Maryland State Archives
Hall of Records Commission Meeting Minutes

November 16, 2015, 12:00 noon

Electronic Classroom, Maryland State Archives

Call to Order by Chair - The meeting was called to order at 12:05 pm

Attendees
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/hrc_attendees_16nov15.pdf

Opening Remarks/Special Announcements

Recognition of special guests

Ms. Pamela Q. Harris, *Maryland State Court Administrator*

Tim Baker welcomed Court Administrator Pamela Harris to the Commission meeting.

Dr. Glenn Phillips, designee of Dr. David Wilson of Morgan State University, was presented with a Governor's Citation by Chief Judge Barbera and Mr. Baker in recognition of his 21 years of service to the Hall of Records Commission. Dr. Phillips will "retire" in April 2016 to a continuing engagement in scholarly research and writing.

Reports & Minutes of Previous Meetings

Hall of Records Commission Meeting, May 5, 2015
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/hrc_minutes_5may2015.pdf

Special Meetings, Advisory Boards & Celebratory Events

June 10, 2015: Owen Lourie and Sean Baker presented a Brown Bag Lunch and Learn on the Maryland 400 Project.

June 17, 2015: Tim Baker and Rob Schoeberlein attended a farewell party for Burt Kummerow of the Maryland Historical Society.

August 26, 2015: Elaine Rice Bachmann and Chris Kintzel participated in an Old Senate Chamber Architectural Advisory Committee meeting in the State House and the House Office Building.

September 12, 2015: Elaine Rice Bachmann and Owen Lourie presented lectures in the Old House of Delegates Chamber of the State House as part of the 2015 National Treaty of Paris Festival, then provided a guided tour of the newly restored Old Senate Chamber and interpretive exhibits.

September 20, 2015: Maryland State Archives hosted a memorial service in honor of Lois Green Carr.

November 5, 2015: The exhibits in the Old Senate Chamber, Committee Room and Stairwell Room, which were designed and created by the APC staff, were honored by the Four Rivers Heritage Area as the Heritage Tourism Product of the year and Elaine Rice Bachmann was honored as the Heritage Professional of the Year.

Dr. Phillips moved to approve the minutes as drafted and recognize the special meetings of the Commission, seconded by Mr. Letzer. The motion was unanimously approved.

Records Retention & Disposal

Retention Schedules:
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/hrc_schedules_16nov2015.pdf

Disposal Certificates:
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/hrc_disposal_16nov2015.pdf

Mr. Steele moved to approve the Records Retention Schedules and Disposal Certificates as presented, seconded by Dr. Phillips. The motion was unanimously approved.

State Archivist's Report

Chronology: activities since the last meeting

http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/finalchronology.pdf

State Song

Delegate Pete Hammen, Chairman of the House Health and Government Operations Committee, has asked the Archives to convene an advisory group to propose alternatives to the current state song in advance of the upcoming General Assembly Session. The advisory group is expected to issue its report in December.

Rolling Run Update

The architect and engineers advising MEDCO and the Archives on the design plans for renovations to the facility will complete the Basis of Design document later this year. This document will be used by the general contractor to guide the renovations, which include replacement of the roof and HVAC systems.

Commission on Artistic Property

Restoration of the Old Senate Chamber

Ms. Elaine Bachmann reported on the opening of the Old Senate Chamber to the public on July 6, 2015. As no formal opening of the room has yet taken place, she will keep the Commission members apprised of any events planned during the legislative session. In the interim, Ms. Bachmann offered to take Commission members and their guests on a tour of the room. With the opening of the room the 18th-century portion of the State House Master Plan has been completed. The exhibits in the Old Senate Chamber, Committee Room and Stairwell Room, which were designed and created by the APC staff, were honored by the Four Rivers Heritage Area in a ceremony on November 5 as the Heritage Tourism Product of the year and Elaine Rice Bachmann was honored as the Heritage Professional of the Year.

Old Treasury Building

Ms. Bachmann noted that the final portion of the State House Visitor Experience Master Plan, yet to be implemented, is the reopening of the Old Treasury Building as a public exhibit space. This portion of the Master Plan will focus on the 17th-century history of Maryland and the move of the capital from St. Mary's City to Annapolis. She would like to partner with DGS again to interpret this building, designing exhibits for this space in addition to having it serve as a visitor orientation and welcome center for the State House. The next step in this implementation is to develop a capital program to include the continued structural restoration of the building, which is currently being utilized as a storage area for the Old Senate Chamber restoration project.

