretion of the court, suffer both such fine and imprisonment; provided that nothing in this section shall relieve any such person from prosecution and conviction for perjury.

I declare under the penalties of perjury, pursuant to Art. 81, Sec. 5 of the Annotated Code of Maryland, that this return (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

Signature of person or name of firm, other than taxpayer, preparing this return.

Joseph J. Zajac, CPA 9/15/82

*Kevin J. W. Daniel*  
(Signature of Officer of Corporation) (Corporate Seal)

Date 16 Sep 82

DISTRIBUTION OF ASSESSMENT

| Certification Date and Number | County Baltimore City              |                     | State | County Baltimore City | Special Taxing Area | City Town Village |
|-------------------------------|------------------------------------|---------------------|-------|-----------------------|---------------------|-------------------|
|                               | State of Maryland                  |                     |       |                       |                     |                   |
|                               | Incorporated City, Town or Village |                     |       |                       |                     |                   |
|                               |                                    | Special Taxing Area |       |                       |                     |                   |
|                               |                                    |                     |       |                       |                     |                   |
|                               |                                    |                     |       |                       |                     |                   |
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|                               |                                    |                     |       |                       |                     |                   |
|                               |                                    |                     |       |                       |                     |                   |
|                               |                                    |                     |       |                       |                     |                   |

- 1. Penalty for late report ..... \$.....
- 2. Subject to local rate ..... \$.....
- 3. Subject to State rate only ..... \$.....
- 4. Subject to State rate (Total 2 & 3) \$.....

Date of notification of assessment .....

Date assessment entered .....

..... (Assessment recommended by) ..... (Date) .....

THE BOARD OF TRUSTEES

THE MUNICIPAL MUSEUM OF THE CITY OF BALTIMORE, INC.

BALANCE SHEET

June 30, 1982 and 1981

| <u>ASSETS</u>                              | <u>1982</u>         | <u>1981</u>         |
|--|---------------------|---------------------|
| Current Assets:                            |                     |                     |
| Cash                                       | \$ 1,137.47         | \$ 17,794.16        |
| Investments (at cost)                      |                     |                     |
| Money market funds                         | 195,843.53          | 187,808.10          |
| Marketable securities                      | 29,924.00           | 29,924.00           |
|  | <u>225,767.53</u>   | <u>217,732.10</u>   |
| Total Current Assets                       | <u>226,905.00</u>   | <u>235,526.26</u>   |
| <br><u>LIABILITIES AND FUND BALANCES</u>   |                     |                     |
| Current Liabilities:                       |                     |                     |
| Accounts payable                           | 1,375.15            | 116.74              |
| Due to Baltimore Council of Historic Sites | 3,800.37            | 6,711.53            |
|  | <u>5,175.52</u>     | <u>6,828.27</u>     |
| Fund Balances:                             |                     |                     |
| General fund                               | 23,086.51           | 54,832.58           |
| Restricted funds                           | 198,642.97          | 173,865.41          |
|  | <u>221,729.48</u>   | <u>228,697.99</u>   |
| Total Liabilities and Fund Balances        | <u>\$226,905.00</u> | <u>\$235,526.26</u> |

See accompanying accountant's review report

BOARD OF TRUSTEES OF THE PEALE MUSEUM

1980-1981

| <u>OFFICERS</u>                        | <u>Term Expires</u><br>Sept. 12 | <u>ADDRESS</u>      | <u>TELEPHONE</u> |                 |
|--|---------------------------------|---------------------|------------------|-----------------|
|  |                                 |                     | <u>Home</u>      | <u>Business</u> |
| <del>George Hubbard, Pres.</del>       | 83                              | 110 Longwood Rd-10  | 433-0133         | 539-5040        |
| <del>Mrs. Martin Millspaugh, V-P</del> | 81                              | 203 Ridgewood Rd-10 | 235-0546         |                 |
| <del>H. Chace Davis, Jr., Treas.</del> | 83                              | 36 Charlcote Pl-18  | 366-5973         | 435-3200        |
| <del>Dennis K. McDaniel, Scty.</del>   | --                              | 222 St Paul Pl-02   | 539-2567         | 396-3523        |

