

Balance reverted as follows:	
To the General Emergency Fund.....	\$540.00
To the General Treasury.....	\$509.53
Receipts for Photostating, Microfilming, Certifying, Hall of Records Publications, HRS Publications and postage this year.....	\$ 605.14
Receipts for 1944.....	589.25
Receipts for 1943 (9 months).....	279.42

Receipts for services performed by the Hall of Records are deposited to the credit of the General Funds of the State Treasury.

In order to reduce the burden of correspondence, it has been the custom of the Hall of Records to extend credit to researchers who send mail orders for photocopying or other services. This policy has been proved sound by the fact that in the ten years of its history only one account for \$1.62 has proved to be uncollectible. After carrying this amount on our books for several years we were granted permission by the Board of Public Works to write it off. We do not feel that this one loss would justify a change in our credit policy.

PUBLIC AND PROFESSIONAL RELATIONS

From June 11 through June 30, 1945, the American University, in cooperation with the National Archives and the Maryland Hall of Records, offered an intensive training program in the Preservation and Administration of Archives. Three of the twenty-one days were spent by the class in Annapolis where the course was conducted by the Archivist assisted by other members of the staff of the Hall of Records. On June 15, the subject was indexing, on June 20, the class studied physical preservation and repair of records, and on June 25, a demonstration was given of the various modern methods of reproducing historical materials. This course was directed by Dr. Ernest Posner, Dean of the Graduate School of American University, who gave it the benefit of his many years experience as an archivist and lecturer on archival problems. The success of the course indicates that it would be worthwhile to repeat it during the coming summer. In such an event, the Hall of Records will, of course, be pleased to cooperate.

Among the distinguished visitors to the Hall of Records was Professor José Cornejo Franco, Librarian of the University of