Art Conservation

Mr. Chris Kintzel reported on the Commission on Artistic Property's partnership with the Office of the Comptroller to conserve three portraits in the state's collection: *Emerson Harrington* [MSA SC 1545-1451], *Dennis Claude* [MSA SC 1545-1159], now in the Assembly Room, and *Frank Turne*r [MSA SC 1545-3466], now in the South Lobby of the Treasury Building. Mr. Kintzel stated that raising public awareness of our collections was one of the Archives' key missions. As part of the continuation of the Visitor Experience Master Plan the Archives is also partnering with DGS in the cleaning of ten memorial plaques in the lobby of the State House to ensure that the entire visitor experience will be one in which all exhibits and materials are at the same high level of care. Ms. Bachmann acknowledged Len Foxwell's role in assisting with the identification of the comptroller portraits in storage. Mr. Foxwell thanked the Archives for bringing these portraits out of storage and returning them to their rightful place in the Treasury Building.

Delegate Rosenberg asked for confirmation of the location of the front entrance of the State House in relation to the placement of the Roger Brooke Taney statue, as he is asked the question when he gives his own tours

of the State House. Ms. Bachmann confirmed that the official front entrance was immediately adjacent to the Taney statue.

New Acquisitions

Ms. Bachmann reported that work was underway in installing new exhibits in the Miller Senate Building for the next legislative session. The Archives plans to have an event during the session to dedicate the new exhibits.

Mr. Baker reported on the two, new acquisitions acquired since the last meeting of the Commission. The first is a forensic bronze of George Washington created by Studio EIS. The design process utilized special computer programming to replicate the subject's facial features as they would have appeared at the time of his resignation as commander in chief of the Continental Army. The creators of the statue say that it is their favorite of Washington as it is the only one displayed in the context of a room where Washington actually stood. Visitors to the Old Senate Chamber are able to touch the statue and it has become what the designers hoped it would be - a "selfie" opportunity where photos can be taken and a connection with the past experienced. Ms. Bachmann speculated that the hilt of Washington's sword would be the most-touched spot as children tried to pull it from its sheath. The mannequin once displayed in the Old Senate Chamber has been placed in storage as part of the Artistic Property inventory.

A Senate desk was also acquired from a gentleman who had used it as a school desk in his home. It had been brought home from the State House by his grandfather, and the desk had not been altered at all throughout its use. Ms. Bachmann related that in an earlier period, when furniture was out of fashion or no longer needed, it was the practice to allow staff to take what would otherwise have been thrown away.

George Washington, Studio EIS, bronze, 2014

Senate Desk, Harrington & Mills, ash (primary), c. 1877

Executive Transition and the Legislative Session

The staff has been working closely with First Lady Yumi Hogan to reinstall several paintings in Government House and make changes to several aspects of the decor in the public rooms. The portraits of First Ladies, traditionally displayed along several levels of the main staircase, have been reinstalled to include a grouping of them in the Victorian Parlor. The most recent First Ladies portraits remain in the Stairwell, and are now displayed chronologically. The Victorian Parlor, now interpreted as a gallery for First Ladies portraits, is also in the process of having its wallpaper, carpet, and window treatments refurbished. Several items of furniture in the Artistic Property inventory, and in use throughout the public rooms, are also being conserved and reupholstered as part of minor changes to the decor of the rooms.

New exhibits in Miller Senate Office Building

New exhibits will be installed in the cases on the first floor of the Miller Senate Office Building in anticipation of the 2016 Legislative Session. These ten cases are maintained by the Archives and feature rotating exhibits related to Maryland history drawn from our collection. The topics to be featured in the new exhibit are: The Maryland 400; First Ladies of Maryland; Maryland Rye Whiskey; Vintage Travel in Maryland; Unionville and Reconstruction in Maryland; and The Maryland State Park System.

