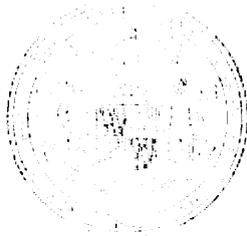


MARYLAND STATE ARCHIVES

Hon. Robert L. Ehrlich, Jr.
Governor
Hon. Michael S. Steele
Lt. Governor
Edward C. Papenfuse, Ph.D.
State Archivist and
Commissioner of Land Patents
Timothy D. Baker
Deputy State Archivist
Matthew P. Lalumia
Chairman, Maryland Commission on
Artistic Property



Hall of Records Commission:
Hon. Robert M. Bell, Chair
Chief Judge, Court of Appeals
William R. Brody, Ph.D.
Hon. Mary A. Conroy
Barbara P. Katz
William E. Kirwan, Ph.D.
Hon. Nancy K. Kopp
Hon. Thomas V. Mike Miller, Jr.
Christopher B. Nelson
Earl S. Richardson, Ph.D.
Boyd K. Rutherford
Hon. William Donald Schaefer

MEMORANDUM

TO: Hall of Records Commission Members and Guests

FROM: Edward C. Papenfuse, State Archivist and Commissioner of Land Patents

DATE: April 14, 2005

SUBJECT: *Hall of Records Commission Meeting*

Enclosed are the minutes of the previous meeting, the agenda for the forthcoming meeting on April 19, and three enclosures for your information and discussion:

- a summary report on *mdlandrec.net* in the form of testimony in favor of the extension of the Land Records Improvement Fund;
- Dr. Papenfuse's essay on access for the Organization of American Historians Newsletter; and
- an excerpt from this year's budget testimony on the concept of an Educational and Entrepreneurial Reserve (EER) to ensure the future of a well described, accessible, and instructive Maryland State Archives.

Attention is also called to the full testimony before our budget Committees this year on the need for additional archival storage and processing space, and the possibility of either participating in the Hopkins Howard County modular storage facility or building something similar in Annapolis on the College Creek Point property facing our building.

ECP:kb

Enclosures

Testimony by Edward C. Papenfuse on SB 348
Judicial Proceedings Committee
February 15, 2005

The extension of the Land Records Improvement Fund is vital to the care, preservation, security, and on-line retrieval of Maryland land records. In partnership with the Judiciary, the Maryland State Archives developed and placed on line, <http://mdlandrec.net> and <http://plats.net>, two publications of the *Archives of Maryland Online*. At present, over 40,000,000 images of land records are index accessible at the court houses and the State Archives. At our current pace, we will put up over 160,000,000 images by the end of 2006 at a cost to the Fund of \$.11 an image. As we predicted three years ago, approximately 25-30% of the Fund income each year would be necessary for the implementation of this joint e-government service. In fact, because of economies of scale and internal efficiencies of electronic and personnel management at the Archives, we have been able to bring more images on line for less than our original estimates. I doubt that there are many, if any, Data Management and Computer Service contracts of the State that can make the same claim: more for less than the original estimated project costs.

Mdlandrec.net and plats.net are dynamic electronic archival management systems, which means that errors in imaging, recording, and indexing that we cooperatively discover with the clerks and the public are easily corrected in relatively short order, while major lapses in security backup which are uncovered in the process, such as marginal releases, and inflexibility in main frame indexing, can be corrected within existing estimated budget parameters without further drain on the Fund.

Security of the record and accountable, accurate access, are the priorities addressed by mdlandrec.net and plats.net for the Court Clerks, the Judiciary, and the Archives. While we are all legally obligated to do so under the real property article (for example, 3-301), until the establishment of the current version of the Land Records Improvement Fund, none of us have had the necessary resources to meet these legal mandates.

By continuing the Fund beyond its current sunset provisions, you will be ensuring that the land records of Maryland will be secure and readily accessible. We at the Archives are proud to be an active part of a partnership that uses the resources of the Fund wisely and economically to the benefit of all concerned and hope that you will support the enactment of SB 348.

Access to Archives, Classification, and the Freedom of Information Act.

As chairperson of the little known OAH Committee on Research and Access to Historical Documentation, and a State Archivist/Historian, I was asked to prepare a short essay on "access to archives, classification, and the Freedom of Information Act." This a daunting assignment, one which two major government commissions (the most recent reporting to the President the last week of March) have generated volumes of opinion and documentation relevant to the question. To paraphrase Ed Ayers in a recent C-SPAN presentation on his view of the digital future of research and writing, like a fool I raised my hand.

I first consulted with the members of our committee who were able to participate in a conference call on March 25 for what I thought would be a half hour meeting, and which ended after an hour and a half, producing a transcript that far exceeded my proscribed word limit, even when condensed and abstracted (the conversation is available on line linked off the agenda at <http://ecpcliio.net/megafile/msa/speccol/sc5300/sc5339/000126/000000/000002/unrestricted/2005-03-25.htm>). We were fortunate to have Bruce Craig to lead us. He kept us current with the lobbying efforts of the National Coalition for History (NCH) -- a non-profit organization that represents the historical and archival professions, while Nancy Berlage, Walter Hill, and I probed with him such fundamental questions as how the 'need to know' standard of the courts should be defined, how the right to know is conditioned by security needs (especially after 9/11), how access should be balanced by personal privacy, how and when executive privilege should be permitted, and above all, how does a democracy based upon majority rule, assure the public at large that it is basing its actions on a reliable, accessible record.

Fortunately we have a new Archivist of the United States, Allen Weinstein, who has articulated a deep commitment to finding answers to these questions. In a recent interview, Dr. Weinstein made it clear that there is a distinction between any scholarly debate that might arise from his own scholarly endeavors (he welcomes the scholarly discussion) and his devotion to access within the context of a dependable and dynamic archival program. As many of us know, he pioneered in seeking documents under the Freedom of Information Act. He is working diligently to bring all Presidential libraries under one coherent and accepted policy of access, and will not release any materials now at College Park that are not covered by such a

policy based upon a signed agreement. He has embraced advocacy for the revival of the National Historical Publications and Records Commission (NHPRC) as a necessary and integral component of what the National Archives is all about. In my opinion, he is the first Archivist since the 'R' was added to the National Historical Publications Commission to view the Commission as an essential aspect of the total program of the National Archives and to openly advocate full funding for both the records and publications programs. He also made it clear that he seeks broader cooperation among the other keepers of the collective memory of the nation, including the State Archives, where a fair degree of entrepreneurial and innovative work has been undertaken to cope with such fundamental issues of access as the creation of permanent electronic archives. Dr. Weinstein and at least one State Archivist openly advocate the management of the flow of permanent electronic information into the archives from the moment of creation, delegating the advice on who should have access and when, to thoughtful panels of experts selected by the Archives, panels that encompass the broad spectrum of differences that will arise.

