

Records Engineering, Incorporated. Prior to his employment at the Hall of Records, Mr. Caton had spent several months as a member of the survey staff of Records Engineering, Incorporated.

The supervisory position in the Microfilm Division was filled by Beryl E. Gardner who, as a Junior Archivist, had cared for the microfilm collection of the Hall of Records and who had, for two years, checked the film of the county deeds, mortgages and releases of mortgages, prepared for the Commissioner of the Land Office by a private contractor. Miss Gardner was promoted to Senior Archivist July 1, 1952. Her assistants were Charles F. Wade who was employed July 1, 1952, and resigned June 30, 1953, and Alvin E. Moore who was appointed July 16, 1952.

To fill the position of Junior Archivist, vacated by Miss Gardner, the Archivist, with the approval of the Hall of Records Commission, appointed Raymond B. Clark, Jr. In the course of the year, one other staff change occurred: Mrs. Cary T. Peebles, who had been appointed Stenographer, Hall of Records on July 1, 1950, resigned on March 27, 1953, and was replaced by Mrs. Rose M. DiStefano. Mrs. Peebles' work at the Hall of Records was of the very highest quality. She left to become secretary to Dr. Stringfellow Barr, a former President of St. John's College and a member of the Hall of Records Commission for many years. Staff changes during the year were, therefore, one promotion, two replacements for employees who had resigned, and three appointments to fill newly-created positions.

The maintenance staff is employed, paid and supervised by the Superintendent of Public Buildings and Grounds. In recent years a system of rotation has been used in assigning maintenance employees to the various State buildings. However, Mr. Tucker has remained at the Hall of Records and this has proved to be a boon to us because of his skill in practical mechanics and his willingness to exercise this skill for our benefit.

## FINANCIAL STATEMENT

During fiscal year 1953, the Hall of Records assumed the task of supplying the Land Office with negative microfilm copies of all the Deeds, Mortgages and Releases of Mortgages recorded in the county clerks' offices in the preceding year. We also engaged ourselves to supply a positive copy of current recordings of deeds to the State Tax Commission for tax map