



Maryland State Archives

Annual Report Fiscal Year 2011

The Annual Report for the Maryland State Archives consists of the approved and signed Minutes, and associated exhibits for the Hall of Records Commission meetings held during the fiscal year. In fiscal year 2011, there were two Hall of Records Commission Meetings: December 9, 2010 and June 14, 2011. The dynamic and updated annual report of the Maryland State Archives is the Maryland State Archives' web site at <http://mdsa.net>.

Annual Report of State Archivist to Governor & General Assembly on the Archives & Hall of Records Commission

State Government Article, § 9-1007(d)
HB 345/Ch. 405, 2010

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Hall of Records Commission

Minutes of Meeting

at the Maryland State Archives

Electronic Classroom

12:00pm, December 9, 2010

Call to Order by the Chairman

The Fall 2010 meeting of the Hall of Records Commission began at 12:15pm, December 9, 2010, at the Maryland State Archives, with Chief Judge Robert M. Bell presiding.

Attendees (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/html/attendees_9dec10.html) and Introduction of Special Guests

Chief Judge Bell introduced Matthew Palmer, who was attending his first meeting as the designee of the president of The Johns Hopkins University. Chief Judge Bell took this opportunity to acknowledge Delegate Virginia Clagett's work with the Commission as the designee of the speaker of the House of Delegates, and to wish her well in her endeavors. In addition, Chief Judge Bell introduced two special guests.

- Mimi Calver attended the meeting as a representative of the Friends of the Maryland State Archives
- Israel "Izzy" Patoka, executive director of the Office of the Governor, was given a warm welcome

Special Announcements and Opening Remarks

- Chief Judge Bell wished all in attendance a happy holiday season.
- Dr. Papenfuse informed the Commission members that, as a change from previous meetings, the discussion portion of the meeting would begin with the deputy state archivist's report on the budget and related matters, followed by the state archivist's report on initiatives and activities.

Reports and Minutes of Previous Meetings

- **April 28, 2010** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000031/pdf/signed_minutes_28apr10.pdf). Dr. Phillips made the observation that the minutes in the recent past have not included mention of discussions by board members prior to motions and approvals, and he asked to have that information included in the minutes. Chief Judge Bell concurred.

Dr. Ridgway offered a motion of approval of the minutes (as amended, if amended), seconded by Senator Miller and unanimously approved, the chairman concurring.

- **Special Meetings and Celebratory Events**

- **June 18, 2010:** Dr. Papenfuse, Elaine Rice Bachmann, and Mimi Calver participated in events related to the National Speaker's Conference, providing a tour of the State House to David McCullough
- **July 2, 2010:** Dr. Papenfuse, Tim Baker, Emily Oland Squires, Nancy Bramucci Sheads, and Rob Schoeberlein participated in a meeting of the Baltimore City Archives Advisory Board
- **July 4, 2010:** Dr. Papenfuse gave the July 4 address at Houghton House, Queen Anne's County, to which the Hall of Records Commission was invited (<http://marylandarchivist.blogspot.com/2010/07/legacy-of-july-4-1776.html>)
- **October 22, 2010:** Tim Baker, Elaine Rice Bachmann, Sasha Lourie, and Chris Kintzel participated in a meeting of the Maryland Commission on Artistic Property
- **November 10, 2010:** Dr. Papenfuse, Tim Baker, Emily Oland Squires, Chris Haley, Maya Davis, Rachel Frazier, Frank Patnaude, and Kara Carter participated in a meeting of the Legacy of Slavery Advisory Board
- **November 17, 2010:** Dr. Papenfuse, Tim Baker, and Rob Schoeberlein participated in a meeting of the Maryland Historical Records Advisory Board

Dr. Ridgway offered a motion of recognition of the special meetings of the Commission as defined by standing resolution, seconded by Mr. Klasmeier and unanimously approved, the chairman concurring.

Records Retention and Disposal. At each meeting, a list of all of the retention schedules and disposal schedules that have been approved since the last meeting are provided to give the Commission members a sense of what state agencies are doing in terms of managing and caring for both their permanent and non-permanent records. This includes a listing of the public records that have been destroyed since the last meeting.

- **Retention Schedules** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/hrc_schedules_9dec10.pdf)
- **Disposals** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/hrc_disposals_9dec10.pdf)

Dr. Phillips offered a motion of approval of Records Retention and Disposal Schedules as presented, seconded by Mr. Klasmeier and unanimously approved, the chairman concurring.

Deputy State Archivist's Report

- **Budget.** Tim Baker reminded the Commission members of previous budget discussions, detailing that the Archives starts the fiscal year with a large deficit that must be made up through entrepreneurial activities and partnership with organizations like the Judiciary. The Archives has been very proactive in looking for funding and recently have been awarded a number of grants. There were also a number of grant applications that were not approved, such as Save Our America's Treasures and one relating to the Maryland Geological Survey. Mr. Baker expressed disappointment that the Archives did not receive the grant relating to the Maryland Geological Survey, which is in danger of losing a great deal of evidence, research and reports because most of its employees are eligible to retire and the Archives does not have the resources to fully catalog, scan, describe, and make the records accessible online. Mr. Baker thanked the Archives staff for all of their diligence in submitting the grant applications.

- **Grants**

- SNAP State Historical Records Advisory Board Revitalization and Emergency Preparedness: \$7,658. This is a grant from the federal government to help invigorate the historical records advisory board. Under the auspices of the Archives, this group helps other local cultural institutions with their grant

efforts by reviewing and commenting on grants. Another aspect of this grant is to educate local cultural institutions on emergency preparedness and records management.

- DOE Flight to Freedom: \$738,935. This grant is vitally important to our research and the continuation of the study of the Underground Railroad.
 - NHPRC - Salvaging the Records of Baltimore City: \$121,840
 - Middendorf Foundation - Washington document case: \$60,000
 - Four Rivers Heritage Area Grant for State Art Collection booklet: \$2,500
 - IMLS HistoryMakers Grant - 1 or 2 archivists placed with the Maryland State Archives for 9 months
 - Other grant applications and solicitations for funding that are in the works, including our partnership with the Friends of the Maryland State Archives
- **APC** - State House tour guides - reorganization of function. It was a tough decision to abolish the previous operation of very capable tour guides that provided interpretation to the hundreds of thousands of annual visitors to the State House. The focus now is on one or two key people whose principal function will be to recruit, train and maintain a corps of volunteers who will help staff with the tour function, do greater outreach, and assist in the development of educational materials that will be shared with schools, particularly the fourth grade students who visit the State House. Elaine Rice Bachmann responded to a question about the future State House Visitor Center, telling the Commission members that there will be a Volunteer Services Coordinator who will recruit and train volunteer guides. The service will be the same, just offered by a volunteer guide instead of an employee. The new coordinator is scheduled to begin in January 2011, and there are already three volunteers who have been conducting tours. Ms. Bachmann readily accepted the suggestion of Izzy Patoka to coordinate with Maureen Eccleston, director of Volunteer Maryland, in the search for volunteer tour guides.
- **Capitol Budget request** - status and policy challenges (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/msa_facility_program_2009_05_22.pdf)
- Mr. Baker reviewed for the Commission members the Archives' biggest budget challenge - the critical need for archival storage and records management. He reviewed the ambitious plan submitted last year that called for building an extensive facility on-site in Annapolis. Although it is not in the five year plan, there is recognition by the budget department that there is a problem and something needs to be done. The Archives is agreeable to exploring other opportunities, such as joint facilities, exploring the synergies between the library systems at the universities, providing scanning and online access to materials and combining that with online access to record material. The need for storage space is great, even with the additional space that became available at the Baltimore City Archives. Since the last Hall of Records Commission meeting, through conversations with the Department of Health and Mental Hygiene, a large collection of records was identified as needing to be evaluated and stored. Since the 1980s, as mental institutions were closed, records were moved from one institution to another, and there are now a large number of records and a lack of resources to hold on to these records that describe the lives of people that the state was responsible for. An option in this case may be for the Archives to work with the Department of Health and Mental Hygiene to develop a capital budget program of their own to convert a facility for the care and storage of mental hygiene administration records. Mr. Baker described the MdLandRec initiative as an area in which the Archives has been very successful in shifting how the Archives takes on and manages records. The Land Record series was growing at an exponential rate in comparison to a decade ago. There was no question that the Archives would maintain the permanent paper records, the records are now managed in an electronic archive. The Archives is looking at other groups of records, especially those produced in large volume, to determine if the electronic initiative would be advantageous, and is already in discussion with the Registers of Wills. In addition, the Archives is looking at greater partnership with the creators and users of electronic records in general to ensure that permanent record material is deposited at the Archives, if for no other reason than as a disaster recovery measure. The Archives is also encouraging the Department of Information Technology to incorporate records management policies into planning for information life cycle management, thinking of how to separate permanent from non-permanent electronic records during the requirements analysis for major systems.
- **Managing for Results** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/d60a10_mfr_fy2012.pdf)
- **Technology Master Plan** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/msa_it_masterplan12.pdf)
- **Constituent and Interagency Services Department**