While some latitude will inevitably be allowed the people we elect to office to make decisions concerning access for the period of time they are in office, we ought not to permit them to do so beyond a reasonably prescribed time limit once they are out of office. Neither Presidents nor National Security advisors should have the right to close indefinitely, or remove from public view altogether, the record of their work. In the world of HIPPA regulations, we have permitted those who govern to stumble badly in passing laws so poorly written as to ignore that what is private health information for the living ought to become public and freely accessible information at some defined point in the future. That indeed is the essential point of all access concerns. In a democracy such as ours, there needs to be a time, a persistently forward moving date, after which all that has been identified as permanently valuable information is totally free and accessible.

Of course, determining what should be retained permanently in the massive rush of information that is generated every day is an even more difficult stumbling block than setting a time for release. In the desire to know what is happening and why, some rush to judgment, and, in the case of some TV anchors, find themselves pushed into retirement, obscuring the fact that the questions they raised could not be answered precisely because the records no longer exist for whatever reason, legitimate or otherwise. To have faithful,

full, and accurate reporting as history or as current events, a concerted effort must be made to ensure that accurate and complete records are maintained in an archival setting from their inception.

It is worthwhile for historians and archivists to expend some of their energies helping to establish and enforce standards of what we keep and why. If our principal means of communication is currently by phone, blackberry and email, then some effort needs to be undertaken to see to it that phone logs and essential electronic communications are both managed well and permanently kept, going directly from the moment of creation to an archival setting that at some defined point is fully accessible to the public.

Historians do need to be sensitive to the fact that Freedom of Information requests can paralyze a government agency that is faithfully attempting to do its assigned tasks. Some Archivists, including this one, are all too aware of this problem, especially with regard those requests that appear to be put forward by, or on behalf of, particularly disgruntled individuals who are not necessarily concerned with the best interest of the public at large. It is important that in seeking more rapid and open access to government information that adequate resources are given the Archives and government agencies to manage, record, and maintain government information in a readily accessible format. It is also important that independent review boards are established to both screen frivolous requests and to provide legitimate guidelines for the release of public information in whatever permanent form it may exist.

If you have a chance, log into C-SPAN's presentation of Ed Ayers's March 15th talk at the Library of Congress on "The Digital Future" (<http://www.c-span.org/search/basic.asp?ResultStart=1&ResultCount=10&BasicQueryText=Ayers&image1.x=21&image1.y=7>, last accessed on 2005/04/02). Professor Ayers's enthusiastically looks to the future of research in the digital age and the importance of digital archives. It is a thoughtful tour de force based upon his work with the *Valley of the Shadow* archives (<http://valley.vcdh.virginia.edu/usingvalley/>) and the experiment he did with William G. Thomas, III, in writing an article (<http://www.vcdh.virginia.edu/AHR/>, last accessed 4/2/2005) exclusively in electronic form for what Professor Ayers's believes is permanent reference on a perpetually authoritative web site (initially funded by the NEH). The problem is that there is currently no such thing as a permanent electronic reference on a perpetually authoritative web site. Jstor probably comes as

close as any experiment in establishing one, and our efforts to place all land records in Maryland on line may prove a viable model. The truth is that the essential records of governance about which historians are rightfully clamoring for access have not been, and are not now, being created in the context of how to make them permanently accessible. To answer the most pressing questions of declassification and access to permanent records requires historians, archivists, librarians, and the public in general to focus on what we currently save and how to save it permanently. When we do that, at least, the future of history will be secure. In the meantime, we will battle to preserve and make accessible that which by luck and design survives of the archival record.

Edward C. Papenfuse
Chair of the OAH Committee on Research & Access to Historical
Documentation
Maryland State Archivist and former NHPRC Commissioner

Excerpt from Budget Testimony concerning the Educational and Entrepreneurial Reserve:

Finally, I would like to return to a concept that is fundamental to the future viability of the Archives, a concept that is not unlike the Roth IRAs and the various investment funds that comprise yours' and my ability to provide for our futures. With your support, several years ago we created a publicly accountable Archives Endowment Fund. At present the principal of the fund amounts to nearly one million dollars, the interest from which provides matching funds for our internship programs and other value adding programs of the Archives such as the explanations of the records found in the Archives of Maryland on Line and our on line guides to records (available at <http://mdsa.net>). It is an important principle of all that we do at the Archives that there be a return to this endowment on a persistent basis derived from the specially funded public service projects that we undertake. For example, my sole motivation in seeking a grant for the production of the map book was to benefit the conservation of one of the largest gifts ever made to the Archives while allocating any and all profits made from the sale of the book to the Archives Trust fund. It appears that will mean approximately \$60,000 in revenue to the Endowment over the sale of the books as well as a steady stream of income from the sale of copies of the images created for the book. With all such endeavors, a clear percentage of all costs including indirect costs should be deposited as principle in the Archives Endowment. I argue for 5-7% as a necessary requirement for investment in the future. It is a concept that has general acceptance in the private world- known to accountants as a "Depreciation Reserve," and supported by at least one decision of the Supreme Court where the percentage is estimated at 7% of costs. I would prefer to call this charge an "Educational and Entrepreneurial Reserve," but however labeled, it is an idea that is not generally applied to the mandated functions of State Agencies. In the case of the Archives it is a principle that we are adhering to in the entire fee for service projects of the Archives that we devise, in order for us to continue to be entrepreneurial and creative in how we cope with the future of the Archives.

Hall of Records Commission *Agenda*



for a Meeting
at the Maryland State Archives
Electronic Classroom
12 Noon
April 19, 2005 (Civil War
Remembrance Day)

Call to Order by the Chairman

Attendees and Introduction of Special Guests

Christopher N. Allan, President and Resident Agent, *Friends of the Archives*
David C. Troy, Director, *Friends of the Archives (short bio)*

Opening Remarks

Reports and Minutes of Previous Meetings

- November 22, 2004
- **Special Meetings and Celebratory Events**
 - January 14: Unveiling of portrait of Judge Charles Markell;
 - February 1: State of the Judiciary: Speech by The Honorable Robert M. Bell;
 - February 21: George Washington's Birthday Celebration in Old Senate Chamber: Speech by Senate President Thomas V. Mike Miller, Jr., program by Mimi Calver;
 - March 3: Presentation of the First Citizen Awards. Speech by Dr. Papenfuse;
 - March 3: Presentation of the Speaker's Society Awards;
 - March 7: Swearing-in ceremony of Dr. Allen Weinstein, Archivist of the United States, by Justice Ruth Bader Ginsburg;
 - March 24: Maryland Day, Maryland Colonial Society Annual Essay Contest Awards. Remarks by Dr. Papenfuse;
 - March 26: St. Mary's Commission Meeting and Dr. Papenfuse's keynote Maryland Day address, as the Historic St. Mary's City Commission celebrates the 371st anniversary of Maryland's founding.

Proposed Action: motion of approval of minutes (as amended, if amended), and recognition of the

special meetings of the Commission as defined by standing resolution.

Records Retention and Disposal

- Retention
- Disposal

Proposed Action: motion of approval of Records Retention and Disposal Schedules as presented.

