

STATE ARCHIVES

MISSION

The State Archives is the central depository for Maryland government records, and certain designated private records of permanent value. Holdings date from 1634 to the present. They include colonial and State executive, legislative and judicial records; county probate, land and court records; municipal records; and publications and reports of State, county and municipal government. Special collections preserve records of religious bodies (particularly as they relate to the recording of births, deaths, and marriages), businesses and associations, fine and decorative arts, as well as maps, newspapers, photographs, and private papers, including oral histories. Our central mission is to appraise, acquire, describe, preserve, and make electronically available the permanent records of the past, while providing reliable current information about Maryland State, county and municipal government. Materials are made accessible through a secure and (where appropriate) web-enabled environment, continually compiled and updated for the benefit and use of Maryland citizens and public officials.

VISION

A state that preserves government records (as well as certain designated private records) and provides access to them in a convenient, cost-effective manner, and in a web-enabled environment.

KEY GOALS

- Goal 1.** Identify, appraise, acquire, describe, preserve, and make accessible records deemed to have permanent historical, administrative, fiscal, legal or educational value. Where appropriate, make these materials electronically available.
- Goal 2.** Describe the agencies, budgets, functions, historical evolution, organizational structure, origin, personnel, reports (mandated) and other aspects of State, county and municipal government in the *Maryland Manual On-Line*.
- Goal 3.** Facilitate a broad and better understanding of the archival record through educational programs and published historical works searchable at the *Archives of Maryland Online* website (<http://aomol.net>).
- Goal 4.** Manage, conserve, and exhibit State fine arts collections.

STATE ARCHIVES

D60A10.01 ARCHIVES - STATE ARCHIVES

PROGRAM DESCRIPTION

The State Archives identifies, appraises, acquires, describes, preserves, and makes permanent records accessible within a secure environment. The agency also describes the origin, functions, structure, personnel, and other aspects of Maryland State, county and municipal government, and encourages the study of Maryland history and government.

MISSION

Our central mission is to acquire, describe, preserve, and make electronically available (in a secure and dynamic environment) the permanent records of the past, while providing reliable current information to the public for a better understanding of Maryland government and history.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. Identify, appraise, acquire, describe, and preserve records deemed to have permanent historical, administrative, fiscal, legal or educational value.

Objective 1.1 Accommodate all permanent records transferred to the Archives through Fiscal Year 2009.

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Record storage capacity (cubic feet)	331,556	331,556	331,556	331,556
Records in custody (cubic feet)	274,251	299,216	324,216	349,216
Outcome: Storage capacity filled	83%	90%	98%	105%

Objective 1.2 Through Fiscal Year 2009, monitor and assess requirements for the permanent storage of electronic records that are legally mandated to be transferred to or backed up by the Archives, and provide the information technology infrastructure to accomplish these objectives.

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Electronic record storage capacity (gigabytes)	94,700	94,700	153,600	153,600
Outputs: Electronic data managed (gigabytes)	65,000	70,200	73,365	76,530
Website files online (images, htmls, etc.)	158,938,394	183,111,023	216,298,042	249,485,061
Database records managed (millions)	6,191	10,474	14,474	16,474
Efficiency: Ratio of electronic data managed to storage capacity	69%	74%	69%	50%

Goal 2. Make accessible records of permanent value. Where appropriate and possible, make those records available electronically.

Objective 2.1 By Fiscal Year 2009, increase data transferred via the Web by at least 12,000% over Fiscal Year 2004.

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Inquiries received via traditional sources	52,956	131,667	145,000	160,000
In person visits to the Archives	7,621	7,061	7,600	7,600
Website requests (hits on servers in thousands)	156,799	605,265	1,210,531	2,421,062
Outputs: Items circulated to Searchroom (in person)	8,294*	8,646	8,800	9,000
Data transferred via Web (gigabytes)	10,834	48,539	97,078	194,156
Outcome: Increase in data transferred electronically**	609%	3,079%	6,257%	12,615%

* does not include records distributed on microfilm, now a self-service operation

** calculated from Fiscal Year 2004 baseline of 1,527 gigabytes

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D60A10.01 ARCHIVES - STATE ARCHIVES (continued)

Goal 3. Facilitate a broad and better understanding of Maryland government and the archival record through the *Maryland Manual*, educational programs, and published historical works.