- The consolidation of the warehouse staff at the Baltimore City Archives and the Archives' main facility in Annapolis will result in savings of about \$100,000 and more efficient services to the courts, other agencies and the public. Kevin Swanson, introduced as the head of the new Constituent and Interagency Services (CIA Services) Department, described the department to the Commission members.

Management of the warehouses, file retrieval, and the MdLandRec Help Desk operations have been combined into CIA Services. This department will act as a clearing house for helping agencies and the public with questions through email and on the phone, and it consolidates the file retrieval process for agencies. Removing staff from the warehouse locations immediately saves approximately \$100,000 in electrical and telecommunication costs. New software is being evaluated to assist the employees in this department to realize even more efficiencies in tracking the records and their work.

- **Scanning and posting of all index information and the scanning of circulating microfilm**

- Mr. Swanson described to the Commission members the project of scanning the Archives' extensive microfilm collection, which he estimated at 150,000-160,000 reels of microfilm from all levels of government, churches, newspapers, etc. Scanning the microfilm eliminates the need to maintain aged microfilm readers and printers, and frees up research space. The essential core of the microfilm holdings, those reels that are requested and used most often by patrons, should be available digitally by Spring 2011. In addition, as less-used reels of microfilm are requested by patrons, they will also be scanned and added to the electronic database. This project will allow patrons to view the images and print them from the computers in the Archives' Search Room. Dr. Papenfuse added that the images are going to be linked to a transcription program that, as transcriptions are completed, will move handwritten records into a searchable, retrievable environment. All of this is less expensive than using the microfilm readers and printers and, because it is web-based, the Archives can think seriously about establishing a subscription service for the information that is available online.

- **Major Initiatives**

- Baltimore City Archives

- Mr Baker updated the Commission members on the status of the Memorandum of Understanding and agreement with the Baltimore City Archives, which is paying the Archives to provide management services, and providing to the Archives a generous amount of storage space. A great deal has been accomplished since the establishment of the Memorandum of Understanding in July 2010, largely thanks to the efforts of Dr. Papenfuse, Nancy Bramucci Sheads, and Rob Schoeberlein. The Archives receives financial support and overflow storage space, and has now scanned and placed online all of the security microfilm for the entire Baltimore City Archives. Dr. Papenfuse encouraged the Commission members to visit the BaltimoreCityHistory.net website, which is, at the moment, a solo website. Under the terms of the NHPRC grant, this website will be brought into the Maryland State Archives and will make these electronic records available online.

- State House Update

- Visitor Center update

- Old House Chamber of Delegates (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/hrc_ohc_dec2010.pdf)

- Elaine Rice Bachmann reminded the Commission members of the plan to recreate the Old House of Delegates Chamber to its appearance in about 1880, which should be completed by early February. The plan is now in the final stages of some of the decorative elements. Ms. Bachmann related the pleasure of working with the many talented artists and artisans: ornamental plaster by Hales and Howe from Baltimore and textiles made by a couple of important firms in this country. While Victorian design may not be pleasing to all, the beauty of the design and the craftsmanship and talent of the craftsmen and artisans will be impressive, and will give a context for discussions of 19th century history in Maryland and the State House. It will become a multi-purpose room for a variety of events at the State House.

- State House Caucus Room (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/caucus_proposals_allmsa_2010.pdf) / Display of USS *Maryland* Silver Service

(http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/uss_md_silver_service_2010.pdf)

- Elaine Rice Bachmann related that Senate President Miller has overseen the design of the State House Caucus Room to complement the 19th century period in the State House and to feature the most popular exhibit that has ever been in the State House, the USS *Maryland* silver service. The silver service has been away from the building for a couple of years because of the refurbishment of the space. The space will serve as a Caucus Room and will be open to the public when it can

State Archivist's Report

- Days to Remember: December 7 and December 9 (<http://marylandarchivist.blogspot.com/2010/12/days-to-remember-december-7-and.html>)
 - See also: the Maryland State Archivist's Blog (<http://marylandarchivist.blogspot.com/>) for other reflections on the mission of the Maryland State Archives, and comprehensive list of staff activities related to the mission of the State Archives undertaken since the last Hall of Records Commission Meeting (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/html/staff_activities_9dec10.html) and the calendar of Education and Outreach activities below.
 - Dr. Papenfuse directed the Commission members to a blog that he has been writing during the previous several months, a blog that he created dealing with different aspects of Maryland history, and with the policy and the ways in which the Archives is trying to be more central to culture and the understanding of what we are and where we are. Specifically, Dr. Papenfuse directed the Commission members to his December 7 blog and its relation to December 9, the date of the Hall of Records Commission meeting. December 9 is St. Anne's Day, and St. Anne's place in religious history, as well as secular history, is an extraordinarily important one that has some very strong Maryland connections. In doing research on St. Anne, Dr. Papenfuse discovered a wonderful altar piece from the Church of St. Phillips in Louven in the low countries. Having previously done research on Louven, Dr. Papenfuse was familiar with the role of a Jesuit priest/architect in the creation of the chapel in Louzen, and it is Dr. Papenfuse's belief that the chapel in Louzen was the inspiration for the church at St. Mary's. The religion coming from the low countries as Catholicism has a great deal to do with the religious beliefs of George Calvert, his wife Anne Mynne and the whole Calvert family. In fact, most of the Jesuit priests who were traveling all over England and giving proselytizing sermons when they are supposed to be suppressed, received their religious training in the low countries. One such sermon, along with this altar piece, may have been an inspiration to Anne Mynne. After marrying George Calvert, Anne Mynne would have carried on the spirit of St. Anne and encouraged her husband to found a colony in the New World. When Anne Mynne Calvert died, she was buried in a magnificent marble tomb which is in an obscure church called St. Mary's of Hertingfurdbury, outside of London. Above the tomb is a split of the two family crests, the Calvert on the left and the Mynne on the right. On this crest is evident the buttoned cross of the Mynne family that we are familiar with as the cross that adorns the top of the flag pole and is part of the Maryland state flag. Dr. Papenfuse believes the cross on the Maryland state flag is from the Mynne family, and this idea is strengthened when you look at the altar piece of St. Anne and notice that the small child at the lower left of the piece has an embroidered buttoned cross on the front of his garment. St. Anne, the mother of Mary and the grandmother of Jesus, is usually depicted with a book or books and, in this altar piece, is clearly dispensing learning through reading and quiet contemplation. That transfer of the past, the transfer of culture through reading and reflection on the permanent records of the past, is the principal goal of archives and the singular challenge of being an archivist. Unfortunately, there is a perception of a debilitating scarcity of resources for archives and the increasing feeling of those who are archivists or want to be archivists that their days are numbered, much like those of the dinosaurs who "missed the boat" in a cartoon posted with this article on Dr. Papenfuse's blog. Also posted with this article is a humorous video that carries with it a serious message of an additional widespread feeling of under-appreciation for professional archivists and their work. Dr. Papenfuse's blog continues with a link to an article from the *New York Times* on December 5, "Mounting State Debts Stoke Fears of a Looming Crisis," which was followed the next day by a message from Governor Martin O'Malley to all employees of the state of Maryland encouraging them to "address these budget challenges and protect our priorities." Dr. Papenfuse recounted to the Commission members how the news article speaks to him with more than one meaning, as his son has been instrumental in calling public attention to corruption that infused the Harrisburg, Pennsylvania incinerator scandal. This scandal is leading to the largest municipal bankruptcy in history and even tougher fiscal times ahead for all. Dr. Papenfuse warned that by failing to instruct our children and grandchildren in the necessity of not only preserving the record but also taking time to think critically and reflect upon it, the souls of family and nation are lost. Governor O'Malley urges everyone to carefully shepherd their resources and to work hard to do better with less. To the Governor's message might be added another front page article from the *New York Times* on December 7, 2010, Pearl Harbor Day - "Top Scores from Shanghai Stun Experts." The accompanying table of international scores makes it clear that as a nation and as a state, Maryland must provide more than lip service to better educating children and grandchildren. In addition, archivists must also assist in strengthening the message that archives are a critical source of useful knowledge and thoughtful contemplation, a vital source intended to strengthen reading, writing, and analytical skills