Old Business

Archivist's Report and Staff Activities

(see the Maryland State Archives *Bulldog* for additional details)

- December 14: Dr. Papenfuse met with Judges Murdock and Holland re: the art at the Baltimore City Circuit Court and the courts participation in the Archives' summer internship program;
- January 11: Mr. Lourie participated in radio interview with Patricia Blick, Director of the Annapolis History Center, WNAV (1430 AM) re: *Annapolis Antiques Show*
- January 15: Mr. Lourie attended Annapolis Antiques Show and spoke at the symposium on "Furniture During the Time of John Shaw, Annapolis Cabinetmaker;"
- January 18: Mr. Baker presented on GIS standards of preservation and record retention, DNR, Tawes Building;
- February 15: Dr. Papenfuse attended Governor's Consulting Committee Meeting on Historic Sites;
- January 25: Opening reception for Archives' staff of *Four Centuries of Stories* Exhibit in the Miller Senate Building;
- February 16: Dr. Papenfuse and Messrs. Baker and Swanson met with the Clerk's Access Committee;
- February 21: Mr. Haley interviewed Lt. Governor Michael Steele on "Undiscovered Radio", Radio Clay Street;
- March 9 and April 13: Ms. Melville attended meeting of the Circuit Court Retention Schedule Committee;
- March 11: Dr. Papenfuse attended Underground Railroad Advisory Board meeting;
- March 25 (Maryland Day): Dr. Papenfuse conducted a conference call with members of the Organization of American Historians Committee on Research & Access to Historical Documentation which he chairs (see report);
- March 30: Dr. Papenfuse hosted the Clerk's Access Committee meeting;
- March 30: Dr. Papenfuse and Ms. Calver attended a State House Trust meeting;
- March 31: Dr. Papenfuse met with Dr. Allen Weinstein, Archivist of the United States, to discuss access to Federal records and other matters;
- April 1: Dr. Papenfuse attended a Johns Hopkins University Medical Archives meeting;
- April 5: Dr. Papenfuse participated in the Baltimore and Maryland Africana Studies Collaboratory Project at The Johns Hopkins University;
- April 6: Dr. Papenfuse addressed the Wednesday Club at the Maryland Club re: *What does Catherine Zeta-Jones have to do with the Maryland State Archives?*;
- April 14: Dr. Papenfuse attended luncheon meeting with Senator Charles "Mac" Mathias.

Special Announcements

Recent Gifts and Acquisitions

- Special Collections:
 - January 18: Dr. Papenfuse met with Judge James F. Schneider re: his collection;
 - February 2: Dr. Papenfuse met with Bill Sleeman re: Mandel collection;
 - March 8: Dr. Papenfuse and Elaine Rice Bachmann met with Marvin Mandel re: portrait of Governor and Mrs. Mandel;
 - March 17: Surprise ceremony for William R. Nuttle at the Kent County Circuit Courthouse;
 - April 6: Dr. Papenfuse visited Jean Barry-Molz at Blakehurst Retirement Community re: Map of Canton
 - Government Records
 - Archives Endowment Fund
- Proposed Action by the Commission: Resolution of Appreciation for the recent gifts.*

Archives of Maryland On Line

- Finding Aids, Reference Services, and Publications:
 - on-line comprehensive guide to records
 - reprint of The Great Seal of Maryland poster (handout)
 - mdgovpics.net
- MOU and archival service-related projects:
 - NICS research

Education and Outreach

- Courses taught and lectures given by State Archivist (see prior resolution on 4/19/2000):
 - Fall 2005: Dr. Papenfuse to co-teach with Garrett Power the Legal History Seminar at the University of Maryland School of Law;
 - Fall 2005: Dr. Papenfuse to teach a methods seminar at Johns Hopkins University;
 - Spring 2006: Dr. Papenfuse to co-teach with Larry Gibson at the University of Maryland School of Law.
- February 3: Ms. Bramucci conducted a workshop at UMBC as part of the Teaching American History in Maryland program to Baltimore City public school teachers re: online primary sources available to teachers for incorporation in the classroom;
- February 17: Mr. Schoeberlein was guest lecturer at UMCP on the use of photographs as historical documents;
- March 23: Ms. Bramucci conducted a workshop at UMBC as part of the Teaching American History in Maryland program to Anne Arundel County public school teachers re: online primary sources available to teachers for incorporation in the classroom;
- May 16: Dr. Papenfuse to host Boys' Latin third grade class;
- June 23 and July 1: Dr. Papenfuse to participate in the NEH Teacher Institute sponsored by St. Mary's College of Maryland and Historic St. Mary's City, re: *Whose History? Conflicting Memories and the Politics of Commemoration*;
- June 27-July 9: Dr. Papenfuse to participate in the summer Teaching American History program with Baltimore City on "Alger Hiss: Treason, Perjury and Civil Rights?"
- July 11-July 22: Dr. Papenfuse to participate in the summer Teaching American History program with Anne Arundel County on "Alger Hiss: Treason, Perjury and Civil Rights?"
- July 25-August 5: Dr. Papenfuse to participate in the summer Teaching American History program

- with Baltimore County on "Alger Hiss: Treason, Perjury and Civil Rights?"
 - October 25: Dr. Papenfuse to teach Maryland Legal History course for the Judicial Institute on *Industrialism, Depression, War 1867-1945*.
 - New exhibitions, *Four Centuries of Stories from the Collections of the Maryland State Archives*, in the Miller Senate Office Building (brochure)
 - Summer Internship Program
 - Plans for summer 2005
- Proposed Commission action: Resolution of Appreciation for providing funds for the 2005 Internship Program to Morgan State University, Maryland Commission for Women, U.S. Department of Education, Baltimore Court Foundation, and S. J. Martenet.**

Forthcoming special meetings of the Commission and events of interest

- April 19 - Dr. Papenfuse to attend former Governor Marvin Mandel's 85th Birthday celebration at the Baltimore Marriott;
- April 20 - Dr. Papenfuse to host the Clerk's Access Committee meeting ;
- April 27: Dr. Papenfuse to attend an MLA Advisory Board meeting at JHU;
- April 28: Dr. Papenfuse to participate in IS&T's Archiving Conference 2005 re: *Creating and Maintaining a Permanent Electronic Archives: The Maryland Experience*;
- April 30: Ms. Melville to judge at Maryland History Day;
- May 3: Mr. Baker to attend Maryland Commission on Artistic Property meeting;
- May 3: Dr. Allen Weinstein, Archivist of the United States, to meet Dr. Papenfuse's seminar to discuss Perjury and for a tour of the new exhibits at the National Archives;
- May 14: Dr. Papenfuse to meet with Messrs. Elder and Reese re: Mrs. Joan Hoblitzell collection;
- May 25: Dr. Papenfuse and Ms. Alvey to attend Library of Congress workshops on digital state and local publications;
- May 26: Dr. Papenfuse to give the keynote address at the Baltimore Historical Society conference on Baltimore City History re: *Historical Research and Writing in a Digital Age*;
- June 20: Dr. Papenfuse to address the Carroll County Genealogical Society re: *The Maryland State Archives and Genealogy: Present Needs and Future Prospects*;
- October 4: Dr. Papenfuse to attend meeting of the State House Trust;
- October 18: Visit from the Questers to see the preserved Kent County books;
- October 21: Dr. Papenfuse to address the Bench Bar Conference re: the *Lincoln Pardon*.