The Lords Baltimore

Mr. Baker reported that the State House Trust has entered into an MOU with the Enoch Pratt Free Library for the loan and safekeeping of six full-length portraits of the Lords Baltimore, traditionally displayed in the Main Reading Room of the Central Library, in order for them to remain on public display while renovations are underway at the library. The intent is for the portraits to be installed in the rotunda of the State House. The curatorial staff of the Commission on Artistic Property will oversee the scope of work in the MOU and is currently planning for the initial phase of work, to include the removal of the portraits from the Central Library as well as an assessment of their condition and proposals for installation in the State House. Mr. Letzer inquired as to the length of time the portraits would remain on display in the State House, and Mr. Baker responded that it would be at least several years. Mr. Letzer also asked about the cost of conservation for the portraits and Mr. Baker explained that until the portraits had been thoroughly examined it would be impossible to estimate the work needed for their preservation. The Pratt, as the portraits' owner, and the Archives as their custodian, will discuss the extent of the project once the assessment has taken place. The portraits have hung at the Pratt since the 1920s and have never been fully assessed. Mr. Baker made note of the extensive preliminary work already accomplished by Mr. Kintzel, and the work yet to be done to ensure the preservation of these six portraits.

Educational Outreach & Research

Summer Internship Program

Ms. Emily Squires reported a very full schedule of outreach events, which engaged a wide variety of audiences. On May 26th, the Archives welcomed the class of 2015 summer interns into its long-standing educational program. Ms. Squires noted that the Archives has had an internship program for over 40 years, and that the former state archivist, Dr. Edward C. Papenfuse, was a product of that program, as are many current staff members. This year's students once again successfully participated in archival work across departments, receiving direct mentoring from our professional staff in records processing, digitization, collections management, research, outreach and information technology.

In addition to the regular interns the Archives hosted four volunteer students working either for class credit or simply for the experience gained by working alongside archives professionals. Ms. Squires noted that some of

the volunteers were high school students and that she was very impressed with their effort. Through the summer program the Archives also joined two important statewide initiatives of the Executive Office of the Governor - the Baltimore City Archives hosted an intern from the State-funded, Baltimore City-administered YouthWorks program to benefit Baltimore City students, and the Appraisal and Description Department hosted three interns from the Governor's Quest Program for Persons with Disabilities. Mr. Baker noted that the intern hosted by Rob Schoberlein at the Baltimore City Archives was selected by the mayor's office to represent the program in a social media campaign.

Ms. Squires said that these were all important opportunities for the students, not only for the end result of being selected for an internship but also for their involvement in the interviewing and evaluation process. Kathryn Baringer, head of the Appraisal and Description Department, was responsible for this process, and Ms. Squires acknowledged her efforts in ensuring that every student had a positive and enriching experience. Ms. Squires also thanked St. John's College for its financial support of the internship program.

In addition to working alongside our staff, students also took advantage of our monthly Brown Bag Lunch and Learn Series, as well as participating in a number of professional development webinars during their tenure at the Archives. A highlight of the program for all was a behind-the-scenes curator's tour of the State House featuring the newly opened Old Senate Chamber, led by Elaine Rice Bachmann and Chris Kintzel. It was certainly an overwhelmingly productive and positive summer for both students and staff. The intern's final reports can be found at:
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/2015msasummerinternsummaries.pdf

Summer Intern Class of 2015

Looking ahead to summer 2016, staff members are currently pursuing partnerships with Hammond-Harwood House, Heritage Montgomery and the African American Firefighters Historical Society to potentially host interns focused on conducting African American History projects. If we are able to complete the arrangements with the partner institutions, the Archives would like to specifically recruit students from Maryland's Historically Black Colleges and Universities for these particular internship opportunities.

Family History Festival

On November 7th, Archives' staff hosted the Second Annual Family History Festival in Annapolis. Visitors enthusiastically participated in hands-on workshops, attended lectures, met with representatives of genealogical and historical societies from around the state, participated in interactive family activities, took and shared pictures in our social media station and collected door prizes and other complimentary goodies donated by our generous sponsors. Archives' staff taught multiple classes on how to use our resources, including hands-on practice with our collections' catalogs and online information resources in our Electronic Classroom. In addition, our conservation professionals conducted workshops on how best to preserve family treasures.