BOARD OF TRUSTEES

|                                    |    |                          |          |          |
|------------------------------------|----|--------------------------|----------|----------|
| <del>Mrs. Isaac Benesch</del>      | 83 | 1425 Park Ave-17         | 523-7851 |          |
| <del>Dr. Morton K. Blaustein</del> | 82 | P.O.Box 238-03           | 486-7370 | 685-4230 |
| <del>Robert R. Booker</del>        | 83 | 1528 Northbourne Rd-39   | 433-1933 | 494-5179 |
| <del>Norman J. Bowmaker</del>      | 83 | BG&E, P.O.Box 1475-03    |          | 234-8551 |
| <del>Mrs. Pearl C. Brackett</del>  | 81 | 400 N.Charles St#704,-18 | 366-3604 | 467-9905 |
| <del>George W. Constable</del>     | 82 | Monkton, MD 21111        |          | 539-3474 |

|                                    |    |                         |          |          |
|------------------------------------|----|-------------------------|----------|----------|
| <del>Pierce B. Dunn</del>          | 83 | 2400 Kirk Ave-18        |          | 338-6000 |
| <del>Mrs. Elizabeth H. Eager</del> | 81 | 6009 Charlesmeade-12    | 377-9650 |          |
| <del>Richard W. Emory, Jr.</del>   | 81 | 1406 Park Ave.-17       | 269-3551 |          |
| <del>Ms. Bailey E. Fine</del>      | 83 | 2820 Baneberry Ct.-09   | 764-2353 |          |
| <del>Walter Fisher</del>           | 83 | 5600 Loch Raven Blvd-39 | 435-0085 | 444-3576 |
| <del>Robert A. Fraser</del>        | 82 | 1101 N. Calvert St.-02  |          | 685-4224 |

|                                    |    |                               |           |            |
|------------------------------------|----|-------------------------------|-----------|------------|
| <del>Richard E. Gatchell</del>     | 81 | Box 505B, Lutherville-093     | 823-1649  | 435-2000   |
| <del>T. Edward Hambleton</del>     | 82 | Box 25 Timonium-093           | 252-2233, | 212-730-07 |
| <del>Mr. Jean Hofmeister</del>     | 82 | 8 Club Road-10                | 889-8895  |            |
| <del>Lawrence B. Holdridge</del>   | 81 | 2627 Caves Rd, Owings Mills   | 363-1077  | 467-0815   |
| <del>Mrs. Kelly L. Jackson</del>   | 82 | 3300 Hillsdale Rd-07          | 448-0446  |            |
| <del>Mrs. Albert Keidel, Jr.</del> | 81 | Chattolanee, Owings Mills-117 | 363-0383  |            |

|                                    |    |                       |          |          |
|------------------------------------|----|-----------------------|----------|----------|
| <del>Francis J. Knott</del>        | 82 | 303 Cedarcroft Rd.-10 |          | 252-7700 |
| <del>James E. Lewis</del>          | 82 | 628 Sterling St.-02   | 342-2650 | 298-2400 |
| <del>Charles V. Lord</del>         | 83 | 201 Ridgewood Rd.-10  | 889-6884 | 628-4535 |
| <del>Robert E. Michel, Sr.</del>   | 81 | 4327 Wickford Rd.-10  | 235-7035 |          |
| <del>George K. Reynolds, III</del> | 82 | 1712 Eutaw Place-17   | 383-0869 | 752-6780 |
| <del>Mrs. Morris Rosenberg</del>   | 82 | 2206 Ken Oak Rd.-09   | 367-1670 |          |

|                                 |    |                        |          |          |
|---------------------------------|----|------------------------|----------|----------|
| <del>Richard N. Stein</del>     | 81 | 1314 Bolton St.-17     | 523-9396 | 298-2400 |
| <del>Lewis C. Strudwick</del>   | 81 | 1200 Poplar Hill Rd-02 | 323-3820 | 685-1120 |
| <del>E. William Struever</del>  | 83 | 462 E. Cross St.-30    |          | 332-1352 |
| <del>Robert J. Thieblot</del>   | 81 | 1508 Park Ave.-17      | 669-7888 | 837-1140 |
| <del>Dr. Philip F. Wagley</del> | 82 | 9 E. Chase St.-02      | 377-7160 | 539-1486 |