Administrative and Fiscal Matters

- **New MOU with the Judiciary re: mdlandrec.net and plats.net**
- **Building Maintenance/New Facilities/Space Needs:**
 - December 21: Dr. Papenfuse met with Winston Tabb, Dean of University Libraries at Johns Hopkins University, re: modular storage facility in Howard County at the Johns Hopkins University Applied Physics Lab;
 - Capital budget preparation;
 - New warehouse facility;
 - March 9: Mr. Baker met with Steve Noonan, Energy Manager at DGS to discuss the light control problem and update on the stacks temperature/humidity control;
- **Legislation:**

- HB 640, SB 348, Circuit Court Real Property Records Improvement Fund - Duration (testimony)
- HB 403, SB 449, State Government Reports to General Assembly - Requirement of Electronic Submission (testimony)
- HB 749, SB 793, State Finance and Procurement - Capital Budget - Funding for Public Art (testimony)
- **Budget Issues, Past, Present and Future:**
 - Audit documentation and Archives response
 - February 3, 1:00 p.m.: Archives' budget hearing before the House Public Safety and Administration Subcommittee (testimony);
 - February 10, 1:00 p.m.: Archives' budget hearing before the Senate Health and Human Services Subcommittee (testimony);
 - Building Equity for the Future: the concept of the Educational and Entrepreneurial Reserve (EER).

Next meeting

At the call of the Chair for a date in late fall.

Adjournment

Dr. Edward C. Papenfuse
State Archivist
Maryland State Archives

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Hall of Records Commission Minutes



for a Meeting
at the Maryland State Archives
Electronic Classroom
12 Noon
November 22, 2004 (St. Cecelia's
Day)

Call to Order by the Chairman

Chairman Bell called the meeting to order at 12:19 p.m.

Attendees and Introduction of Special Guests

The following Commission Members, Alternates, and staff of the Archives were present:

The Honorable Robert M. Bell, *Chief Judge, Court of Appeals, and Chairman of the Hall of Records Commission*

Ms. Vicki Fretwell, representing The Honorable Thomas V. Mike Miller, *President of the Senate*

Ms. Pat Bruce, representing The Honorable Mary A. Conroy, *House of Delegates*

Mr. Howard Freedlander, representing The Honorable Nancy K. Kopp, *Treasurer*

Mr. Dennis Fiori, representing Barbara Katz, *President, Maryland Historical Society*

Mr. Boyd Rutherford, *Secretary, Department of General Services*

Mr. Christopher B. Nelson, *President, St. John's College*

Dr. Glenn Phillips, representing Dr. Earl S. Richardson, *President, Morgan State University*

Dr. Whitman H. Ridgway, representing Dr. William E. Kirwan, *Chancellor, University of Maryland*

Mr. Bret Schreiber, representing Dr. William R. Brody, *President, The Johns Hopkins University*

Staff:

Mr. Timothy D. Baker, Deputy State Archivist

Ms. Kathy Beard, Recording Secretary, Maryland State Archives

Mr. John Gartrell, Archivist II, Maryland State Archives

Ms. Jennifer Hafner, Archivist III, Maryland State Archives

Mr. Chris Haley, Archivist V, Maryland State Archives

Ms. Lynne MacAdam, Computer Network Specialist Manager, Maryland State Archives
Ms. Pat Melville, Archivist V, Maryland State Archives
Dr. Edward C. Papenfuse, State Archivist and Secretary, Hall of Records Commission
Mr. Richard H. Richardson, Personnel Officer and Deputy Commissioner of Land Patents
Mr. Rob Schoeberlein, Archivist III, Maryland State Archives
Ms. Emily Oland Squires, Archivist V, Maryland State Archives

Special Guests:

Mr. Christopher N. Allan
The Honorable Dale R. Cathell
Mr. William G. Kerbin, Jr.
Miss Lauren Rutherford, daughter of Secretary Rutherford

Chairman Bell welcomed Chris Allan, Judge Dale Cathell (a colleague from the Court of Appeals), and William Kerbin (Judge Cathell's father-in-law) who has been practicing law in Maryland for 71 years and one month. Mr. Kerbin is over 94 years old and still goes into his office every day.

Special Announcements:

• **Remembrance of Jim Hefelfinger and Judge Harry Cole:**

Dr. Papenfuse reported that on November 5, Jim Hefelfinger, a faithful member of the Archives' staff, passed away. He called the Commission's attention to a fine article in the *Bulldog* written by Rob Schoeberlein paying tribute to Mr. Hefelfinger. In Mr. Hefelfinger's memory, Dr. Papenfuse displayed on the screen Mr. Hefelfinger's favorite photograph of the State House that he colorized and presented to the Archives.

Dr. Papenfuse also asked the Commission to remember Harry Cole. Fifty years ago, Harry Cole was the first African American elected to the Senate and this year would be the 50th anniversary of his election to the Maryland Senate. Dr. Phillips has an article coming out shortly about Harry Cole's life. Dr. Papenfuse advised that the Archives has posted information about Harry Cole on its biographical web site at:

<http://www.mdarchives.state.md.us/msa/speccol/sc3500/sc3520/012000/012087/html/msa1208>
(user name: **aaco** password: **aaco#**).

• **Formation of *Friends of the Archives*:**

Dr. Papenfuse announced that Chris Allan has taken on the job of being President and Resident Agent for the formation of the *Friends of the Archives*. Mr. Allan advised that with the assistance of the Archives' former counsel, Dick Israel, he was able to put together Articles of Incorporation for a non-stock company with the Department of Assessments and Taxation. David C. Troy, who was active in preparing a web site on the 15th Amendment for *Archives of Maryland On Line*, has agreed to be a director.

Reports and Minutes of Previous Meetings

- **Minutes of meeting of April 28, 2004**

Dr. Phillips offered a motion of approval of the minutes as amended by Chairman Bell, seconded by Mr. Freedlander and unanimously approved, the Chairman concurring.

- **Special Meetings and Celebratory Events**

- June 24: Unveiling of portrait of Frances Hughes Glendening at Government House:
Dr. Papenfuse stated that the portrait of Frances Hughes Glendening has been added to the collection of the Commission on Artistic Property and all of the members of the Hall of Records Commission were invited to the unveiling.
- November 9: Talk and reception for Judge Bell at the University of Maryland School of Law;
Dr. Papenfuse had the privilege of attending a talk at the University of Maryland Law School. It was organized by Larry Gibson and was a very interesting program. It was intended to look at the efforts to to change the segregated accommodation policies of the late-1940s. The highlight was the recognition of Judge Bell in Bell vs. Maryland.