fundamental to the survival of the culture. St. Anne reminds us that archival priorities can be protected through working together to demonstrate the intrinsic cultural value of the records entrusted for care and custody. In practical terms, the Maryland State Archives faces some tough challenges ahead. To survive and protect its mission as the chief source of reliable public information about the history of Maryland from earliest times to present, the Archives must constantly rethink how to preserve the historical record in as accessible and meaningful way as possible, with the smaller core staff of managers working with an expanded volunteer and short term contractual staff. All available management resources will have to be dedicated to:

- enlarging the base of functions and staff that are supported by dedicated revenue streams and not direct appropriations of tax dollars. This will require raising public awareness of the importance of public archives and mounting a solicitation campaign for support not unlike the fundraising of public broadcasting and recent political campaigns that reach out to the public at large for web-based donations large and small. It will also require more aggressive marketing of scanning services and the electronic archives to government agencies on a fee basis that is competitive with the private sector.
 - moving as much record material online as quickly as possible and at as little cost to the Archives and the user as possible, following the Wikipedia model of relying on the public to assist in interpreting and adding value to the historical information in the care of the Archives, as well as providing voluntary contributions to sustain it.
 - focusing staff time on income-generating projects, including private fundraising, grant writing, appraisal, and research projects designed to highlight the quality and importance of the records in the context of how they might be more effectively accessed by individuals and community oriented organizations. Archivists cannot write history; they can only hope to explain better the resources for historical and policy research, engaging the public in reading and writing about them, much like St. Anne is depicted with her grandchildren.
 - convincing the powers that be in government that it is in the economic best interests of the state to move all permanent electronic records at their creation into the joint custody of the Archives, if for no other reason than economies of scale in true disaster recovery, while continuing within the policies of the Archives a sensible program of timed release of public information. Dr. Papenfuse related that the problem with Wikipedia Leaks is that there isn't any sensible, rational management policy for the electronic information that is generated by government, and recommended the establishment of a centrally maintained and publicly owned electronic file system at the State Archives that would be sensibly distributed in many different places to include out of state. Dr. Papenfuse related to the Commission members that the Maryland State Archives would be participating in a meeting of archivists from the region - New York, Pennsylvania, New Jersey, Delaware, West Virginia, Virginia - to discuss shared archival storage farms, places where electronic record material from all of those archives would be maintained and managed collectively by all. This initiative is being led by the Washington State Archivist, who put this in practice with farms already in place and used by Google and Microsoft. This could save the Maryland State Archives millions of dollars and provide information in a much more sensible, rational and safe and secure way for the future.
 - seeking cooperative ways in which storage and preservation needs can be met without the large impact on the capital budget that has already been proposed, \$71 million to provide storage facilities. While chances are slim that the Maryland State Archives would receive \$71 million for storage and conservation, there are ways where the Archives can work cooperatively with other organizations. As an example, Dr. Papenfuse related a conversation he had with Burt Kummerow, director of the Maryland Historical Society, during which they discussed the possibility of combining efforts to create storage, processing, and access in a building near the Maryland Historical Society; it would be a combined facility that would benefit the Maryland Historical Society, the Maryland State Archives, the Baltimore City Archives, and possibly other city agencies involved in cultural activities, and would require less capital help.
- The lesson of St. Anne to archivists for this troubled holiday season is that the future of professional archivists lies in how effectively the grandparents of this generation are engaged. It is the grandparents who reach their grandchildren and beyond with stories and lessons to be learned from the often fragmentary records of the past, making the best of limited resources. If archivists are to shed the stereotype of the custodian pushing the crated arc of the covenant into the vast recesses of an inaccessible warehouse, they need to help themselves and the public they serve by doing better with less, by steaming forth like the battleship *Maryland* at Pearl Harbor on December 7, 1941. If so, they will emerge from the smoke of battle resolute and capable of sustaining the fight for a well-informed republic based on a well-documented record of its past. Dr. Papenfuse pointed out to the

Commission members that the ships in a displayed image are the *Maryland*, *Oklahoma*, and the *West Virginia*, the latter of the two being completely destroyed with the attack on Pearl Harbor. Dr. Papenfuse sent the image to Governor O'Malley, suggesting he may want to include the picture, and the memory of the *Maryland's* fortitude, in his next budget meeting. Dr. Papenfuse concluded by reiterating that there is a lot of work to be done, and that he and the staff of the Archives will remain focused and clear about what their work product will be, how they will fund the projects, and how they will reach out on many different levels to bring the sense that the Archives is at the heart of the culture. The Archives is not just on the periphery or a place to go for fun and games or to find out about Maryland; it is the heart of what Americans really are.