EX-OFFICIO MEMBERS

|  |              |
|--|--------------|
| <del>Hon. Wm. Donald Schaefer, Mayor</del> | City Hall-02 |
| <del>Hyman A. Pressman, Comptroller</del>  | City Hall-02 |
| <del>Walter S. Orlinsky, President</del>   |              |
| Baltimore City Council                     | City Hall-02 |

CITY  
VARIANCES

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## Monthly Variances - City of Baltimore - Budget FY 1980

|    |                        | 1            | 2              | 3                 | 4               | 5                | 6                | 7               | 8                | 9             | 10             | 11           |               |
|----|------------------------|--------------|----------------|-------------------|-----------------|------------------|------------------|-----------------|------------------|---------------|----------------|--------------|---------------|
|    |                        | July<br>1/12 | August<br>2/12 | September<br>3/12 | October<br>4/12 | November<br>5/12 | December<br>6/12 | January<br>7/12 | February<br>8/12 | March<br>9/12 | April<br>10/12 | May<br>11/12 | June<br>12/12 |
| 1  | 001 Administration     |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |
| 2  | Salaries + Wages       |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |
| 3  | Perm. Ft-time          | 736642       | 1473284        | 2209926           | 2946568         | 3683210          | 4419852          | 5156494         | 5893136          | 6629778       | 7366420        | 8103062      | 8839700       |
| 4  |                        | 712352       | 1289581        | 2047905           | 2807710         | 3509073          | 4333043          | 5022633         | 5686114          | 6526916       | 7326135        | 8081963      | 8774253       |
| 5  | Perm Pt-time (BUDGET)  | 71083        | 142166         | 213249            | 284332          | 355415           | 426498           | 497581          | 568664           | 639747        | 710830         | 781913       | 853000        |
| 6  | (TARGET)               | 30053        | 60106          | 90659             | 120712          | 156765           | 180818           | 210871          | 240924           | 270977        | 301033         | 331083       | 360634        |
| 7  | (ACTUAL)               | 163129       | 234490         | 354720            | 455176          | 439100           | 456763           | 509251          | 557395           | 594777        | 632160         | 667843       | 705225        |
| 8  |                        |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |
| 9  | Total Salaries         | 871891       | 1623782        | 2435673           | 3247564         | 4059455          | 4871346          | 5683237         | 6495129          | 7307019       | 8118910        | 8930801      | 9742700       |
| 10 |                        | 897238       | 1677247        | 2495663           | 3377851         | 4098545          | 5030986          | 5811889         | 6526787          | 7410291       | 8260119        | 9065929      | 9917551       |
| 11 | 2 Other Personnel Cost |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |
| 12 | FICA                   | 54391        | 108782         | 163173            | 217564          | 271955           | 326346           | 380737          | 435128           | 489519        | 543910         | 598301       | 652700        |
| 13 |                        | 54986        | 102798         | 152970            | 200633          | 256148           | 306537           | 360341          | 407404           | 466571        | 523088         | 576196       | 631946        |
| 14 | Emp. Ret. Syst.        | 37333        | 74666          | 111999            | 149332          | 186665           | 223998           | 261331          | 298664           | 335997        | 373330         | 410663       | 448000        |
| 15 |                        | 18516        | 49717          | 52891             | 67874           | 84340            | 103359           | 121591          | 141531           | 163466        | 190038         | 213846       | 240339        |
| 16 | Emp. Med. Hosp.        | 55525        | 111050         | 166575            | 222100          | 277625           | 333150           | 388675          | 444200           | 499725        | 555250         | 610775       | 666300        |
| 17 |                        | 44451        | 87009          | 126996            | 168801          | 205154           | 246958           | 286945          | 323297           | 364485        | 405674         | 449297       | 496801        |
| 18 | Prescript. Drugs       | 3333         | 6666           | 9999              | 13332           | 16665            | 19998            | 23331           | 26664            | 29997         | 33330          | 36663        | 40000         |
| 19 |                        | 3129         | 6705           | 6705              | 13857           | 17433            | 21009            | 24585           | 28608            | 22905         | 35760          | 39336        | 42912         |
| 20 | Vision Care            | 1166         | 2332           | 3498              | 4664            | 5830             | 6996             | 8162            | 9328             | 10494         | 11660          | 12826        | 14000         |
| 21 |                        | 882          | 1911           | 2793              | 3822            | 4851             | 5880             | 6909            | 7938             | 8967          | 9996           | 11025        | 12054         |
| 22 | Death Benefits         | 2916         | 5832           | 8748              | 11664           | 14580            | 17496            | 20412           | 23328            | 26244         | 29160          | 32076        | 35000         |
| 23 |                        |              |                |                   |                 |                  | 21000            | 21000           | 21000            | 21000         | 21000          | 21000        | 21000         |