Objective 3.1 In Fiscal Year 2009, continue to describe the agencies, budgets, functions, historical evolution, organizational structure, origin, personnel, reports (mandated), and other aspects of State, county and municipal government in the *Maryland Manual On-Line*.

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Government agencies described	662	676	676	676
Outputs: Files maintained, compiled, edited, & posted	7,368	8,256	9,081	9,989
Graphics accessioned & scanned	236	694	500	500

Objective 3.2 In Fiscal Year 2009, add value to the understanding of the archival record by interpretation of records, electronic publication of historical compilations and analyses, and research on the constitutional, legal, legislative, judicial and administrative basis of Maryland government (<http://aomol.net>), and the Legacy of Slavery in Maryland (<http://mdslavery.net>).

	2006	2007	2008	2009
Performance Measures*	Actual	Actual	Estimated	Estimated
Outputs: Number of volumes in <i>Archives of Maryland Online (AOMOL)</i>	732	476	758	770
Number of individuals identified by <i>Legacy of Slavery</i> project	23,667	23,785	24,885	25,000
Number of outreach activities completed by <i>Legacy of Slavery</i> staff	49	56	65	80
Image files of the <i>AOMOL</i> posted on web	531,499	558,598	578,598	598,598
<i>AOMOL</i> website requests	5,003,872	10,357,082	12,428,498	14,914, 198
Outcome: <i>AOMOL</i> increase usage over prior year	34%	107%	20%	20%

* measurements are of non-land record-related volumes

STATE ARCHIVES

D60A10.02 ARTISTIC PROPERTY - STATE ARCHIVES

PROGRAM DESCRIPTION

The Commission on Artistic Property is the official custodian of the State's art collections. Artistic Property, Conservation, Outreach, and Exhibits is responsible, through the Commission on Artistic Property, for the care and management of all State-owned art objects that comprise the Annapolis Collection and the Peabody Art Collection. This program provides research on the State House and Government House and support for the State House Trust and Government House Trust and creates exhibitions of State-owned art collections and other archival materials.

MISSION

To manage the State art collections through their proper appraisal, storage, and conservation. To provide support for activities of the State House Trust and Government House Trust and research the documentary history of the State House and Government House. To interpret and exhibit State-owned artwork through display in public buildings and other places accessible to the public.

VISION

A state that promotes an understanding of its most historic buildings and an appreciation of the visual and decorative arts through the exhibition and interpretation of its artistic property.

KEY GOALS AND OBJECTIVES

Goal 1. Inventory, catalogue, insure, and preserve State art collections

Objective 1.1 Inventory and catalog 100% of State art collections on an annual basis.

	2006 Actual	2007 Actual	2008 Estimated	2009 Estimated
Performance Measures				
Inputs: Annapolis Collection:				
Fine arts objects	1004	1037	1057	1077
Insured value of collection (in millions)	\$10,409	\$10,900	\$11,000	\$11,000
Peabody Collection:				
Fine arts objects	368	368	368	368
Works on paper watercolors, drawings & prints	1,100	1,100	1,100	1,100
Insured value of collection (in millions)	\$19,205	\$19,205	\$19,205	\$19,205
Outputs: Completion of inventory of Annapolis and Peabody Collections:				
Capitalized fine arts objects inventoried	100%	100%	100%	100%
Quality: Rate of compliance with government regulations to inventory State art collections	100%	100%	100%	100%

Objective 1.2 By the close of Fiscal Year 2010, conserve 100% of State art from the Annapolis Collection that are on public display and are classified as being in poor or fair condition (per 2000 condition survey) in order to preserve the State's investment in the Collections and increase the number of works available for exhibition. By the close of Fiscal Year 2010, conserve 100% of State art from the Peabody Collection classified as being in poor or fair condition (per 2001 condition survey) in order to preserve the State's investment in the Collection and increase the number of works available for exhibition.