Ms .Squires acknowledged the grant funds received from the Friends of the Maryland State Archives, Four Rivers Heritage Area and the National Historical Publications and Records Commission in support of the Festival. She also thanked Crowley and Archival Products for their sponsorship donations and the many instances of in-kind support provided by Ancestry, the Annapolis Maritime Museum, Baltimore Coffee and Tea, the Chesapeake Children's Museum, Dick Blick Art Materials, Gaylord Archival, Graul's Market, Historic London Town, Hollinger Metal Edge, Systematic Filing, University Products, Wegmans and Whole Foods. We organize festivals and participate in educational outreach to ensure that succeeding generations of Marylanders understand, value and have access to their history. This year's Festival focused on hands-on experience with using and caring for family records and documents. Workshops also focused on using the Archives' resources to discover family history, and it was clear from participant response that these are the kinds of educational opportunities that our constituencies would like to see at future events. Counts at the door and responses to questionnaires showed a total of 284 participants from 17 Maryland counties and six states. Many of the participants were first-time attendees, indicating that advertising efforts continue to reach new audiences. Ms. Squires noted that the event was publicized through free advertisement and social media. Mr. Steele asked whether participants had expressed an interest in preserving digital records as well as paper, and Ms Squires responded that the Brown Bag Lunch and Learn sessions included several opportunities to learn about digital media preservation issues. Planning has begun for our third annual festival next fall.

Brown Bag Lunch and Learn Series

The monthly Lunch and Learn series was inaugurated in January 2015 and is continuing through the end of the year. Ms. Squires reported that the programming has proven very popular, with each session, held on a Wednesday at noon, averaging approximately thirty attendees. The talks have highlighted Archives' services, research and initiatives, as well as giving professional guidance on best practices for digitization, paper and electronic file management and preservation techniques. The final Brown Bag session for 2015 will be given on December 2nd, with Elaine Rice Bachmann sharing information about the U.S.S. *Maryland* Silver Service, many pieces of which are currently on display in the State House.

Research Archivist Allison Seyler presenting the October 2015 Brown Bag Lunch and Learn lecture, Certificates of Freedom & Manumissions *(Photo credit: Joyce Phelps, originally posted on MSA's Instagram account)*

Looking forward to 2016, we are planning to strengthen this program based on public feedback. We hope to offer more hands-on, workshop-oriented opportunities which focus on teaching people how to handle and evaluate their own records and access the Archives' collections. Ms. Squires noted that this series will be used in the development of a YouTube resource library, allowing the programs to be viewed multiple times for reference and at times other than the original presentation date.

Brick Wall Sessions

The Archives' staff have hosted two successful Brick Wall Sessions for the public since the Spring Commission meeting. Fully booked events were held on Friday, July 24th and Saturday, October 24th. Staff and volunteer specialists teamed to assist our patrons in answering their most difficult research questions. Mr. Baker praised the hard work of Reference archivist Nate Miller in organizing these sessions, and thanked the many staff members and volunteers who assist participants in "breaking through the brick walls" hindering their research efforts. Mr. Miller reported that an average of 60 researchers were helped during each session, many of them new to archival research and unsure of the resources available through the Archives. Approximately 75 percent of the participants in the Brick Wall sessions remained in the Searchroom afterwards to continue their research, and Mr. Miller noted that many participants reported that they had never been to the

Archives and that the Brick Wall sessions were instrumental in their decision to visit. Additionally, visitors from other states have participated in the sessions, indicating the Archives' success in advertising and outreach. Mr. Miller further noted the benefits of partnering with professional genealogists, who volunteer their time and expertise and provide a widening network of Archives' supporters.

Looking ahead, our Winter Brick Wall Session will be a new initiative, an online virtual Brick Wall. We will have an advertised, set time when patrons can communicate with us live online through social media to ask their Brick Wall questions. This event will be similar to #AskAnArchivist Day in which we previously participated. This will be a good event to have in January or February when people may not want to travel to Annapolis, but still have detailed questions about our collections they would like to explore. With this planned Winter event we are now meeting the public's request to have quarterly Brick Wall outreach sessions as part of our educational outreach programming.

Mr. Steele noted that Johns Hopkins University has a large collection of architectural records much in demand by homeowners who wish to locate the plans for their property. This process requires extensive research using mdlandrec.net. Though Hopkins has developed instructions for using mdlandrec they have neither the resources nor the time to assist homeowners in their research. Mr. Steele inquired as to whether those researching their property might be directed to the Brick Wall sessions for assistance, and was assured by Mr. Miller that the staff and volunteer specialists conducting the sessions had a wide range of backgrounds and expertise and that land record questions were more than welcome. Mr. Baker noted that individuals have been coming to the Archives since the 1930s for help with these kinds of questions, and that the Brick Wall program was both a way to make our services and resources known and a way for the Archives to encourage connections between researchers of all skill levels.