- Selected Outreach Efforts of the State Archivist

- **July 2010:** the NHPRC grant to salvage the Baltimore City Archives and to inform the celebration of the successful defense of Baltimore in 1813-14, and again in 1861-65
- **October 7-14, 2010:** travel to Belgrade and London to discuss cooperative archival management programs with the Belgrade-based Jefferson Institute and to conduct research on Maryland in the War of 1812 at the British National Archives (privately funded)
 - Dr. Papenfuse reminded the Commission members that he is a member of the advisory board for the Jefferson Institute and, as such, traveled to central Europe to help with their Archives. Enroute, Dr. Papenfuse stopped in London for a few days to conduct research relating to the War of 1812, at The National Archives at Kew. Dr. Papenfuse has been examining areas in which the Archives can extend work being done under a Department of Education grant for the Underground Railroad and to also pay attention to those War of 1812 veterans who have not had the notice that they deserve. There is a large community of African Americans who fought in the War of 1812 who have been largely neglected and their stories not been told. A number of slaves accepted the British suggestion that the slaves flee to the British. There are records that show the British government was forced to pay reparations for them in the 1820s and, as a result, there are some fascinating career profiles of people and families who actually did flee slavery, using the opportunity of war to escape the institution of slavery. Another aspect of the study is to look at all of the people who were captured and thrown into prison who were fighting the battle against Britain. The captain of the *First Pride*, when it was known as the *Chausseur*, was very effective in taking prizes. On one occasion, he captured a little ship filled with a lot of bounty which he was sending back as a prize to Baltimore where the cargo would have been sold to the benefit of his crew. The ship was recaptured by the British and five crew members were thrown into Dartmoor Prison. Approximately, 3,000-4,000 Americans ended up in Dartmoor Prison during the War of 1812, along with a number of French soldiers. These particular five crew members served out their term in Dartmoor Prison and then came back to Baltimore. One of these crew members went on to participate in Baltimore City government and was active in veterans affairs until he died in 1863. All of the details of his life are in the records of the Baltimore City Archives, unmined until very recently. Dr. Papenfuse promised to say more about this case study at the Spring meeting after hopefully garnering \$250,000 from the War of 1812 Commission to further the study of the people who were directly involved in the defense of Baltimore and the nation.
 - Another discovery at the Baltimore City Archives is records pertaining to the building of the defenses of Baltimore. A lot of focus has been on Fort McHenry, but a great deal of money went into defenses that were in front of the British as they were coming up from Sparrows Point. There is also information about Governor Winder, who had a bad reputation as being a Federalist and not helping out in the defenses of Maryland. However, at the Baltimore City Archives there is correspondence between Governor Winder and the mayor of Baltimore, which details Governor Winder sitting alone in Annapolis because most of the people, including the whole Legislature, had fled Annapolis. Governor Winder was sitting in Government House on the grounds of what is now the Naval Academy, making it clear in his letters that, because he was sure the British were going to attack Baltimore and not Annapolis, he was delegating his powers to Stan Smith and providing every available resource to prepare the defenses of Baltimore.
- **October 17, 2010:** travel to Chicago at the invitation and expense of an IMLS grant intended to advance African Americans in the archival profession. The Maryland State Archives will host one or more fellows funded by the grant to work on Maryland related archival projects.
- **October 26, 2010:** participation in the Art Museum Partnership Director's Forum in New York and met with Graham Arader, a prominent New York art and map dealer with regard to acquiring at no cost, facsimiles of some unique Maryland maps

- **November 2010-February 2011:** Assisting the Chairman of the Maryland Slavery Commission, Professor Larry Gibson, with exhibits relating to the Underground Railroad and the 20th century Sit In demonstrations led by students of Morgan University
- Dr. Papenfuse described the work of Edwin Grosvenor, the editor and owner of *American Heritage* magazine, who has been promoting the idea of a National Portal to Historic Collections. The National Portal is designed to serve as a central location of links to historic houses and national monuments that have research and artifact collections. Mr. Grosvenor has agreed to include the State House on his portal. The State House link would connect to the Maryland State Archives' State House website that describes what to see at the State House. He is accomplishing this with private and public funds. Dr. Papenfuse provided to the Commission members a demonstration of how the portal works. When a user searches a topic, such as the Civil War or the War of 1812, the portal responds with links to artifacts and stories that are available in relationship to the collections that are available for interpreting the spaces. One of the ways that Mr. Grosvenor is supporting the portal is by running relevant advertisements that bring viewers to the website. Dr. Papenfuse would like to see an advertisement for the Maryland Government House tree ornament, similar to an advertisement on the prototype website for the White House tree ornament.

• Summer 2010 Internship and Volunteer Programs

- Matching funds from Maryland Commission for Women, National Park Service Network to Freedom, St. John's College, Washington College
 - Project list (<http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/projectlist.pdf>)
 - Final Reports (<http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/finalreports2010.pdf>)
 - Ashley Behringer's Intern Project (<http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/behinger.pdf>)
 - Rachel Bartgis' Intern Project (http://www.msa.md.gov/msa/stagser/s1259/103/spawn_collection_website/html/main.html)
- Volunteer involvement in Archival functions both at home and at our research sites (MSA and BCA)

• Approval of Grant Applications

- NHPRC SNAP Grant for Maryland SHRAB and Emergency Preparedness, \$7,658 (2010-2011)
- NHPRC Detailed Processing Grant for the BCA, \$121,840 (2010-2013)
- US DOE Grant for the Flight to Freedom Legacy of Slavery project, \$738,935 (2010-2013)
- Middendorf Foundation Grant for State House Washington Document Display Case, \$60,000
- Four Rivers Heritage Area Grant for State Art Collection booklet, \$2,500
- IMLS HistoryMakers Grant -- 1 or 2 archivists placed with the Maryland State Archives for 9 months
- Other grant applications and solicitations for funding that are in the works, including partnership with the Friends of the Maryland State Archives

Dr. Ridgway offered a motion of full support for archival initiatives as they relate to policy and publications, including the possible revision to the proposed capital projects for storage and conservation of the state's archival and fine arts collections, seconded by Mr. Klasmeier and unanimously approved, the chairman concurring.

Recent Gifts, Deposits and Acquisitions

- **Special Collections** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/html/speccoll_9dec10.mht)
 - Dr. Papenfuse brought the attention of the Commission members to a recent acquisition of the Maryland State Archives. Because of the endowment that was left to the Maryland State Archives by Dr. Radoff, the Archives was able to acquire from a Baltimore book store a fugitive public record. Dr. Papenfuse painted a vivid picture of a meeting of the presidential electors in the State House for the election of 1820. The fugitive public record is one of six copies, and the only known surviving copy, of the return of the election with the signatures of all of the presidential electors. The document, described by Dr. Papenfuse as one of the most significant documents detailing the process of American history and government, had been in private hands and not where it belonged, in a public institution. Even though this acquisition was made with private monies, it was made on behalf of the Maryland State Archives. It is the election in which Robert Goodloe Harper was not elected to the office of Vice President of the United States. Dr. Papenfuse related to the Commission members that this has a personal

connection to him because his son wrote a book on Robert Goodloe Harper.

- **Government Records** (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/pdf/gov_records_9dec10.pdf)

Dr. Ridgway offered a Resolution of Appreciation for the recent gifts, seconded by Dr. Phillips and unanimously approved, the chairman concurring.

Maryland State Archives On Line

- Finding Aids, Reference Services, and Publications:
 - aomol.net, archivesofmaryland.net, marylandlegalhistory.net - Access to over 471,000 historical documents that form the constitutional, legal, legislative, judicial, and administrative basis of Maryland's government
 - baltimorecityhistory.net - Guide to Research and Writing about the History of Baltimore City
 - editonline.us - Transcription and editing of historical documents online
 - lrac.us - Land Records Access Committee and Image Retrieval System for Maryland
 - mappingmaryland.net - The interactive maps component of the *Flight to Freedom* and *County Boundaries* projects allows historians, genealogists, and researchers to search for Maryland property owners
 - martenet.org - Maryland Historical Maps
 - mdelect.net - Find your Elected Officials
 - mdgovpics.net - The Governor's Office Photo Gallery
 - mdgovpubs.net - Government Publication Library
 - mdhistory.net - Research and Lectures on Maryland History topics
 - mdhistpics.net - Historical Photographs of Maryland
 - mdhs.mdsa.net - Maryland Historical Trust
 - mdihp.net - Maryland Inventory of Historic Properties
 - mdlandrec.net - Digital Image Retrieval System for Land Records in Maryland
 - mdmanual.net - Guide to Maryland Government
 - mdnewspapers.net - Guide to Maryland Newspapers
 - mdplats.net, plats.net - Digital Image Reference System for Land Survey, Subdivision, and Condominium Plats
 - mdprobate.net - Digital Image Reference System for Maryland Probate Records
 - mdroads.net - Maryland State Archives Digital Imaging Management for State Highway Administration
 - mdsa.net - Maryland State Archives Homepage
 - mdslavery.net, slaverymd.net - African American Research at the Maryland State Archives
 - mdstatehouse.net - This website represents the initial phase of the Maryland State House Historic Structure Report Project
 - mdvitalrec.net - Vital Records Indexing Project
 - mopw.net/ids/login.cfm - Public Works
 - msa.md.gov/msa/intromsa/html/record_mgmt/homepage.html - Records Transfer and Storage Management
 - msa.md.gov/msa/refserv/govpub/html/search.html - Government Publications On Line
 - potomachistory.net - Maryland's Ownership of the Potomac River
 - teachingamericanhistorymd.net - A partnership program bringing historical resource materials and professional-development experience to K-12 U.S. history teachers
 - v3.mdlandrec.net - Version 3 of the Land Records Website