	2006 Actual	2007 Actual	2008 Estimated	2009 Estimated
Performance Measures				
Inputs: Annapolis Collection:				
Items in poor condition	215	215	220	225
Items in fair condition	314	314	319	324
Peabody Collection:				
Fine arts objects in poor condition	154	154	154	154
Fine arts objects in fair condition	94	92	91	89

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D60A10.02 ARTISTIC PROPERTY - STATE ARCHIVES (continued)

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Fine arts objects in good condition	120	153	163	173
Works on paper in poor condition watercolors, drawings & prints	109	109	109	109
Works on paper in fair condition	647	647	647	647
Works on paper in good condition	344	344	344	344
Outputs: Annapolis Collection objects conserved	5	6	10	10
Peabody Collection fine arts objects and works on paper conserved	3	2	1	1
Outcomes: Items in poor or fair condition conserved	.5%	0.3%	0.6%	0.6%
Efficiency: Annapolis Collection fine arts in good condition	47%	49%	49%	49%
Peabody Collection fine arts objects and works on paper in good condition	31.6%	31.6%	31.6%	31.6%

Goal 2. Provide public access to State art collections.

Objective 2.1 By June 2009, increase the number of items in Annapolis and Peabody Collections on display to the public.

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Annapolis Collection total number of items (capitalized inventory only)	749	782	802	822
Peabody Art Collection total number of items (not including works on paper collection)	368	368	368	368
Outputs: Annapolis Collection items on display (capitalized inventory only)	645	678	698	718
Peabody Art Collection items on display (not including works on paper)	139	141	143	145
Outcome: Annapolis Collection items on display	86%	87%	87%	87%
Peabody Art Collection items on display (not including works on paper)	37.8%	38%	39%	39%

Objective 2.2 By June 2009, increase the number of online catalogue pages for State art collections available on the web by 10% in order to increase public awareness of the Collections.

	2006	2007	2008	2009
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Online catalogues of art	447	877	890	900

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DISCUSSION OF PERFORMANCE – UNITS OF MEASUREMENT

The Managing for Results (MFR) submission for the State Archives highlights critical functions of the agency and articulates a plan for achieving measurable results in the programs most important to our mission. Goals for the Archives' principal program (DA10.01) focus on the core requirements of the agency to:

- Serve as custodian of the State's permanent records and collections
- Make accessible records of permanent value
- Provide intellectual interpretation

Fundamental Infrastructure. MFR and budget documents together define the fundamental infrastructure required for a successful archives. Requirements include a physical infrastructure (storage for permanent records) and information technology infrastructure. The IT infrastructure will provide:

- Archival storage for security backup of certain records and records converted from paper to electronic form
- Efficient and cost-effective delivery of records, and of important interpretive and analytical work
- Access to records through search engines and finding aids

Electronic Records. Since Fiscal Year 2002, the Archives has taken the lead in confronting a revolution in the very nature of government records: how they are created, stored, and made accessible. Almost overnight, the paper world has been overtaken by the advent of the electronic record, a medium that has grown far faster than the ability of archives all over the world to cope with it. The move to automated systems at all levels of government presents this and all archives with enormous challenges and exciting opportunities. The challenges include finding the resources to store and make accessible the huge volume of electronic records created each day by government. If this can be done, then basic services and records that relate to the lives of Marylanders, and the interaction between the public and their government will be available at the click of a mouse.

Electronic Archives. To meet these challenges, the primary response of the Archives has been to create a truly viable and permanent electronic archives. Such an archives ensures long-term access to and preservation of important records and will serve as a model for the future development of an electronic archives. Initiatives to sustain the electronic archives include image reference and retrieval systems for:

- *aomol.net* Archives of Maryland Online, currently providing access to over 558,598 historical documents that form the constitutional, legal, legislative, judicial, and administrative basis of Maryland's government
- *mdlandrec.net* Land Records and their indices in Maryland
- *plats.net* Land Survey, Subdivision, and Condominium Plats
- *mdihp.net* Maryland Historical Trust's Historic Sites Survey materials
- *mdgovpics.net* Photos (contemporary) taken by the State's photographers
- *mdhistpics.net* Photos (historical) from the Archives' special collections (under development)

In Fiscal Year 2007, the program focused on completing the initial development and implementation of *mdlandrec.net*. Initiation of *plats.net*, ELROI (the courts' recordation system), and the *mdlandrec.net* partnership has enabled Maryland to become the first state in the nation to provide efficient and cost-effective access to existing records relating to land use and ownership. This effort also insures a means by which to preserve and make accessible those records that the Courts identified as in danger of being lost forever. In addition, *mdlandrec.net* helps secure the State's significant investment in the digital imaging of land records by enabling older ELROI images to migrate to a cost-effective archival environment.