Maryland 400

The Research Department is pleased to announce that it has been awarded a new grant from the Maryland Society of the Sons of the American Revolution (SAR) to continue work on the Maryland 400 project. This new $10,000 award will allow Archives' staff member Owen Lourie and a project intern to continue to uncover the lives of Maryland's first war heroes, the First Maryland Regiment who fought in the Battle of Brooklyn. We are very grateful for the support of the SAR and for the continuing partnership of project founder General James A. Adkins. For more updates, please continue to follow the project blog at: https://msamaryland400.wordpress.com/

Slave Dwelling Project Conference

Mr. Baker noted that the Legacy of Slavery staff has been very active in outreach, engaging with both the family history community and scholarly researchers. Staff member Emily Huebner discussed the Legacy of Slavery staffs' participation in the Annual Slave Dwelling Project Conference in Charleston, South Carolina from October 8th through October 10th. Ms. Huebner noted that the Archives was the most visible delegation at the conference in terms of online tools and databases, as well as institutional

credibility. Conference participants were interested in doing similar things with their own programs and websites, and Legacy of Slavery staff were able to offer their expertise and make valuable contacts in the field. The staff also had the opportunity to visit and pay respects at Charleston's Emanuel AME Church during the conference. The team is looking forward to applying their new knowledge and contacts to their daily work, uncovering the lives of Maryland's African American population through the primary source records of the Archives.

Civil Rights Education and Outreach

Chris Haley provided an overview of the Legacy of Slavery program's participation in a number of educational opportunities with audiences of all ages, activities that are very much a part of the department's mandate. He reported that he had attended a presentation inspired by Dr. Glenn Phillips and Dr. David Wilson of Morgan State University through their proposal that the Archives community offer a positive response to the civil unrest in Baltimore following the death of Freddie Gray while in police custody. The "Gray Days Better Tomorrows" task force, instituted by Dr. Wilson, provides a venue in which scholars, church and community leaders, and other organizations can meet to discuss the development of Baltimore-specific civics education programs. Mr. Haley provided information to the task force on primary source documents that might be used in the development of these educational opportunities. The task force will submit a report to Dr. Wilson in April 2016 outlining the group's proposals.

Mr. Haley also related his participation in the 42nd annual conference on D.C. Historical Studies, where he was a moderator for the panel entitled "Making Visible the Family Histories of Early Washington, D.C." He provided information to the conference on the use of records held by the Archives in discovering the "hidden" stories of enslaved people, whose ages and physical descriptions might be found in the historical record but not their names.

Members of the Research Department's Legacy of Slavery Program have partnered with the Maryland Historical Society to help produce new educational outreach programming related to civil rights in Maryland. Still in the planning stages, the team hopes that the new program will begin in February 2016. The program's main goal is to bring students from across Maryland together to learn about the history of civil rights and to place current events and contemporary race relations within the context of our shared past. Students from various counties will participate in the program through in-person lessons and meetings in a classroom setting, with additional opportunities to engage in discussion through computer link-ups. Our hope is to help students create deeper relationships and a safe place for meaningful communication on sensitive issues. We are very much looking forward to collaborating with the Maryland Historical Society in the development of this important program.

***Preserve the Baltimore Uprising* Project**

Jessica Douglas, Archives representative on the Advisory Board for the BaltimoreUprising2015.org Project, provided an update on the Board's activities. The effort is being co-led by the Maryland Historical Society and faculty members of several Baltimore universities. The project's goal is to collect, preserve, and make accessible photographs, oral interviews and videos that were created by community members, grassroots organizations and individual witnesses to the protests that followed the death of Freddie Gray on April 19th, 2015. These materials have been collected online by voluntary donation since April of this year, and the Board is currently working to address long-term rights and preservation issues.