Judge Bell identified the people in the picture displayed on the screen: Richard McCoy who was a 17 year old high school student (Judge Bell was 16). Judge Bell and Mr. McCoy were classmates of Dunbar High School and were both arrested on June 17, 1960 when they sat-in at Hooper's Restaurant. Also, Clarence Logan and Doug Sands. Mr. Sands was the first student leader of what soon became known as the civic interest group. Clarence Logan was his successor and remained in charge of that movement through the integration of the restaurants in downtown Baltimore. Logan is an historian who has been keeping a record of what happened and he believes that the movement started at Morgan State College, not in Greensboro, NC as is popularly believed.

- November 18: Unveiling of the Wye Oak Desk in the Rotunda of the State House. Speech by Dr. Papenfuse.

Dr. Papenfuse reported on the ceremony for the unveiling of the Wye Oak desk in the Rotunda of the State House on November 18. A yellow ribbon was placed around the desk in memory of the troops and those fighting abroad. The desk opens up in the front (similar to the Kennedy desk) with a plaque that will have each governor's name from Robert Ehrlich on. Dr. Papenfuse said Henry A. Rosenberg, Jr. paid for the desk and the ceremony, as well as the pamphlet about the desk.

Mr. Nelson offered a motion of approval in recognition of the special meetings of the Commission as defined by standing resolution, seconded by Dr. Phillips and unanimously approved, the Chairman concurring.

Records Retention and Disposal

- Retention Schedules
- Disposals

Dr. Papenfuse stated that records retention and disposal schedules are listings of everything received at the Archives in the way of records and a list of disposals that have been approved. He pointed out that the courts are in the midst of a comprehensive revision all of their retention and disposal schedules, and Pat Melville of the Archives' staff is active on the committee. It is important because criminal court records can be destroyed after 12 years, yet criminal cases are being reopened because of evidentiary material and concerns about performance of lawyers, more than 12 years after cases have been decided. Chairman Bell reported that the Conference of Circuit Court Judges is addressing this issue.

Secretary Rutherford offered a motion of approval of the Records Retention and Disposal

Schedules as presented, seconded by Mr. Nelson and unanimously approved, the Chairman concurring.

Old Business

Archivist's Report and Staff Activities

(see the Maryland State Archives' *Bulldog* for additional details)

- May 6: Dr. Papenfuse addressed the Women's Club of Roland Park;
- May 10: Celebration in the search room for Kim Moreno, Sasha Lourie, and Ryan Polk receiving their MA degrees in May; Salvador Barragan getting married; Thriveni Palanivelu becoming an American citizen; and saying goodbye to the spring interns and to Underground Railroad researcher Ellen Loll;
- May 11: Mr. Baker and Ms. Moreno spoke briefly re: mdlandrec.net at Maryland Land Title Association Annual Meeting;
- May 13: Mr. Swanson attended the Land Record Improvement Oversight Committee meeting;
- May 18: Dr. Papenfuse attended Governor's Consulting Committee Meeting on Historic Sites;
- May 21: Chip DiPaula, Secretary of Budget and Management, visited and toured the Archives;
- May 22: Dr. Papenfuse addressed the Society of Colonial Wars General Delegates;
- May 25: Dr. Papenfuse addressed the Ft. Garrison Chapter of the Colonial Dames of the 17th Century;
- May 25: Dr. Terry was a guest on the Marc Steiner Show panel discussion on Harriet Tubman;
- May 26: Dr. Papenfuse and Ms. Calver met with Delegate Petzold and Dorey Stacks re: Women's Hall of Fame display;
- June 2: Ms. Squires attended the Celebration of the Maryland Women's Heritage Center at Government House;
- July 14: Mr. McCormick met with Maurice Possley, reporter from the Chicago Tribune;
- July 21: Mr. McCormick represented Dr. Papenfuse at the Maryland Historical Society Library Committee meeting;
- July 22: Messrs. Baker and McCormick hosted the Taiwanese Minister of Research, Evaluation and Development with three other officials of the Taiwanese National Archives including a tour of the Archives;
- July 28, August 30, September 29 and November 3: Ms. Melville attended the Circuit Courts Retention Schedule Committee meeting in the Judicial Training Center;
- September: Article by Elaine Rice Bachmann entitled *Circa 1961: The Kennedy White House Interiors* published in the White House History Journal;
 - Dr. Papenfuse said that Ms. Bachmann wrote an interesting article on the White House during the Kennedy years. She is also the co-author of a book on the White House during the Kennedy years.
- September 2: Discovery of cornerstone in the Bloomsbury demolition project;
- September 10: Mr. Schoeberlein attended Crownsville Cemetery dedication;
- September 13: Dr. Papenfuse and Mr. Richardson met with Ren Serey and LeeAnne Chandler with the DNR Critical Areas Commission and Doldon Moore, State Wetlands Administrator with the BPW re: a better understanding of the land patents process and patents for submerged lands;
- September 14: Dr. Papenfuse and Mr. Baker attended the Clerk's Association meeting at the Judicial Training Center;
- September 16: Dr. Papenfuse and Mr. Baker attended meeting with Judge Bell, Scott MacGlashan, David Durfee, Mike Neale and Sally Rankin at the Courts of Appeal Building re: PIA requests for purchase of land record images and bulk index data;

- September 23: Dr. Papenfuse, Mr. Baker and Ms. Moreno met with Jim Reilly, Clerk, Harford County Circuit Court, Mary Bickford (Chief Deputy Clerk), Susan Lochary (Supervisor of Civil Dept.) and Diane Burke (Supervisor of Criminal Dept.) and toured the Archives;
- September 30-October 2: Dr. Papenfuse attended, on behalf of Judge Bell, the seventh annual meeting of the State and Federal Court Historical Society Administrators and Trustees in conjunction with the AASLH annual meeting in St. Louis MO;
- October 8-9: Dr. Papenfuse attended fall meeting of the Historic St. Mary's City Commission;
- October 13: Dr. Papenfuse attended Library of Congress National Digital Information Infrastructure and Preservation Program in Washington D.C.;
- October 20: Dr. Papenfuse attended MLA Advisory Board meeting;
- November 13: Dr. Papenfuse addressed the Broadmead retirees;
- November 15: Dr. Papenfuse and Ms. MacAdam met with Maureen Kavanagh, Mary Louise DeSaaran, and Orlando Ridout, all of the Maryland Historical Trust, to discuss how the MD Historical Trust Sites Survey project should be continued and maintained;
The Archives has been helping the Maryland Historical Trust bring its historic sites surveys on-line. The site was created and all of the historic sites inventories were scanned with support from the U.S. Department of Transportation ISTE A money. Every county is on-line up to last month in terms of what has been submitted to the National Register. He said that Ms. MacAdam is responsible for overseeing all of the work on this project and making this site possible.
- November 15-16: Messrs. Baker and Yang attended Partnerships in Innovation conference hosted by the University of Maryland at the National Archives and Records Administration;
- November 17: Dr. Papenfuse, Ms. Calver, and Sasha Lourie, Archivist III, met with Tom Darden and Ed Blakely re: photo web publishing project for the Governor's office;
- November 18: Dr. Papenfuse addressed Preservation Maryland at its annual meeting as the keynote speaker.