Education and Outreach

- Courses taught and lectures given by the state archivist (see prior resolution on 4/19/2000)
 - **Fall 2010:** Teaching *2010 Legal History Seminar: Building Baltimore* at the University of Maryland School of Law
 - **Fall 2010:** Teaching *Murder and Espionage in Maryland* at Johns Hopkins University
 - **May 4, 2010:** Dr. Papenfuse hosted a tour of the Sands House, Governor's Office, and the Maryland State Archives for students and teachers from Boys' Latin School
 - **May 7, 2010:** Dr. Papenfuse participated in the University of Maryland School of Law 2010 Roundtable of

Baltimore Historians, serving on the panel *The Perilous State of the Archival Future and Suggestions for Averting Catastrophe*

- **June 10, 2010:** Dr. Papenfuse participated in a meeting of the Institute of Museum and Library Services Grant Proposal Advisory Group
- **July 4, 2010:** Dr. Papenfuse participated in the Paca Graveside Celebration with Queen Anne's County Historical Society, speaking on *William Paca, George Washington, and the Bill of Rights*
- **August 10, 2010:** Dr. Papenfuse provided a tour of the State House for First Lady Michelle Obama and guests
- **September 16, 2010:** Dr. Papenfuse presented a lecture to the Johns Hopkins Club on *The Perils of Parenthood: Charles Carroll of Carrollton's relationship to his son, Charles Carroll of Homewood*
- **October 1, 2010:** Dr. Papenfuse presented a lecture at Broadmead on *A Spy in Charles Village, Or the Framing of Alger Hiss?*
- **November 1, 2010:** Dr. Papenfuse participated with Dan Friedman in a radio broadcast at WYPR on *Constitutional Conventions*
- **May 1, 2010:** Rachel Frazier presented a lecture at the Wiley H. Bates Legacy Center on *African American Resources for Annapolis at the Maryland State Archives*
- **May 3-8, 2010:** Vicki Lee traveled to Haiti as part of the joint project of the Smithsonian Institute and American Institute of Conservation to evaluate sites for the Haitian Cultural Recovery Center
- **May 5, 2010:** Elaine Rice Bachmann presented a lecture at the Cincinnati Art Museum on *Designing Camelot: Jacqueline Kennedy's Role as Tastemaker to the Nation*
- **May 15, 2010:** Jenn Cruickshank participated in the 2010 Angels Project, rehousing a tintype collection at the Milwaukee County Historical Society
- **May 18, 2010:** Dr. Papenfuse traveled to Salt Lake City at the expense of the Church of the Latter Day Saints to discuss cooperative records preservation, access, and storage proposals
- **May 29, 2010:** Vicki Lee and Rachel Bartgis attended the memorial service for William Spawn
- **June 3, 2010:** Rob Schoeberlein presented a lecture at the Anne Arundel Genealogical Society on *Almshouses in Maryland*
- **June 4, 2010:** Vicki Lee, Jenn Cruickshank, Camille DiMarco, Allison Rein, and Rachel Bartgis presented a lecture to the Summer 2010 interns on *Proper Records Handling, Care, and Preservation*
- **June 7-28, 2010:** Vicki Lee traveled to Haiti to assist with the set up of the Paper Conservation lab at the Haitian Cultural Recovery Center, locating local sources for conservation materials and performing conservation treatments of documents, books, and paintings
- **June 11, 2010:** Chris Haley participated as the banquet speaker at the Southern California Genealogical Society Jamboree, speaking on *My Genealogy: Now and Then*
- **June 15, 2010:** Nancy Bramucci Sheads served as a judge at the University of Maryland's National History Day
- **June 25, 2010:** Nancy Bramucci Sheads presented a lecture to the Summer 2010 interns on *Bring Out Your Dead! Cemeteries, Tombstones & Historical Research in 19th Century Maryland*
- **June 25, 2010:** Rachel Frazier presented a lecture at the Wiley H. Bates Legacy Center on *African American Resources for Annapolis at the Maryland State Archives*
- **June 28, 2010:** Maria Day presented a lecture to the Summer 2010 interns on *Identifying Prints and Book Illustrations*
- **July 1, 2010:** Rob Schoeberlein presented a lecture to the Board of Mental Health Association of Maryland on *History of Mental Health Care in Maryland*
- **July 12, 2010:** Rod Cofield, Director of Interpretation and Museum Programs at Historic London Town, presented a lecture to the Summer 2010 interns on *Women in Colonial-Era Public Houses*
- **July 26, 2010:** Vicki Lee presented a lecture to the Summer 2010 interns on *Disaster Recovery and Emergency Response for Essential Records and Artifacts*
- **August 2, 2010:** Dr. Martin Ford, associate director, Maryland Office for New Americans, presented a lecture to the Summer 2010 interns on *Melting Pot or Mixing Bowl: How Immigration Shapes our History*
- **August 11, 2010:** Maria Day presented a lecture to the Rotary Club of Lake Shore on *Preserving Local History in Archives*
- **September 17, 2010:** Elaine Rice Bachmann provided a tour of the State House to the General Society Sons of the Revolution, after which the Society presented a donation to the Friends of the Maryland State Archives for the exhibit case for George Washington's resignation speech
- **September 20, 2010:** Tim Baker and Wei Yang provided an overview and tour of the Maryland State Archives to a delegation from Jiangsu Province, China

- **September 23, 2010:** Dr. Papenfuse returned the original records of the Town of Macedon, New York, and addressed the Town Council on the Underground Railroad Connections between Macedon and Maryland
- **October 9, 2010:** Mike McCormick participated in the annual meeting of the Maryland Genealogical Society, presenting a lecture on *Military Records at the Maryland State Archives*
- **October 7-14, 2010:** Dr. Papenfuse traveled to Belgrade and London to discuss cooperative archival management programs with the Belgrade-based Jefferson Institute and to conduct research on Maryland in the War of 1812 at the British National Archives (privately funded)
- **October 17, 2010:** Dr. Papenfuse traveled to Chicago at the invitation and expense of an IMLS grant intended to advance African Americans in the archival profession. The Maryland State Archives will host one or more fellows funded by the grant; the fellows will work on Maryland related archival projects
- **October 18, 2010:** Tim Baker and Wei Yang provided an overview and tour of the Maryland State Archives to a delegation from Jiangsu Province, China
- **October 26, 2010:** Chris Haley participated in the Prince George's African American Museum & Cultural Center program *Through Our Lens: A Conversation with Local Filmmakers*
- **October 26, 2010:** Dr. Papenfuse participated in the Art Museum Partnership Director's forum in New York and met with Graham Arader, a prominent New York art and map dealer with regard to acquiring at no cost, facsimiles of some unique Maryland maps
- **November 18, 2010:** Wei Yang provided an overview and tour of the Maryland State Archives to a delegation from the Zhejiang Provincial Archives Bureau, Zhejiang Province, China
- **December 1, 2010:** Nancy Bramucci Sheads participated in the Baltimore County Public School History Lab
- **December 3-4, 2010:** State House by Candlelight hosted by Elaine Rice Bachmann, Mimi Calver, Sasha Lourie, and Justin Gore
- **December 6, 2010:** Mike McCormick, Kevin Swanson, and Vicki Lee provided an overview and tour of the Maryland State Archives to the Odenton Genial Genealogy Society