Ms. Douglas reported that the Project's website has received over 38,000 visits and that over 1800 photographs have been contributed by 132 individuals. The Project has also received 10 videos, 10 oral histories, and six sound files, as well as over 7000 emails that the City of Baltimore government transmitted during the protests. The emails had been released as part of the Freedom of Information Act, but there was no provision made for their permanent preservation. The BaltimoreUprising project has provided a place where they can be accessed and studied. Some of the Advisory Board's more pressing concerns are the development of the Project's website and the creation of a formal Project structure. The Advisory Board is also navigating several ethical and legal issues which might arise due to the fact that many Project submitters are underage as are many of the uprising participants captured in photographs and videos. There is also concern that these collections may be used in the prosecution of both the images' creators and their subjects. The Advisory Board has applied for a $10,000 William G. Baker Memorial Fund grant, to be used either to hire an intern to assist in processing the photographs or a developer to assist with website improvement. Additional grants are being pursued. The Project has been featured in Urbanite Magazine and the Maryland Historical Society Magazine. The Archives is working in conjunction with partners from across the local community to insure that these materials are appropriately preserved and archived so that they can ultimately be used for educational purposes.

Mr. Steele commended the Archives for participating in this important collaborative project.

Collection Exhibit

The Maryland State Archives, in collaboration with Case[werks], LLC. of Baltimore, presented an exhibit about Maryland's rye whiskey industry, which thrived for centuries in the state until the early 20th century. The exhibit, *Maryland Rye: Straight from the Bottle*, includes some of the interesting names, labels, and bottles that were features of the state's distilleries, the last of which went out of business in the 1970s. The artifacts on display are from the James H. Bready collection of Maryland rye whiskey bottles and ephemera. Mr. Bready was a well known newspaper man with the *Baltimore Evening Sun* who wrote two books on Baltimore baseball. Also a collector of Maryland rye whiskey bottles, in 2005 he donated over 700 bottles and other ephemera to the Maryland State Archives. *Maryland Rye: Straight from the Bottle* will be on display in Baltimore at the local gallery Case[werks] through Friday, December 11, 2015. The Archives staff will also be hosting a lecture and book signing with Gregory & Nicole Priebe, authors of *Forgotten Maryland Cocktails* in Annapolis on Wednesday, November 18 at 6:30pm in the search room.

Reference Services

Reference staff have been busy reinforcing security awareness throughout the Archives. They have created graphic signs and handouts for visitors on procedures which ensure the long-term preservation of our records, and have produced a training film for staff on the need for vigilance in protecting our records from mishandling or theft. A review of security procedures has led to the decision to relocate the DGS security guard station to

ensure the guard has a clear view of both Lobby and Search Room activities, and a redesign of the Lobby is now underway to better accommodate enhanced security practices such as a search of materials hand-carried from the Search Room. Our goal is to protect our records for future generations while providing the service and access our patrons expect today.

Appraisal

This year, Archives staff initiated a shelf read of all government records stored in the stacks of our Annapolis location. In a shelf read, staff compare our finding aids to the items on the shelves and corrects any discrepancies. Shelf reads must be conducted by archival institutions with some regularity, since they are the most systematic and efficient way to return mis-shelved items to their proper locations and to improve the accuracy and specificity of the descriptions in our finding aides. We also intend to use the shelf read to identify records that need additional attention, such as records that require conservation, re-boxing and/or re-labelling. The shelf read will also help us analyze our current use of space and reveal areas for improvement. Since the stacks in Annapolis have over 160,000 cubic feet of record storage, this shelf read is an extensive job. To tackle
this considerable task we are mobilizing the entire Archives staff to cooperatively contribute to this project. Our planning of the project's workflow has focused on facilitating the teamwork of all participants necessary to collect and make use of all the valuable information this shelf read will collect.

Baltimore City Archives

Records Management/Emergency Preparedness Workshops

Dr. Rob Schoberlein related the successful internship of Philip Morton, Jr., who worked on scanning and cataloguing projects. The mayor's office selected Mr. Morton as its representative for the YouthWorks Project in its social media campaign. Although Mr. Morton would like to pursue a career in real estate, his experience with the Baltimore City Archives provided him with opportunities to focus on complex and detailed intellectual work and to develop the discipline and habits that will stand him in good stead in any future career.

The Baltimore City Archives continues to offer a series of combined records management and emergency preparedness workshops to records managers, registrars and other interested parties. On October 30th, we hosted a day-long training session at City of Baltimore facility, specifically targeting the staffs of museum and cultural institutions. Personnel from the Reginald Lewis Museum, The Maryland Historical Society and NARA-College Park were counted among the attendees. Another workshop will take place on November 20th and will include participants from Morgan State University related to the Lillie Carroll Jackson House.