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By the end of Fiscal Year 2007, *mdlandrec.net* was fully implemented in all 24 circuit courts. In the process, the Archives acquired and migrated 161,868,112 land record and index images into the Archives' mass storage arrays. At the same time, the Archives generated archival microfilm and provided security duplicates of some 13,382,920 images of recent filings from the courts. Moreover, the Archives added 25,411 images to *plats.net*, Maryland's digital system for accessing plats. As of June 30, 2007, the Archives, in sum, made available more than 162,911,813 digital images of Maryland plats, land records, and indices through *plats.net* and *mdlandrec.net*.

Now completed, the first phase of *mdlandrec.net* encompassed a 60-year retrospective (from the present back in time). In Fiscal Year 2008, the next phase will focus on:

- Placement online of all remaining land records and index books
- Development of greater system security; faster, more effective searching capability; and upgraded database and operating system structures
- Implementation of a disaster recovery and business continuity model
- Image improvement and record reconstitution for those images scanned from poor quality microfilm
- Validation and verification checks to guarantee image quality.

By the end of Fiscal Year 2008, this joint partnership with the Judiciary will afford the electronic storage and servers necessary to archivally preserve more than 200,000,000 plat, land record, and index images, and to provide enhanced public access to them.

The documented achievements of these interagency land record initiatives (ELROI, *mdlandrec.net*, & *plats.net*), impressive as they may be, represent just a portion of the challenge confronting the Archives. Thousands of records - many of them vital to the lives of our citizens - urgently require preservation in electronic form. The success of these initiatives (well documented in the MFR) serves as a model for meeting this challenge, and demonstrates the efficiency with which self-help digital delivery of records can improve archival service, reduce costs, and promote preservation.

Archives – Custodian of the Permanent Record (Goals 1 & 2, DA10.01)

To care for and maintain the integrity of government records requires basic storage facilities, an information technology infrastructure, and reference services.

Storage Facilities

The most basic requirement for records preservation is to move records from a costly (often destructive) office environment to the secure and environmentally stable custody of the State Archives. A huge obstacle to achieving this primary objective is the lack of space in which to safely house archival material. Presently, in addition to the Dr. Edward C. Papenfuss State Archives Building in Annapolis, three adjunct facilities hold government records. Together, they store 299,216 cubic feet of permanent record material. Significantly, nearly half of that amount resides in substandard, rented facilities. Fluctuations in temperature and humidity destroy paper records. The lack of ANY temperature and humidity controls in the rented spaces threatens the longevity of these permanent records. The plan to build an archival facility, approved in the five-year capital budget plan, should be fast-tracked to remedy of this situation.

In addition, despite the migration from paper to electronic records in government, the quantity of permanent records created by State and local government continues to grow. The rate of growth is now impossible to gauge due to inaccurate and incomplete reporting of record retention schedules to the Department of General Services (DGS). Several years ago the incomplete records inventory conducted by DGS estimated an additional 164,913 cubic feet of permanent material still housed with originating agencies. This estimate is bound to be sorely inaccurate now.

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Information Technology

In Fiscal Year 2007, the Archives received 605,265,413 requests for data on our website and transferred 48,539 gigabytes (47 terabytes) to fulfill these requests. We expect that by the end of Fiscal Year 2009 we will transfer 12,000% more data to the public per year than in Fiscal Year 2004. By the end of Fiscal Year 2007, the vast holdings of the Archives were managed by over ten billion database records.