Administrative and Fiscal Matters

- **Budget Issues, Past, Present and Future:**

- July 12: Audit exit meeting for Information Systems Discussion Notes;
- July 13: Audit Exit Meeting - Response of the Ethics Commission re: Audit inquiry

Dr. Papenfuse advised the Commission that, during the Legislative audit, the auditors questioned whether the creation of the new *Historical Atlas of Maryland*, map book constituted a conflict of interest. In June, the auditors asked Dr. Papenfuse to write to the State Ethics Commission, which he did, but the auditors chose to publish their comments before getting a letter back from the State Ethics Commission. As a result, the impression was that Dr. Papenfuse committed a crime when in fact the Ethics Commission praised the Archives for its work and dismissed the claim against Dr. Papenfuse. He invited the Commission to look at the full letter of the State Ethics Commission which is available on-line and read the following excerpt from the letter:

Also, the Commission recognizes that your role as the State Archivist is a unique position in that you play an active role in obtaining additional funding for the agency to pursue documents and other collections, which are important to Maryland's history.

They noted that Dr. Papenfuse had said on his Financial Disclosure Statement everything that he was doing.

The Commission determined that you did not receive a personal financial gain, and, although there may be some benefit to your personal or professional prestige from the publishing of the book, it is difficult to distinguish that gain from the

benefit to the State.

The Commission had some concern because the name of the Johns Hopkins Press was the same as Johns Hopkins University even though there is no relationship between the two when choosing manuscripts. In the future, the Ethics Commission asked that Dr. Papenfuse run any of these projects by counsel formally rather than informally at Hall of Records Commission meetings.

The Commission determined that your primary purpose in obtaining the grant money and loan for the book project was to generate funds for the Maryland State Archives. The Maryland State Archives has received approximately \$38,500 to date from this project.

- October 21: William Honablew (Archives' new legislative budget analyst) and Dave Ryker (Archives budget analyst) met with Dr. Papenfuse and Mr. Baker:

Dr. Papenfuse advised that the meeting with William Honablew, the Archives' new legislative Budget Analyst, went well. Dave Ryker, the Archives budget analyst was also invited to the meeting due to strict instructions from the Department of Budget and Management that an agency cannot talk to the budget analyst without it knowing what is being said. Shortly thereafter Mr. Honablew resigned, and Jim Stoops was reassigned as the Archives' Budget Analyst.

- Budget Submission:

Mr. Baker reported that for the FY2006 budget, the Archives had another 12% reduction totaling around \$302,000. To meet that General Fund budget target, the Archives had to give up all remaining non-salary General Funds so that the only item left in the budget is the rent the Archives pays for warehouses to store permanent record material. The Archives also had to convert more of its staff from General Funds to Special Funds. Now, more than half of the Archives staff are Special Funds, i.e., no tax dollars associated with it. So, after the Archives pays DBM for telephones, telco, rent, and the Treasurer for master lease cost, it begins the fiscal year in a deficit. There is no money for rent, postage, paper, staples, etc. Eighty percent of the Archives budget is now Special Fund related. If it weren't for the fact that most of the Archives staff are involved in a project for the Judiciary, the Archives would cease to exist.

DBM recognizes the untenable situation the Archives is in. Mr. Baker believes that DBM is interested in resolving this in the not too distant future and is holding out hope that there will be a restoration of some of the reductions and that the Archives will be able to cover at least the cost of the warehouse facilities.

The good news is on the Information Technology side where the Archives has successfully integrated almost 60 additional terabytes into its electronic archival storage. It has established high-speed connectivity with the Judiciary to facilitate data transfer and is making security back up copies of records. By the end of this year, the Archives will have finished installing a robotic tape library that will allow it to more seamlessly back this material up onto tape, and it should have in place a new server that will manage all of this. Mr. Baker will be taking this procurement to the Board of Public Works in December.

As of today, Mr. Baker advised that the Archives has posted over 40 million images of land records related to *mdlandrec.net* and is managing over 600 million database records in its storage array. There is a need to install additional air conditioning in the server room and a backup generator to complete the hardware side of this project, and the Archives is working with DBM and the Department of General Services on this.

Mr. Baker also noted that the Archives is working on implementing a more comprehensive implementation of Network Maryland, Maryland's high speed network. The Archives is connected to it but needs to facilitate greater transfer ability of electronic records from other agencies.

On facilities and storage issues, the Archives has an on-going problem of maintaining adequate temperature and humidity control in this building. Mr. Baker thanked Secretary Rutherford for Mr. Steve Noonan's assistance in evaluating the situation and putting forth some recommendations, none of which appear to be very expensive, but will help the Archives to solve some of these problems.

Finally, the Archives will fill all its warehouse space in less than a year. Mr. Baker is working with DGS's real estate division and has a procurement pending on an additional warehouse. This will be the Archives fourth warehouse facility, none of which are temperature and humidity controlled. Mr. Baker views this fourth warehouse as a stop gap measure until the Archives can build more archivally sound space. Mr. Baker also mentioned that there comes a point in time when it is more difficult to manage the records in additional locations. Secretary Rutherford asked if Archives had submitted a Capital Budget request, and Mr. Baker responded that he is working on one with the help of Secretary Rutherford's staff. Mr. Baker said that there comes a point where it will be cost-effective to construct another building and consolidate rather than rent another warehouse facility.

Mr. Schreiber said that Johns Hopkins, in conjunction with College Park, is constructing a new shelving facility to house JHU collections on the campus in Howard County. It will be completed next April, and Winston Tabb is overseeing this project. It is specifically designed for document storage, is climate controlled and has compact shelving. The purpose of this new facility is to be a joint public-private partnership to seek other partners throughout the State. Dr. Papenfuss indicated that he would explore with Winston Tabb the possibility of the Archives participating in the Howard County facility.

Mr. Freedlander stated that he would like to share with the Treasurer any information Mr. Baker has on this capital expenditure. He asked Mr. Baker if the server is going to be a procurement through DBM or DGS, and Mr. Baker responded through DBM.

- mdlandrec.net, report to [joint chairmen](#)
- IT Progress.

- **Facilities Update:**

- **Grants:**

- Gift from the Dorothy and Henry A. Rosenberg, Jr. Foundation, Inc., for the publication of a booklet on the construction of the Wye Oak desk (\$20,000). Mr. Rosenberg has graciously supplied a \$20,000 grant to the Archives for an illustrated children's book about the Wye Oak desk.

Mr. Freedlander offered a motion of appreciation to Henry A. Rosenberg, Jr. for the grant to publish a children's book on the construction of the Wye Oak Desk, seconded by Dr. Ridgway and unanimously approved, the Chairman concurring.