Forthcoming Special Meetings of the Commission and Events of Interest

- **December 9, 2010:** Chris Haley will participate in the Prince George's African American Museum & Cultural Center program *Our Films, Ourselves: Spotlight on Local Filmmakers*
- **December 10, 2010:** Dr. Papenfuse will participate in the Administrative Office of the Courts Conference "Supporting Children through the Judiciary," speaking at the session *Special Processes - Court of Appeals, Transferring Files, Exceptions Procedures*
- **December 10, 2010:** Emily Oland Squires will attend the special presentation at the Maryland Court of Appeals on *The History of Women Lawyers in Maryland*
- **December 16, 2010:** Dr. Papenfuse and Tim Baker will participate in a meeting of state archivists from Maryland, Pennsylvania, New York, New Jersey, Delaware, Virginia, Indiana, and Washington State, with representation from the Library of Congress concerning digital archives and the sharing of State resources to preserve digital collections
- **January 7, 2011:** Dr. Papenfuse, Tim Baker, and Wei Yang will meet with the CIO and dean of libraries of the University of Maryland concerning the National Digital Stewardship Alliance
- **January 25, 2011:** Dr. Papenfuse will make a presentation before the Senate Education and Environmental Affairs Committee on HB 345, *State Government - State Designations - Review, Evaluation, and Recommendation by the State Archivist*
- **February 18, 2011:** Dr. Papenfuse and Chris Haley will participate in the Washington College Teaching American History program *Roots of a Nation - a Chesapeake Journey*
- **February 24, 2011:** Dr. Papenfuse and Rob Schoeberlein will provide an overview and tour of the Baltimore City Archives to the Maryland Caucus of the Mid-Atlantic Regional Archives Conference
- **April 25, 2011:** Dr. Papenfuse, Tim Baker, Rob Schoeberlein, Maria Day, and Vicki Lee will participate in the Spring Meeting of the Maryland History and Culture Collaborative

New Business

Next Meeting

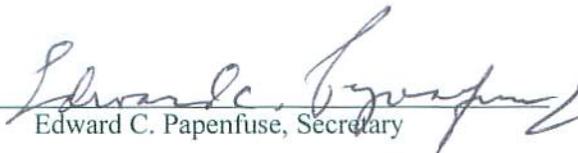
The next Hall of Records Commission meeting is scheduled for Thursday, April 28, 2011.

Adjournment

There being no further business to discuss, the meeting adjourned at 1:32pm.

Approved by the Hall of Records Commission, April 28, 2011.


The Honorable Robert M. Bell, Chairman


Edward C. Papenfuse, Secretary

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Hall of Records Commission Meeting June 14, 2011

Electronic Classroom
Maryland State Archives
12:00 noon

Minutes

Call to Order by the Chairman

Chief Judge Bell welcomed everyone and wished them a happy Flag Day.

Attendees (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/html/attendees_14jun11.html)

Introduction of New Members and Special Guests

Chief Judge Bell noted the attendance of new members Jordon Steele, designee of The Johns Hopkins University, and Bernadette Benik, representing the Treasurer.

Mr. Steele has just been named as the Hodson Curator of the University Archives. He was accompanied by Matthew Palmer, the Assistant Director of Government Affairs at The Johns Hopkins University.

Howard Freedlander, the former representative of the Treasurer has retired. Chief Judge Bell expressed a desire to appropriately recognize Mr. Freedlander for his many contributions to the Hall of Records Commission and requested that Mr. Freedlander be invited to the next Commission meeting.

Chief Judge Bell also welcomed special guests Mimi Calver, representing the Friends of the Maryland State Archives; Professor Larry Gibson, Chair of the Commission to Coordinate the Study,

Commemoration, and Impact of Slavery's History and Legacy in Maryland; and Harry Greaves, from Liberia and a founder of the Baltimore Gbarnga Sister City Program.

Mr. Greaves is a founder of Baltimore's first sister city relationship, which was initiated under the mayorship of William Donald Schaefer in 1973.

Professor Larry S. Gibson, *Chairman, Commission to Coordinate the Study, Commemoration, & Impact of Slavery's History & Legacy in Maryland*

Exhibit at Morgan State University. Dr. Papenfuse introduced Professor Gibson, sharing that it has been his privilege to teach with Professor Gibson for eleven years at the University of Maryland School of Law. Mr. Gibson is the Chairman of the commonly called Slavery Commission, and has been extraordinarily active in preserving the history of the African American community. Dr. Papenfuse also described a major grant received by the Maryland State Archives from the U.S. Department of Education to study slavery in Maryland, and to place online every record within the Maryland Historical Society and the Maryland State Archives relating to the Colonization Society that founded Liberia. This work will make accessible to researchers more than 30 reels of microfilm.

Professor Gibson began by saying that he would like to bear witness to the good work of the Archives staff and to give a couple illustrations of the value of that work. The internet presently may respond to a query on the civil rights movement and specifically "sit-ins" with a description that the important phase of the movement to end discrimination in public accommodation, the sitting-in at restaurants, began in February 1960 at a Woolworth's in Greensboro, North Carolina. Professor Gibson related how, for twenty years, this description has upset him because the sit-in movement began at least five years earlier at Morgan State. He was also aware of several other important initial beginnings of the Civil Rights Movement that had occurred in Maryland. With the backing of the new president of Morgan State University, Dr. David Wilson, Professor Gibson worked with Dr. Papenfuse on an exhibit of ten panels containing images and information relating to Morgan State's involvement in the sit-in movement, which began on the corner of Loch Raven and Cold Spring Lane. In 1954, Morgan students began sitting-in in a Read's Drug Store on that corner in an effort to desegregate. By January 1955, because of the actions of these students and another group, all 37 Read's Drug Store lunch counters were desegregated. Morgan students continued their sit-in actions, desegregating 17 Arundel's Ice Cream Stores. Professor Gibson had on display for the Commission members four of the 10 panels for the exhibit, the first one depicting five important beginnings, including the first mass demonstration of equal educational opportunities that occurred in 1947 when 600 Morgan students came to Annapolis to push for support for Morgan State. The school had meager facilities and did not have a gymnasium. One of the other panels covers the sit-in movement in which Chief Judge Bell participated, and summarizes his court case which went to the U.S. Supreme Court. Professor Gibson lauded the work of the Archives staff, which assisted in providing images from newspaper accounts from the time. One of the prime finds was the names of students from the police dockets for the Northeastern District of Baltimore, who were arrested at the Northwood Theater. The technique of mass arrest was used, with 415 students, mostly from Morgan State, arrested for entering the Northwood Theater. An unconfirmed story relates that there were so many students to arrest and not enough paddy wagons to transport them to the police station, the police told the students that if they wanted to be arrested they would have to transport themselves to the police station, which they did. Professor Gibson credited the Archives' staff with the detail evident on the panels. The images, names, and newspaper clippings are all a result primarily of the work of the Archives staff. Professor Gibson informed the Commission members that they will receive an invitation to the opening of the exhibit, projected to be

in October.