| 24 | Vision Care            | 250          | 500            | 750               | 1000            | 1250             | 1500             | 1750            | 2000             | 2250          | 2500           | 2750         | 3000          |
| 25 |                        | 172          | 393            | 614               | 835             | 1056             | 1277             | 1498            | 1719             | 1940          | 2161           | 2382         | 2603          |
| 26 | Death Benefits         | 1591         | 3182           | 4773              | 6364            | 7955             | 9546             | 11137           | 12728            | 14319         | 15910          | 17501        | 19100         |
| 27 |                        |              |                |                   |                 |                  |                  |                 | 24000            | 24000         | 24000          | 24000        | 24000         |
| 28 | Major Medical          | 5550         | 11100          | 16650             | 22200           | 27750            | 33300            | 38850           | 44400            | 49950         | 55500          | 61050        | 66600         |
| 29 |                        | 2545         | 5090           | 7635              | 10180           | 12725            | 15270            | 17815           | 20360            | 22905         | 25450          | 28000        | 30545         |
| 30 | Total Pers. Costs      | 162058       | 324116         | 486174            | 648232          | 810290           | 972348           | 1134406         | 1296464          | 1458522       | 1620580        | 1782638      | 1944700       |
| 31 |                        | 124681       | 253623         | 351026            | 470642          | 577418           | 747605           | 867578          | 979277           | 1110517       | 1243253        | 1372225      | 1519283       |
| 32 | 002 Peale Museum       |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |
| 33 | 3 Telephone            | 19583        | 39166          | 58749             | 78332           | 97915            | 117498           | 137081          | 156664           | 176247        | 195830         | 215413       | 235000        |
| 34 |                        | 20719        | 40358          | 51970             | 69516           | 78573            | 86745            | 94806           | 103367           | 110632        | 118678         | 125791       | 132889        |
| 35 | Gas, Electric (BUDGET) | 108333       | 216666         | 324999            | 433332          | 541665           | 649998           | 758331          | 866664           | 974997        | 1083330        | 1199663      | 1300000       |
| 36 | (TARGET)               | 100838       | 201676         | 302514            | 403352          | 504190           | 605028           | 705866          | 806704           | 907542        | 1008380        | 1109218      | 1210000       |
| 37 | (ACTUAL)               | -28023       | -9869          | 3418              | 15915           | 22097            | 28341            | 60210           | 158379           | 340770        | 431667         | 474094       | 490000        |
| 38 | Maint. Prop.           | 2500         | 5000           | 7500              | 10000           | 12500            | 15000            | 17500           | 20000            | 22500         | 25000          | 27500        | 30000         |
| 39 |                        |              |                |                   | 5670            | 10670            | 62281            | 63481           | 63481            | 63481         | 63481          | 235824       | 2358          |
| 40 | Maint. Equip           | 8333         | 16666          | 24999             | 33332           | 41665            | 49998            | 58331           | 66664            | 74997         | 83330          | 91663        | 100000        |
| 41 |                        |              | 24888          | 24888             | 24888           | 24888            | 24888            | 30288           | 30288            | 33228         | 33228          | 33228        | 332           |
| 42 | Sewer & Water          | 3500         | 7000           | 10500             | 14000           | 17500            | 21000            | 24500           | 28000            | 31500         | 35000          | 38500        | 42000         |
| 43 |                        |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |
| 44 | Auto, Fire, Burglar    | 25000        | 50000          | 75000             | 100000          | 125000           | 150000           | 175000          | 200000           | 225000        | 250000         | 275000       | 300000        |
| 45 |                        |              |                |                   |                 |                  |                  |                 | 305690           | 305690        | 305690         | 305690       | 321690        |
| 46 | NOC                    | 5833         | 6666           | 12499             | 18332           | 24165            | 29998            | 35831           | 41664            | 47500         | 53330          | 59166        | 70000         |
| 47 |                        |              |                |                   |                 |                  |                  |                 |                  |               |                | 44000        | 44000         |
| 48 | Total Contractual      | 173083       | 346166         | 519249            | 692332          | 865415           | 1038498          | 1211581         | 1384664          | 1557747       | 1730830        | 1903913      | 2077000       |
| 49 |                        | 3272         | 55377          | 80276             | 115989          | 136228           | 202255           | 248785          | 661205           | 853801        | 952744         | 1218627      | 1257699       |
| 50 |                        |              |                |                   |                 |                  |                  |                 |                  |               |                |              |               |