Education and Outreach

- Courses taught and lectures given by State Archivist (see prior resolution on 4/19/2000):
 - Fall 2004: *Legal History Seminar: Leading Maryland Cases*, University of Maryland School of Law;
 - Spring 2005: *Race and the Law: The Maryland Experience*, University of Maryland School of Law;
 - Spring 2005: Teaching *What is History?*, Johns Hopkins University Homewood Campus.
- May 13: Boys' Latin School field trip to Annapolis;
- May 20: Dr. Papenfuse conducted a short presentation with Professor Power on inter-disciplinary teaching efforts (Barron v. Baltimore);
- June 15: Ms. Melville served as judge at National History Day, UMCP;
- June 17: Tom Stuckey of the Associated Press met with Dr. Papenfuse re: Charter Day, June 20;
- July 1: Dr. Papenfuse and Ms. Bramucci conducted workshops at UMBC as part of the Teaching American History program to Baltimore City public school teachers relating to online primary sources available to teachers for incorporation in the classroom.;
- July 14: Ms. Bramucci conducted a workshop at UMBC to Baltimore County public school teachers as part of the Teaching American History Grant;
- July 15: Dr. Papenfuse and Ms. Bramucci conducted workshops at UMBC as part of the Teaching American History in Maryland program to Baltimore County public school teachers relating to online primary sources available to teachers for incorporation in the classroom;
- August 11: Mr. Lourie gave a lecture to a group from the Smithsonian Associates, program entitled: *In Pursuit of Really Fine Furniture: Discovering the World of Beautiful Antiques*;
- August 23: Mr. Haley loaned books/materials and attended Diversity Fair at the Judicial Training Center;
- September 1: Dr. Papenfuse addressed teachers from Salisbury University;
- September 22: Dr. Papenfuse taught a Judicial Institute course on *Maryland Legal History* at the Judicial Training Center;
- September 22: Ms. Bachmann attended *Presenting the White House: A Decorative Arts Symposium*, Decatur House, Washington DC and moderated a panel discussion on the Kennedy White House Restoration;
- September 23: Marty Sullivan, Brownwyn McCarthy and Rod Cofield met with Dr. Papenfuse re: Nutheads;
- October 9: Mr. Lourie presented paper at Museum of Early Southern Decorative Arts (MESDA) on *Men...of some influence in the city: William and Washington Tuck and Annapolis Cabinetmaking, 1795-1838*, Winston Salem, NC;
- October 9: Ms. Bramucci and Messrs. Barnes and Mason talked at Keuthe Library for the Anne Arundel County Historical Society on archival resources for medical institutions in Baltimore;
- November 9: Rob Schoeberlein presented at Londontown Historic Site on the subject of poor relief and almshouses in Maryland.

Recent Gifts, Deposits and Acquisitions

- Special Collections:
 - May 24: Dr. Papenfuse met with Ferdinand Latrobe re: map/document and Robert Catzen re: map collection;
 - June 15: John Eden (92 year old relation Pendergast -- family name, White) met with Dr. Papenfuse;

- June 16: Judge Cathell met with Dr. Papenfuse re: father-in-law's collection; Dr. Papenfuse advised the Commission of a call from Judge Cathell regarding his father-in-law's collection of early Maryland-related material that he was hoping Dr. Papenfuse could appraise and help Judge Cathell understand its value. Dr. Papenfuse agreed to preserve the material using conservation techniques that were as inexpensive as possible but would still protect the material until Mr. Kerbin could figure out what he wanted to do with the collection. Mr. Kerbin kindly agreed to allow the Archives to copy everything, some of which Dr. Papenfuse will be showing the Commission today.

In going through the collection, Dr. Papenfuse came across *The Ulster County Gazette* of January 24, 1800. He explained that Ulster County is in New York and noted that the reason the newspaper is in black and white is because it is the issue mourning the death of George Washington.

Dr. Papenfuse noted an item of great interest to him: a document which is discussed at length by Chief Judge Carroll T. Bond in his introduction to the history of the Court of Appeals. Dr. Papenfuse displayed on the screen the original of what was recorded among the records of the Court of Appeals. It represents a slice in time history of an effort to find labor for the Chesapeake, not slave labor, but convict labor. This particular case centered on the first shipload of convicts sent to Annapolis, earlier than any the Archives had known about. Most of the information about convict servants coming to the Chesapeake Bay is after 1717. Dr. Papenfuse said that this case is one of great judicial complexity because three times the King and Council told the Maryland Court of Appeals what to do and three times they refused to do it, meaning that everything the King and Council decided should be done, wasn't done. This case was being argued by two prominent lawyers: Stephen Bordley on the side of the town and Daniel Dulany on the side of the importer of the convicts. Eventually the contract prevailed. This is an extraordinary original that carries the crown seal and the signature of the then Attorney General of Great Britain. How this document got to the Eastern Shore is a question that Dr. Papenfuse would love to have answered, but it is a mystery that stays with Mr. Kerbin's father.

Dr. Papenfuse displayed on the screen for the Commission the Table of Contents of Mr. Kerbin's collection. He said in addition to this 1724 reprimand from the King and Council to the court system of Maryland, there are also some wonderful letters of Ceasar Rodney from the Eastern Shore who was a signer of the Declaration of Independence from Delaware. Dr. Papenfuse advised that this is probably the largest single collection of Ceasar Rodney autographs not in a collector's hands at the present time.

In the collection is another document submitted in the dispute between Lord Baltimore and William Penn over the boundary between what would become Pennsylvania and Maryland. It is a discussion of the Maryland Charter and what were the boundaries of the Charter and what were the privileges and important aspects of the Charter as they related to Maryland's Eastern Shore.

Dr. Papenfuse told Mr. Kerbin that it was a pleasure to review these materials and exciting to be able to read and help preserve them. While he understands they are a private treasure, Dr. Papenfuse encouraged them coming to the Archives some day, if at all possible. He appreciates Mr. Kerbin's willingness to share his collection and asked if he could tell the Commission how they came into the family.

Mr. Kerbin said that his father was a New York attorney who came to Princess Anne and then Snow Hill. His father tried a murder case and died early. Mr. Kerbin's father had a big safe in the office, and Mr. Kerbin just picked up these materials and put them in one of his fire-proof filing cabinets. About five months ago, one of the partners handed them back to him. Mr. Kerbin gave them to his daughter, Charlotte, who in turn gave them to Judge Cathell.

Dr. Papenfuse told Mr. Kerbin that his collection is on deposit at the Archives and available for someone to come in and appraise it. Judge Cathell said the first step is to find out everything about it. Both Mr. Kerbin and Judge Cathell expressed their appreciation to Dr. Papenfuse for all he has done and for allowing them to deposit this collection at the Archives, and Dr. Papenfuse said it was an honor and pleasure to have Mr. Kerbin and Judge Cathell with us today and thanked them for sharing the collection.

- September 9: Marty Madden met with Dr. Papenfuse re: special collection;
 - September 27: Dr. Papenfuse met with John Emler re: surveys;
 - November 10: Dr. Papenfuse met with Mark Mumford, Clerk of the Kent County Circuit Court and Mr. William Nuttle concerning Mr. Nuttle's survey collection.
- Government Records
 - June 24: Francis Zumbrun, DNR, Green Ridge State Forest met with Richard Richardson and Rob Schoeberlein re: delivery of first transfer of GRSF records to Archives
 - Archives Endowment Fund

Mr. Freedlander offered a Resolution of Appreciation for the recent gifts, including other special collections received but not described, seconded by Dr. Ridgway and unanimously approved, the Chairman concurring.