Dr. Schoberlein reported that the City Archives has hosted two student groups, Morgan State University architectural students and Maryland Institute College of Arts (MICA) students, providing insight into the use of primary resources in historical research. Also recently implemented at the City Archives is a new series, "Tuesdays with Ed," in which former state archivist Edward C. Papenfuse makes himself available to researchers for consultation on a wide variety of topics.

A more detailed report from Acting City Archivist Dr. Robert Schoeberlein on the activities of the Baltimore City Archives is linked below.
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/bca_report_16nov2015.pdf

Recent Gifts, Deposits, & Acquisitions

Report on records received since last Hall of Records Commission Meeting:
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/hrc_transfers_16nov2015.pdf

Special Collections:
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/speccol_16nov2015.pdf

Mr. Letzer moved to approve the resolution of appreciation for all recent gifts and was seconded by Dr. Phillips. The action was unanimously approved.

Forthcoming Special Meetings of the Commission & Events of Interest

November 18, 2015: The Archives staff will be hosting a lecture and book signing with Gregory & Nicole Priebe, authors of *Forgotten Maryland Cocktails* in Annapolis at 6:30pm in the Search Room.

December 2, 2015: Elaine Rice Bachmann will present a Brown Bag Lunch and Learn session on "The U.S.S. *Maryland* Silver Service: A State Treasure."

December 5, 2015: The State House Holiday Open House and Concert will be supported by Archives' staff.

December 12, 2015: A Brown Bag Lunch and Learn session will be given by the Four Rivers Heritage Area on creating a program survey.

Old Business

At the last meeting of the Hall of Records Commission Dr. Phillips started a conversation about the need for a positive response to the events surrounding the riots in Baltimore following the death of Freddie Gray in police custody. On behalf of Dr. Wilson, president of Morgan State University, he offered the following three suggestions for consideration by the Commission:

- That the Maryland State Archives might arrange for one or more workshops on the legacy of the civil rights movement in Maryland and in Baltimore, to be presented to senior high school students in areas affected by the rioting.
- That qualified African American college students from historically Black colleges such as Morgan, Bowie, Coppin and University of Maryland, Eastern Shore might be offered summer internships at the Archives.
- That the Archives might reach out in a consultative capacity to these historically Black colleges to assist their archives and libraries, which often are in need of professional guidance and advice.

Following a discussion of these suggestions Mr. Miller recommended that the Commission write a letter to Dr. Wilson thanking him for opening this important conversation. The letter written by Chair Barbera to Dr. Wilson can be found at the following link:
http://msa.maryland.gov/megafile/msa/stagsere/se1/se14/000000/000042/pdf/drwilson_letter_15may2015.pdf

Mr. Baker thanked Dr. Phillips and Dr. Wilson for beginning this important discussion. In response to Dr. Phillip's suggestions and the resultant discussion by members of the Hall of Records Commission, he offered that Archives staff had today reported on the following as examples of initiatives in which the agency is currently engaged:

- Members of the Research Department's Legacy of Slavery Program have partnered with the Maryland Historical Society to help produce new educational outreach programming related to civil rights in Maryland.
- The Maryland State Archives has agreed to serve on the Advisory Board for the BaltimoreUprising2015.org project, an effort being co-led by the Maryland Historical Society and faculty members of several Baltimore universities.
- The Baltimore City Archives hosted an intern from the State-funded, Baltimore City administered YouthWorks program to benefit Baltimore City students,
- Staff members are currently pursuing partnerships with Hammond-Harwood House, Heritage Montgomery and the African American Firefighters Historical Society to potentially host interns focused on conducting African American History projects.
- On October 30, the Archives conducted a day-long seminar on records management and emergency preparedness in Baltimore City. Invitees included local cultural and academic institutions.
- On November 10, Chris Haley and Allison Seyler addressed the Gray Days Brighter Tomorrow Task Force meeting at Morgan State University on behalf of the Archives.

New Business

Del. Rosenberg asked the members of the Hall of Records Commission to consider the appropriateness of placing historical markers to commemorate the victims of lynching in Maryland. He has drafted legislation proposing the creation of a commission to develop this initiative and would appreciate any thoughts on this matter.

Next meeting - Upon the call of the Chair.

Adjournment - The meeting was adjourned at 1:11 pm

Approved by the Hall of Records Commission

Honorable Mary Ellen Barbera, Chairman	Date
Timothy D. Baker, Secretary	Date