WILSON JONES  
MADE IN USA

|    |     | 1                      | 2                        | 3                           | 4                         | 5                          | 6                          | 7                         | 8                          | 9                       | 10                       | 11                     |                         |
|----|-----|------------------------|--------------------------|-----------------------------|---------------------------|----------------------------|----------------------------|---------------------------|----------------------------|-------------------------|--------------------------|------------------------|-------------------------|
|    |     | July<br>$\frac{1}{12}$ | August<br>$\frac{2}{12}$ | September<br>$\frac{3}{12}$ | October<br>$\frac{4}{12}$ | November<br>$\frac{5}{12}$ | December<br>$\frac{6}{12}$ | January<br>$\frac{7}{12}$ | February<br>$\frac{8}{12}$ | March<br>$\frac{9}{12}$ | April<br>$\frac{10}{12}$ | May<br>$\frac{11}{12}$ | June<br>$\frac{12}{12}$ |
| 1  | 002 |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 2  | 4   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 3  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 4  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 5  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 6  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 7  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 8  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 9  |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 10 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 11 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 12 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 13 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 14 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 15 | 5   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 16 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 17 | 003 |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 18 | 3   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 19 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 20 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 21 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 22 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 23 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 24 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 25 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 26 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 27 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 28 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 29 | 4   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 30 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 31 | 004 |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 32 | 3   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 33 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 34 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 35 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 36 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 37 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 38 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 39 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 40 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 41 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 42 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 43 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 44 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 45 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 46 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 47 | 4   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 48 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 49 | 6   |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |
| 50 |     |                        |                          |                             |                           |                            |                            |                           |                            |                         |                          |                        |                         |