Professor Gibson gave another example of the research ability of the Archives' staff.

During the time of the 'birther' controversy surrounding President Obama, Professor Gibson, who has been working on a book about Thurgood Marshall, thought that he should try to get a copy of Mr. Marshall's birth certificate. Professor Gibson's book takes place before Mr. Marshall goes to New York to work for the National Association for the Advancement of Colored People, and at the time, Professor Gibson only had the information concerning Mr. Marshall's birth, not the certificate. In addition, during a trip to the Library of Congress, Professor Gibson came across a letter in which Mr. Marshall asks for a leave of absence from his job as a clinic clerk in the Health Department prior to departing for New York. With just a brief description of the contents of that letter, Dr. Papenfuse asked Owen Lourie to search both for the birth certificate and any available information pertaining to Mr. Marshall's job as a clinic clerk. In a relatively short period of time, Mr. Lourie produced a copy of Mr. Marshall's birth certificate and a copy from 1936 of Mr. Marshall's city service commission employment card showing the actual records of when he worked for the city, what his salary was (\$50 a month), the vacations that he took, and the cutoff ticket when he departed the job. Professor Gibson is convinced that this success is directly attributable to the outstanding capabilities of the Archives' staff, Owen Lourie, and the work that the Archives has been able to accomplish in reconstituting the Baltimore City Archives. Chief Judge Bell commented that, on Mr. Marshall's birth certificate, Mr. Marshall's first name was initially Thoroughgood and that it is stricken through with the corrected spelling of Thurgood written above. Professor Gibson noted that Mr. Marshall had talked during his life about how he had asked his parents to change his first name, to make it shorter, and that he had changed his own first name. Professor Gibson mentioned that finding the documentation behind the changing of Mr. Marshall's first name could become another research project.

Professor Gibson then expanded on the description of Mr. Greaves' involvement in the Sister City relationship between Baltimore and Gbarnga, Liberia, established in 1972. The relationship was elevated to the Maryland - Liberia Sister State relationship approximately two years later. There are many places in Liberia with Maryland names, the Maryland County of Liberia for instance, because the colonization movement that established Liberia was very active in Maryland. There was even a former president of Liberia whose name is Gibson.

Chief Judge Bell thanked Professor Gibson for his presentation, after which Professor Gibson and Mr. Greaves departed for another meeting.

Mount Auburn Cemetery (<http://www.screencast.com/t/rIdqorTbKqC3>)

Dr. Papenfuse expressed disappointment that Nancy Bramucci Sheads could not attend the meeting. He described that Mrs. Sheads started working at the Archives as an intern. She moved on to handle the Special Collections, and then became very interested in computer programming and how to deliver services to people over the web. Mrs. Sheads is the heart and soul behind MdLandRec.net and behind almost every website presentation of the Archives. Currently, Mrs. Sheads is working with the State Archivist to get under control the collections at the Baltimore City Archives. As an avocation and a personal interest, Mrs. Sheads is in the process of convincing people to pay more attention and respect to the dead in Maryland cemeteries. Mrs. Sheads provided an electronic presentation on the Mount Auburn Cemetery. Even though the sound did not work for the presentation, Dr. Papenfuse described the basics of the presentation.

Mount Auburn Cemetery was created in 1872 and was the first all black cemetery in Baltimore. Some of the renowned people buried there include one of the greatest fighters who ever fought, the publisher and creator of the Afro American newspaper, and W. Ashby Hawkins, one of the finest black lawyers to practice in Maryland. Mrs. Sheads' presentation is designed to teach the importance about knowing the people of the past. It shows some of the gravestones and highlights that of W. Ashby Hawkins. Mr. Hawkins died at Provident Hospital, a premier black hospital started in the 1920s to teach African Americans to be doctors and nurses and to provide healthcare to the community. Provident Hospital survived into the 1930s and was then absorbed by Bon Secours Hospital. Just recently, Dr. Papenfuse received a telephone call from Bon Secours Hospital offering to donate to the Archives records relating to Provident Hospital and \$9,000 with which to manage the records. Mrs. Sheads' presentation goes on to show problems with the cemetery and directs people to the website "Find A Grave," which contains more than 300 items of grave information from Mrs. Sheads. Dr. Papenfuse mentioned that the Archives' Special Collections department has all of the early records of the cemetery online and available as images; the later records are still in the hands of the church and the Archives is working with the church to put those records online as well. Dr. Papenfuse explained after a question from a Commission member that the agency that monitors cemeteries in Maryland is the Department of Licensing and Regulation. If Mrs. Sheads had been present at the Commission meeting, Dr. Papenfuse had planned to present to her the book "Graven Images," which is one of the finest books ever written about the importance of recognizing not only the people who are buried in graveyards, but also the wonderful art that the gravestones themselves represent.

Opening Remarks/Special Announcements

June 14 - Flag Day





Dr. Papenfuse brought to the Commission members' attention a reproduction of the painting *Washington, Lafayette and Tilghman* and two desktop flags, the John Shaw flag and the Maryland state flag, all three of which were provided to each Commission member in recognition of Flag Day. The *Washington, Lafayette and Tilghman* portrait contains George Washington's personal standard, which seems to be known only through this portrait. The standard is significant because it does not have stars in the blue background; it has the American eagle, making it probably the earliest and most significant use of this national symbol. The John Shaw flag was created to fly over the State House when Annapolis became the capital of the United States. The first time the Maryland State Archives reconstructed the John Shaw flag, based on an analysis by a vexologist (someone who studies and writes histories of flags) from the Smithsonian Institution, it was done incorrectly, although the mistake was not discovered for many years.

Recently, an image of the John Shaw flag was found at the Hammond Harwood House, part of a print contemporary to the 1790s, showing the flag flying over the State House. The newly recreated flag is now hanging from the interior of the dome of the State House as the John Shaw flag flew over the State House when George Washington resigned his commission as the Commander-in-Chief and the Treaty of Paris was ratified in the State House. The third flag has

been the state flag since 1904 and is considered by people who study flags to be one of the finest state flags ever created. The state flag combines two families, the Calvert family and, in Dr. Papenfuse's opinion, the Mynne family. The Calvert colors are black and gold. Anne Mynne was the wife of George Calvert, and the state flag includes the Mynne family colors and buttoned cross. The only legal emblem authorized to be put above the Maryland state flag is that same buttoned cross.

The Star Spangled Banner Flag House, <http://www.flaghouse.org>. Dr. Papenfuse reminded the Commission members that one of the largest flags ever created and displayed in a facility, and which was ultimately adopted as the Star Spangled Banner in the 1930s, was made in Baltimore. The flag was recently restored and is on view at the Smithsonian Institution. Dr. Papenfuse encouraged everyone to visit the museum at the Star Spangled Banner Flag House.

