

each State employee a record of his total earnings and the amount withheld for Federal Tax, Social Security, and State Tax.

The field audit section makes regular audits of payroll records at the agency level to assure compliance with laws, rules and regulations of the Bureau, the Commissioner of Personnel, the Standard Salary Board and the Board of Public Works.

Appropriations	1963	1964
General Funds	\$169,842	\$208,021
Staff: 24		

STATE TREASURER

John A. Luetkemeyer, Treasurer, 1967
 Michael J. Potthast, Chief Deputy
 J. Hugh Taylor, Deputy
 G. H. Hulshoff, Deputy
 Alice P. Maynard, Deputy

Treasury Building, Annapolis
 1835 Maryland National Bank Building,
 Baltimore 2

Telephone: 268-3371
 Telephone: 727-5166

Under the Constitution of 1776, there were two State Treasurers—the Treasurer of the Eastern Shore and the Treasurer of the Western Shore. In 1841 a constitutional amendment consolidated the two offices. The present constitution provides that the Treasurer shall be elected by joint ballot of both Houses of the General Assembly for a term of four years. The Treasurer is responsible for accounting for all deposits made each day by some one hundred and fifty (150) State Agencies in depositories designated and authorized by him. The Treasurer prepares all checks drawn for disbursement of State cash funds, and he and one of his Deputies signs these checks, which are then countersigned by the Comptroller and one of his authorized Deputies. The Treasurer invests any unexpended or surplus funds in the State Treasury, representing both the general and special funds of the State, which are not currently required to meet State needs. He is the custodian of all stocks, bonds or other investments of the State, as well as securities which are pledged by Insurance Companies, foreign Building and Homestead Associations, and all collateral which is pledged by banks that have State Funds on deposit. He is also charged with the responsibility of placing insurance for all anticipated losses which might occur to State property, and is the custodian of all insurance policies. The State Treasurer is also the depository for all the Deeds indicating property ownership of the State of Maryland. He publishes a monthly balance in Baltimore City Newspapers, of all State Funds held in authorized depositories, and renders a quarterly report of cash receipts and cash disbursements to the Comptroller of the Treasury. He is, by law, a member of the Board of Public Works, and is also the custodian of such special deposits as may from time to time be prescribed by law (Const. 1867, Art. VI, secs. 1, 2, 3, 4; Code 1957, Art. 95).

Appropriations	1963	1964
General Funds	\$615,200	\$625,749
Staff: 20		