WILSON JONES  
MADE IN USA

|    |                                      | 1               | 2                 | 3                     | 4                  | 5                   | 6                   | 7                  | 8                   | 9                | 10               | 11             |                  |
|----|--------------------------------------|-----------------|-------------------|-----------------------|--------------------|---------------------|---------------------|--------------------|---------------------|------------------|------------------|----------------|------------------|
|    |                                      | July<br>1<br>12 | August<br>2<br>12 | September<br>30<br>12 | October<br>4<br>12 | November<br>5<br>12 | December<br>6<br>12 | January<br>2<br>12 | February<br>8<br>12 | March<br>9<br>12 | April<br>9<br>12 | May<br>4<br>12 | June<br>12<br>12 |
| 1  | 005                                  |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 2  | 3                                    |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 3  | Old Town meetings                    |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 4  | Contractual                          |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 5  | Gas, electric                        | 266 66          | 53332             | 79998                 | 106664             | 133330              | 159996              | 186662             | 213328              | 239994           | 266660           | 293326         | 320000           |
| 6  | Maint. Prop.                         | -250 11         | -21033            | -12797                | -5756              | -5756               | 38669               | 78704              | 107276              | 142547           | 142547           | 209421         | 257335           |
| 7  | Maint. Equip.                        | 2500            | 5000              | 7500                  | 10000              | 12500               | 15000               | 17500              | 20000               | 22500            | 25000            | 27500          | 30000            |
| 8  | Maint. Equip.                        | 1666            | 3332              | 4998                  | 6664               | 8330                | 9996                | 11662              | 13338               | 14994            | 16660            | 18336          | 20000            |
| 9  | Auto, Fire, Bldg                     | 4416            | 8832              | 13248                 | 17664              | 22080               | 26496               | 30912              | 35328               | 39744            | 44160            | 48576          | 53000            |
| 10 | Total Contractual                    | 35250           | 70500             | 105750                | 141000             | 176250              | 211500              | 246750             | 282000              | 317250           | 352500           | 387750         | 423000           |
| 11 |                                      | +22608          | -21033            | -12797                | -5756              |                     |                     | 143543             | 172115              | 207386           | 207386           | 274260         | 322174           |
| 12 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 13 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 14 | Summary by                           |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 15 | Activity                             |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 16 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 17 | Administration                       | 976450          | 1952900           | 2929350               | 3905800            | 4882250             | 5858700             | 6835150            | 7811600             | 8788050          | 9764500          | 10740950       | 11717400         |
| 18 |                                      | 1021919         | 1930870           | 2846689               | 3769752            | 4675963             | 5578591             | 6479467            | 7360664             | 8220808          | 9043691          | 9859473        | 10660153         |
| 19 | Peale Museum                         | 200416          | 400832            | 601248                | 801664             | 1002080             | 1202496             | 1402912            | 1603328             | 1803744          | 2004160          | 2204576        | 2405000          |
| 20 |                                      | 10095           | 68977             | 102148                | 141191             | 171217              | 242242              | 291424             | 705983              | 941528           | 1056971          | 1326731        | 1383613          |
| 21 | Wash Mt.                             | 17416           | 34832             | 52248                 | 69664              | 87080               | 104496              | 121912             | 139328              | 156744           | 174116           | 191576         | 209000           |
| 22 |                                      | 4483            | 14487             | 17374                 | 64602              | 67538               | 72632               | 89625              | 219863              | 121406           | 122886           | 211883         | 444032           |
| 23 | Carroll Messin                       | 114883          | 229766            | 344649                | 459532             | 574415              | 689298              | 804181             | 919064              | 1033947          | 1148830          | 1263713        | 1378600          |
| 24 |                                      | 4897            | 36429             | 232336                | 278843             | 312195              | 446212              | 665557             | 732739              | 853483           | 1107798          | 1430590        | 1576680          |
| 25 | OTM H (see above, total contractual) |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 26 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 27 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 28 | Savings                              |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 29 | Perm. Pt. Time                       | 41025           | 82050             | 123075                | 164100             | 205125              | 246150              | 287175             | 328200              | 369225           | 410250           | 451275         | 492300           |
| 30 |                                      | -92044          | -92324            | -141471               |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 31 | Peale, Wash Mt.                      | 7495            | 14990             | 22485                 | 29980              | 37475               | 44970               | 52465              | 59960               | 67455            | 74950            | 82445          | 89940            |
| 32 |                                      | 80310           | 181065            | 321581                |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 33 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 34 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 35 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 36 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 37 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 38 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 39 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 40 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 41 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 42 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 43 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 44 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 45 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 46 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 47 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 48 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 49 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |
| 50 |                                      |                 |                   |                       |                    |                     |                     |                    |                     |                  |                  |                |                  |