Archives of Maryland On Line

- Finding Aids, Reference Services, and Publications:
 - on-line comprehensive guide to records
 - mdlandrec.net
 - archivesofmd.net
- Summer 2004 Internship Program
 - June 11: Seminar: Finding Records at the MSA - Finding Aides, Indices, Search Engines by Pat Melville;
 - June 14: Seminar: Records Handling, Care, and Preservation by Vicki Lee and Jennifer Cruickshank;
 - June 16: Meet the State Archivist of Maryland, Dr. Edward C. Papenfuse;
 - July 7: Presentation by Ryan Polk on *A Case Study in Baltimore Conniourship*;
 - July 12: Seminar: Rob Schoeberlein to discuss the photographic collection in the Oblate Sisters' archival holdings;
 - July 12: Presentation by Sister Mary Reginald re: *Black Nuns in a Slave Society: First Sisterhood of African Americans* sponsored by the Maryland Humanities Council;
 - July 23: Presentation by Leonard Blackshear and Judy Cabral of the Kunta Kinte-Alex Haley Foundation;
 - July 28: Seminar: Bill Sleeman, Government Documents Librarian, Thurgood Marshall Library, University of Maryland Law School;
 - August 2: Field trip to Roedown Farm;

- August 4: Presentation by Sasha Lourie, *Have honestly and fairly laboured for money: William and Washington Tuck and Annapolis Cabinetmaking, 1795-1838*;
- August 9: Ms. Bachmann and Mr. Lourie conducted walking tour of State House and Government House;
- August 16: Farewell reception.

Dr. Papenfuse invited Emily Squires who manages the Archives internship program to give a report on this year's highlights. Ms. Squires pointed out that she has tried to cultivate a year round intern program but the summer is where the Archives focuses its paid internship programs. A copy of Ms. Squires' report is appended hereto and made a part of these minutes.

Ms. Squires introduced her deputy in the research department, Jennifer Hafner, who managed the Women's History, Maryland Women's Hall of Fame Exhibit. Ms. Hafner took the Commission to the on-line exhibit that was put up two to three years ago by an Archives' intern. The Maryland Commission on Women donated funding for intern, Amy Hobbs, who is a graduate student from the University of Maryland College Park, and was completing her Ph.D. in literature. She helped create a donor database for the new Maryland Women's Heritage Center, among other things. She also conducted research on and wrote biographies of Maryland Women's Hall of Fame honorees starting with the 2004 honorees. Ms. Hobbs created nine extensive biographies that available on-line.

Ms. Squires introduced Chris Haley to present on the progress made on the Underground Railroad, Beneath the Underground project. Chris Haley took the Commission to mdslavery.net and explained that the main focus was to make the underground railroad not just about Harriet Tubman and Frederick Douglass or a source of information about African American history, but part of a source of educational opportunities for schools and students around the area.

Mr. Freedlander asked if this project is connected to the MPT Thinkport and Mr. Haley said that it is and that there are case studies that the Archives provided.

Mr. Haley introduced John Gartrell, a 2004 graduate of Morgan University and staff member of the Archives, to demonstrate how to use the web site to teach. Mr. Gartrell advised that there were nine interns working on this project; seven interns conducted research and two interns worked on the mapping element. Dr. Papenfuse pointed out that eventually there will be hyperlinks that will take you to the history of the entire Roedown Plantation. Mr. Gartrell showed the Commission an example of a biography, inventory, and census records.

Forthcoming special meetings of the Commission and events of interest

- January 10: Dr. Papenfuse to meet with Jean Barry-Molz at Blakehurst Retirement Community re: map of Canton;
- March 18: Dr. Papenfuse to teach Maryland Legal History course on *Industrialism, Depression, War, 1867-1945*, at the Judicial Training Center;
- March 24: Dr. Papenfuse to participate in Maryland Day ceremonies to present prizes to the winners

- of the Maryland Colonial Society essay contest;
- March 25: Dr. Papenfuse to give Maryland Day address in St. Mary's City, MD;
 - March 31-April 1: Dr. Papenfuse to attend the 2005 OAH Annual Meeting, *Historians and their Publics*, in San Francisco CA;
 - April 6: Dr. Papenfuse to address the Wednesday Club at the Maryland Club;
 - June (date to be announced): Dr. Papenfuse to serve as lecturer for both sessions of the Landmarks of American History workshop for teachers sponsored by St. Mary's College of Maryland and Historic St. Mary's City;
 - June 20: Dr. Papenfuse to address the Carroll County Genealogical Society at Deer Park United Methodist Church in Smallwood MD;
 - October 18: Visit by Questers to see the preserved Kent County books and Dr. Papenfuse to give presentation and tour of the Archives.

Next meeting

At the call of the Chair for some time in spring.

Adjournment

There being no further business to discuss, Mr. Freedlander offered a motion to adjourn at 1:46 p.m., seconded by Dr. Ridgway and unanimously approved, the Chairman concurring.

Approved by the Hall of Records Commission, April 19, 2005.

The Honorable Robert M. Bell, Chairman

Edward C. Papenfuse, Jr., Secretary

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Hall of Records Commission Meeting
Summer Internship Program 2004 Report

The Maryland State Archives hosted a very successful internship program this year.

- It was the largest ever program in terms of applicants (68% increase over last year), interns employed (48 for the fiscal year), and projects undertaken (26)

- Volunteer student internships to meet community service requirements increased by 150%

- Cooperative funding was received from many sources: The US Department of Education, Morgan State University, Maryland Commission for Women, and several private donors (Martenet, Sen. Lapidus, and Kathy Blue)

- Diverse nature of project undertaken (please consult the Summer 2004 Bulldog newsletter for details)

- traditional archival tasks of original records appraisal of land records, processing and description of a former legislator's papers and Plats, inventorying of art collections in the Baltimore City Court, and the transcription of land patents and papers of the War of 1812

- our conservation program conducted a thriving program mending books (by teaching interns basic skills, the staff can concentrate on complex, large scale projects while mentoring the students)

- more modern archival tasks of IT programming and records digitization of a significant collection of surveyor's files and interactive mapping

- research projects (Underground Railroad and Women's Hall of Fame)

The Archives presented a number of education seminars/events for the students during the internship program.

- training seminars by staff members on records handling, use of finding aids, and practical on the job knowledge

- topical seminars by staff and outside guest speakers on different aspects of the work of historians/archivists/museum professionals/librarians (such as furniture, biography, the history of the Oblate Sisters, art, government documents, and digitization projects)

- 2 off-site field trips (walking tour of the State House and Government House and a bus trip to Roedown Plantation)

All time by both staff and outside speakers was donated to the program. We even received a donated bus to use for the field trip.

Through the cooperation of other state agencies and institutions, the good will of private citizens, the hard work of staff, and the enthusiasm of our student interns, the program was a productive, all around success.

Now we will highlight the work of two ongoing programs:

- the Women's Hall of Fame Exhibit Online

- the Underground Railroad Project