

mission and to the Archivist. In an archival institution as small as the Hall of Records, where the Archivist must take care of the physical plant, the grounds, the financial affairs, purchasing and budget, as well as more orthodox Archival affairs, the cooperation of other state officers is more necessary than otherwise and therefore more gratefully acknowledged.

FINANCIAL

Despite the unusual expenses of the year due to the sponsorship by the Hall of Records of the Historical Records Survey and the need of supplies for the work of the WPA and NYA workers at the Hall, the funds available remained the same. There was, however, an extraordinary sum of \$15,000 for equipment which had been allotted to the Hall out of the General Bond Issue of 1939. Of this amount \$9,538.04 was expended as follows:

Micro-Newsreader	\$ 283.00	
Photostat Recorder Camera.....	1,660.00	
Micro-file Recordak (microfilm camera).....	854.54	
Hanovia Model Quartz Lamp.....	189.00	
Painting walls 6th tier.....	40.00	
Installing asphalt tile 6th tier.....	252.00	
Wiring 6th tier	98.00	
Installing sheet steel shelf supports 6th tier.....	6,161.50	
	<u>9,538.04</u>	
Balance		\$5,461.96

The remainder has been reserved for the Hall by the Board of Public Works. Part of this amount will probably be used for the purchase of a laminator, the rest for additional steel shelving. A statement of the ordinary budget and expenditures follows:

General Appropriation.....	\$30,086.00	
General Expenditures	29,944.68	
Amount reverted to State Treasurer		<u>\$141.32</u>
Amount appropriated for Salaries, Wages and Special Payments	20,500.00	
Amount expended for Salaries	\$20,100.00	
Amount expended for Wages	397.01	
Total expenditures	20,497.01	
Amount reverted to State Treasurer		2.99
Amount appropriated for Operating Expenses	9,586.00	
Amount expended for Operating Expenses	9,447.67	
Amount reverted to State Treasurer		<u>\$138.33</u>