Reference Services

In the past, genealogists and historical researchers constituted a major component of the Archives' patronage. Visits by these traditional groups have leveled off in recent years. Newer patrons have an immediate need for access to vital records, deeds to property, criminal and civil court cases, tax assessments and a wide variety of other documents needed for legal purposes. Indeed, the Archives provides these researchers with the essential evidence they need to secure and protect their rights.

To aid the new patron seeking more contemporary records, a new model for reference services affords services through the Internet. Some facts:

- o *plats.net* In FY 2007, users of plats.net accessed 1,860,238 plat images 97.6% from their homes and offices
- o *mdlandrec.net* The Archives has over 40,000 subscribers to mdlandrec.net compared to 7,061 visitors to our Search Room for all of last year
- o *mdgovpics.net* Thousands of photos are downloaded. In the past, photos were developed by traditional means and sent via U.S. mail at considerable expense.
- o *Mdvitalrec.net* In the past, obtaining a copy of a vital record (birth and death), entailed searching index information at the Archives. By placing some of the indexes online, the Archives allows customers to do their own research and thus speed up retrieval. Last year, 56% of all orders were from individuals who found their own index reference online without the help of an archivist.

Reference Services continues to serve the Maryland courts and other State agencies by maintaining records in a secure and safe environment, and by providing timely access, either traditionally through paper copies or electronically with on-line access. Given the increase in the transfer of court and other State agency records to the Archives and its three off-site warehouses, the demand for access will only grow. The Archives could do an even more efficient and effective job if all the records were located centrally in our main building in Annapolis, rather than being dispersed in three off-site locations.

Archives Providing Intellectual interpretation (Goal 3, DA10.01)

An important function of the Archives is to add value to the archival record by interpreting primary documents and making the results accessible through electronically published historical compilations and analyses. By conducting such research, the Archives serves constituencies that include legislators, government officials, attorneys, historians, teachers, students, land title researchers, genealogists, and the general public.

Archives of Maryland Online

During Fiscal Year 2007, the Archives of Maryland Online (<http://aomol.net>) placed on the web over 27,000 pages of material related to Maryland history (not including the land record material noted above). The main priority remained the Laws of Maryland from the last quarter of the twentieth century. Work also focused on making the House of Delegates Proceedings from the nineteenth century available, along with early judicial records from State and county courts, and the 1798 Federal Direct Tax List for Maryland. All of these sources are placed online initially as images, and fully searchable text is added later as time and resources allow. Staff will continue to work with these images through Fiscal Years 2008 and 2009 in an effort to provide access to records which form the constitutional, legal, legislative, judicial and administrative basis of Maryland's government.

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Legacy of Slavery in Maryland

In Fiscal Year 2002, using largely volunteers, the Archives began biographical, demographic and geographical research related to the Underground Railroad in Maryland. This study produced a database of approximately 24,000 documented cases of slave flights and well over 100,000 electronic records related to free and enslaved blacks. Focusing primarily on 1830 to 1860, these database records were made publicly accessible and searchable on the web (<http://mdslavery.net>) in Fiscal Year 2007. They provide significant genealogical and historical insight into the heritage of Maryland's African-American community.

Research initially was supported by a \$25,000 grant from the National Park Service awarded because of the unique perspective and wealth of primary resources the Archives offered. To continue the work the Archives also won a competitive grant in Fiscal Year 2003 of \$250,665 and, in Fiscal Year 2004, a second competitive, multi-year grant of \$544,000 from the U.S. Department of Education. To support the initiative, the Archives has formed a number of public private partnerships and with the Reginald F. Lewis Maryland Museum of African American History and Culture the Archives established a partnership to feature the results of this research on public computers in the Museum's resource center. In Fiscal Year 2007 the Archives successfully completed the U.S. Department of Education grant project. To enable this groundbreaking work to continue the Legacy of Slavery staff is seeking partnerships with the City of Annapolis, the Prince George's County Historic Preservation Commission, the Maryland Land Title Association Foundation, and the Association for the Study of African American Life and History.

Conclusion

It is the Archives essential mission to appraise, acquire, describe, preserve, and make electronically available the permanent records of the past, while providing current information about Maryland and its State, county and municipal governments. With the advent of electronic government the Archives also must assume increasingly greater responsibility for disaster recovery and continuity planning for State government.

