

Recording Receipt Books, 1941-1946, 45 cubic feet.

Third Copy of Marriage Licenses, 1938-1946, 5 cubic feet.

Applications and Orders for Beverage Licenses, 1938-1946, 2-3/4 cubic feet.

The Board of Public Works granted the Clerk permission to destroy the records on August 11, 1952.

MONTGOMERY COUNTY WELFARE BOARD

On March 31, the Director of the Montgomery County Welfare Board offered us certain records which had been created by the Supervisor of County Aid in Montgomery County, an office abolished in 1944. We suggested that action in this matter be delayed until the survey of State records was completed and the Director agreed.

PAROLE AND PROBATION, DIVISION OF

On December 6, 1951, the Executive Secretary of the Division of Parole and Probation made inquiry of the Secretary of the Board of Public Works regarding the disposition of non-current records. The letter was referred to the Hall of Records. Upon examination, we learned that the records in question were the files of closed parole cases. These files dated from 1914 to 1950 and were contained in about 150 file drawers. The space which they occupied on the fourth floor of the State Office Building was needed for another agency and they had to be moved.

We could not accept the records because we did not have room for them, but we did not think they should be destroyed. On December 26, we recommended that they be microfilmed. Because of the tremendous increase in the number of parole cases handled by the Division since the passage of the automatic parole law of 1939, we also recommended that a program for microfilming periodically the closed case records that were five years old or older be established. We also felt that the interrelation between the Division and the Executive Department in the matter of pardons and paroles should be studied carefully so as to avoid unnecessary duplication of records. This is being done in the course of the records survey project now under way. Meanwhile the records have been transferred to the Baltimore office of the Division.