Since 1995, the Archives has led in the electronic delivery of services to Maryland citizens. Through its partnership with Maryland's Judiciary, the Archives has inaugurated a model electronic archives that has proven a success. With *plats.net* and *mdlandrec.net* on the internet, customer traffic in the court has been diminished. The ease of access has afforded an economic benefit to the State and to the companies that use these legal instruments. This phenomenal increase in access to public records was accompanied by a similar increase in the effective preservation of these materials. Hundreds of thousands of originals were retired from public circulation and transferred to secure archival storage. They were replaced by digital copies that could be more easily and widely distributed than ever was possible with the originals. This effort will continue through Fiscal Year 2009, making it possible to retire tens of thousands of deteriorating at-risk original land records from public circulation in the courthouses, placing them in archival storage, and effectively preserving them for future generations. At the same time, these materials are being made available digitally to a far broader constituency than was ever dreamed of at any prior time in history.

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DA10.02 ARTISTIC PROPERTY

The State of Maryland is extremely fortunate to own two art collections that are of enormous national artistic and historical importance - the Annapolis Collection and the Peabody Collection. Both are important cultural assets for Maryland and its citizens. Both collections are made accessible to the public through exhibitions within the Annapolis complex, at cultural institutions in Baltimore, and on the Archives' website.

Collected by the State over more than two centuries, the Annapolis Collection is on display throughout the Annapolis complex and adds immeasurably to the interpretation of these public buildings, especially of the State House. Without the portraits of Maryland's four Signers of the Declaration of Independence and paintings of Washington, Lafayette and Tilghman at Yorktown and Washington Resigning His Commission, the State House would not be nearly as historically and artistically interesting as it is today.

Assembled by prominent Baltimoreans, the Peabody Collection is a significant collection of American and European art of the 18th, 19th and 20th centuries. Recent loan requests for paintings in the Peabody Collection have come from major cultural institutions in Europe and the U.S. This collection, once largely unknown, has been made more accessible through imaging technology and is an important resource for art history scholars around the world.

Through Fiscal Year 2008, the Commission will continue work on conserving some of the most historically and artistically important items in the Collections, beginning with the renowned portraits of William Pitt and William Paca. We are gratified that the State is recognizing the importance of the art work it owns and is taking responsibility for its long-term preservation. To supplement State funds, the Commission also seeks other funding sources for conservation: through loans to other institutions which have agreed to pay for conservation of borrowed items, and through grants to conserve specific, historically important works of art. Commission staff also works closely with the staff of Government House on matters relating to artwork and exhibits, and the preservation of the residence and its furnishings.

In Fiscal Year 2007 work began to completely transform the visitor experience to the State House. Commission staff supervised the development of a Visitor Experience Master Plan for the State House, and an Historic Furnishings Report for the recreation of the Old House of Delegates Chamber as it existed in the high Victorian style of the 1870s. The Commission will be submitting requests for funding of these important projects.

STATE ARCHIVES

Objectives and Strategies Fiscal Year 2009

D60A10.01 ARCHIVES - STATE ARCHIVES

Objective 1.1 Accommodate all permanent records transferred to the Archives through Fiscal Year 2009.

- Strategy 1.1.1 Continue to monitor requests for records transfers to ensure that they do not exceed capacity
- Strategy 1.1.2 Continue to work with DGS and DBM to develop a facilities master plan to build an archival facility to accommodate those records now housed in substandard, rented facilities
- Strategy 1.1.3 Provide daily updates to land record index data
- Strategy 1.1.4 Process, on a daily basis, all land record instruments transferred from the courts

Objective 2.1 By Fiscal Year 2009, increase data transferred via the Web by 12,000% over Fiscal Year 2004 actuals.

- Strategy 2.1.1 Increase storage capacity while retiring the Hitachi 5400 series storage array
- Strategy 2.1.2 Continue to monitor use of critical applications and add server, load-balancing and bandwidth capacity as necessary
- Strategy 2.1.3 Rescan from paper or use image enhancing techniques to make more legible those images derived from poor microfilm
- Strategy 2.1.4 As resources allow, scan more indexes and record series and make them available via the web
- Strategy 2.1.5 Provide emergency failover and disaster recovery capability for major applications

Objective 3.1 In Fiscal Year 2009, continue to describe the agencies, budgets, functions, historical evolution, organizational structure, origin, personnel, reports (mandated), and other aspects of State, county and municipal government in the *Maryland Manual On-Line*.

- Strategy 3.1.1 Maintain online current information about agencies budgets, functions, historical evolution, organizational structure, origin, personnel, and reports in the *Maryland Manual On-Line*.
- Strategy 3.1.2 Preserve and make accessible for research electronic government publications and reports.

Objective 3.2 In Fiscal Year 2009, add value to the understanding of the archival record by interpreting records and making the results accessible through electronically published historical compilations and analyses, and research on the constitutional, legal, legislative, judicial and administrative basis of Maryland government (<http://aomol.net>), and the Legacy of Slavery in Maryland (<http://mdslavery.net>).

- Strategy 3.2.1 Apply for additional grants for the Legacy of Slavery program to continue and expand its research.
- Strategy 3.2.2 Convert Archives of Maryland Online (aomol.net) to a more up-to-date, less labor intensive, more user-friendly model. Migrate existing file formats to pdf format.
- Strategy 3.2.3 Continue to answer research inquires from government agencies, officials, and the press, and prepare research materials for use in speeches and presentations by the State Archivist. Scan related materials and place them online.
- Strategy 3.2.4 Pursue a volunteer pilot project on Black Entrepreneurship in Maryland to be researched in greater depth upon receipt of new grant funding.
- Strategy 3.2.5 Conduct cooperative research on and seek grant funding for the history of the Maryland Commission for Women and Maryland Women in the Law.
- Strategy 3.2.6 Continue to assist local law school students and the State Archivist in the random sampling, appraisal, and analysis of our court files, and teach students how to find and read historical records.
- Strategy 3.2.7 Continue to manage the student outreach and intern programs to mentor young people interested in the archival field who contribute significant work towards the core goals of preservation, research, and providing access to the Maryland records.

DA10.02 ARTISTIC PROPERTY - STATE ARCHIVES

STATE ARCHIVES
Objectives and Strategies Fiscal Year 2009

Objective 1.1 Inventory, catalogue, and insure 100% of State art collections on an annual basis.

Strategy 1.1.1 In Fiscal Years 2008 and 2009 conduct an annual physical inventory of all State artwork. Revalue the most important works and report updated insurance values to the appropriate fiscal officers.

Objective 1.2 By close of Fiscal Year 2010, conserve 100% of State art objects in the Annapolis Collection that are on public display and are classified as being in poor or fair condition (per 2000 condition survey), in order to preserve the State's investment in the Collection. By close of Fiscal Year 2011, conserve 100% of State art objects in the Peabody Collection classified as being in poor or fair condition (per 2001 condition survey) in order to preserve the State's investment in the Collection and increase the number of works available for exhibition.

Strategy 1.2.1 The appropriation of State funding for conservation work in Fiscal Years 2008 and 2009 will make possible the preservation of three to five of the most historically and artistically important objects in the State art collections in each fiscal year. In order to pursue funding for additional conservation, the Archives will solicit grant monies from federal and private sources based on the national historical significance of the collections. It will pursue 100% reimbursable conservation projects with other agencies interested in displaying State artwork, and will explore the establishment of partnerships with other institutions to achieve conservation goals through the potential loan of artwork from the collections.

Objective 2.1 By June 2009, increase the number of items in the Annapolis and Peabody Collections on display to the public.

Strategy 2.1.1 The Archives will pursue opportunities to display objects in the State art collections in State facilities and exhibition sites. It also will seek to collaborate with museums and other arts organizations on exhibitions that feature objects from the State art collections.

Objective 2.2 By June 2009, increase the number of online catalogue pages for the State art collections available on the Internet by 10% in order to increase public awareness of the collections

Strategy 2.2.1 The Archives will continue updating electronic records accession data for the State art collections. The agency will also continue to place research data and other information relating to the State-owned art objects on-line.