Tribute to Lieutenant General Orwin C. Talbott (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/royal_visit.pdf)

Dr. Papenfuse expressed disappointment that, other than the Baltimore *Sun*, it seemed as if no one took notice of the passing of Lieutenant General Orwin C. Talbott, a former Director of the Maryland Historical Trust who headed up the 350th Anniversary celebrations. During the planning for the 350th Anniversary, General Talbott had asked Dr. Papenfuse what would be the single most important accomplishment of the anniversary, to which Dr. Papenfuse replied the approval of a new repository for the state's historical records. It was the involvement of General Talbott that helped the progress of Bobby Neale's proposal and several others on the Board of Public Works for the current Archives building. Just a couple of months before he passed away, Dr. Papenfuse visited with General Talbott, who donated to the state a silver decanter that was presented to General and Mrs. Talbott by the Duke and Duchess of Kent as representatives of the Queen of England at the 350th Anniversary celebration. General Talbott asked that the decanter be kept at Government House and be used for official functions. In memory of General Talbott and with thanks to Mrs. Talbott, the Archives is arranging for this to happen. Dr. Papenfuse recommended that a tribute be paid to General Talbott, who was a courageous leader of the 350th Anniversary, selfless in his work, and an extraordinary individual. General Talbott was a highly decorated veteran, helping organize the landing at Normandy. He was also in charge of handling the celebrations during a recent anniversary of the landing at Normandy. Mr. Kummerow echoed Dr. Papenfuse's sentiments of General Talbott, adding that General Talbott was also the Chairman of the Historic St. Mary's City Commission. Mr. Kummerow and Dr. Papenfuse agreed to cooperate on an opinion/editorial piece on General Talbott for the Baltimore *Sun* and asked that this become a formal motion of the Hall of Records Commission.

Ms. Melson offered a motion of approval for Dr. Papenfuse and Mr. Kummerow to suggest an opinion/editorial piece honoring Lieutenant General Orwin C. Talbott for publication in the Baltimore Sun, seconded by Dr. Ridgway and unanimously approved, the chairman concurring.

Reports and Minutes of Previous Meetings

December 9, 2010 (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000032/html/minutes_9dec10.html)

Special Meetings and Celebratory Events

December 16, 2010: Dr. Papenfuse and Tim Baker hosted a meeting of state archivists from Maryland, Pennsylvania, New York, New Jersey, Delaware, and Virginia concerning digital

archives

February 21, 2011: Dr. Papenfuse, Elaine Rice Bachmann, and Stephanie Bray participated in the Senate's annual ceremony in honor of George Washington's birthday

March 8, 2011: Dr. Papenfuse, Elaine Rice Bachmann, and Mimi Calver participated in the Senate's First Citizen Award ceremony

April 25, 2011: Dr. Papenfuse, Tim Baker, Rob Schoeberlein, Maria Day, and Vicki Lee hosted the Spring Meeting of the Maryland History and Culture Collaborative

Dr. Ridgway offered a motion of approval of the minutes (as amended, if amended) and recognition of the special meetings of the Commission as defined by standing resolution, seconded by Mr. Kummerow and unanimously approved, the chairman concurring.

Records Retention and Disposal

Retention Schedules (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/hrc_schedules_14jun11.pdf)

Disposal Certificates (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/hrc_disposals_14jun11.pdf)

Secretary Collins offered a motion of approval of Records Retention and Disposal Schedules as presented, seconded by Dr. Ridgway and unanimously approved, the chairman concurring.

Deputy Archivist's Report

Budget

February 4, 2011: Testimony before the Human and Health Services Subcommittee of the Senate Budget and Taxation Committee (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/budget_testimony_2012.pdf)

February 7, 2011: Testimony before the Public Safety and Administration Subcommittee of the House Appropriations Committee (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/budget_testimony_2012.pdf)

Capital Budget

A revised Capital Budget program will be submitted June 30. It envisions dividing the currently submitted program into two parts, the sum of which would be less expensive.

The program document submitted this year will consist of constructing a remote storage facility in the Jessup area. Next year, we will address the need for additional interpretation and conservation space in Annapolis.

Memorandum of Understanding with the Judiciary

A new MOU with the Judiciary will provide the Archives with the funding necessary to maintain MdLandRec.net. We would like to thank the clerks, the AOC, JIS, and the chief judge for continuing this worthwhile partnership in service to the public. The MOU will provide funding for the next three years.

Grants

Audio Archiving

Archiving of audio files presents a number of difficulties. We will be working with

other archival institutions, including the Washington State Archives, to develop the ability to convert, index and preserve audio files. A bill last year to establish the Joint Committee on Transparency and Openness allowed public bodies to post streaming audio and video on the internet of open meetings, in lieu of written minutes of the meeting. The Archives wants to ensure that we can successfully harvest and archive what, for many municipal and state agencies, would be considered permanent record material. See SB 664 (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/ch_508_sb0644e.pdf) and HB 766 (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/ch_509_hb0766e.pdf). Another aspect of this is that there is no easy way to take the voices on the recordings and convert them to searchable text. Dr. Papenfuse explained that the Washington State Archives included the Maryland State Archives in their partnership with Microsoft to test a new set of software programs, which Microsoft believes will be able to take recorded voices, identify the voices, and provide searchable text. Dr. Papenfuse promised to keep the Commission members informed of the progress of this project.

SNAP State Historical Records Advisory Board Revitalization and Emergency Preparedness \$7,658

DOE Flight to Freedom \$738,935

NHPRC - Salvaging the Records of Baltimore City \$121,840

Middendorf - Washington document case \$60,000

Four Rivers Heritage Area Grant - State Art Collection booklet, \$2,500

IMLS HistoryMakers Grant - 1 or 2 archivists placed with the Maryland State Archives for 9 months

Washington State Archives

Mr. Baker described a collaboration between the Maryland State Archives and the Washington State Archives, as well as other regional Archives. The Washington State Archives initiated a grant application for these Archives to partner and store electronic data in a regional archive approach, each state storing a back-up copy of another of the states' electronic archival data.

Other grant applications and solicitations for funding are in the works, including our partnership with the Friends of the Maryland State Archives.

Mr. Baker recognized Mimi Calver as the representative of the Friends of the Maryland State Archives. Ms. Calver described that one of the functions of the Friends, aside from helping with acquisitions, is to help fund publications about Maryland history and culture. Ms. Calver brought to the attention of the Commission members their complimentary issue of *Maryland's Art Collection: A Treasure of Paintings, Sculpture & Decorative Arts*. While not a comprehensive look at the collection, it highlights some of the works in the collection. Ms. Calver commented on the coincidence that the image on the front of the publication is the same image used today to highlight Flag Day, the portrait *Washington, Lafayette and Tilghman*. The publication was partially funded by a grant from the Four Rivers Heritage Area, and will be sold for a modest amount to offset the amount of money that the Friends invested in the project. In addition to a book on the Willard Hackerman print collection, the Friends will be working on a beautiful, high quality publication of the thesis on the James Brice House written by Orlando Ridout IV for his Master's at the University of Maryland. The James Brice House is one of the best documented Colonial houses in America and the publication will include James Brice's account book containing great detail of all of the expenses of the house. Dr. Papenfuse clarified that, while the state helps with some of the technical side, the

bulk of the cost to publish these books is done through the support of the Friends of the Maryland State Archives.

Who Are Your Elected Officials

Collaborative effort among a number of agencies ten years ago, relied upon by legislators and citizens, has no funding at present. The Archives is looking to use state data resources to fund and improve the website (<http://mdelect.net>). The Archives reprogrammed the website and is now presenting it in an entirely new way. Mr. Baker described to the Commission members the process used. An address is entered into the website, which will query against the master address database of the Board of Elections. The website will then respond with information concerning the polling place, district, and elected officials. If the address does not correspond to a registered voter or it is a non-residential property, the Archives is going to program the site to reach out to the state's GIS database at Towson University. This is where the governor has StateStat and a number of mapping facilities. The website will then return the district information and elected officials for that location.

APC – State House tour guides - reorganization of function

Managing for Results (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/d60a10_mfr_fy2012.pdf)

Technology Master Plan (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/msa_it_masterplan12.pdf)

Constituent and Interagency Services Department

The consolidation of the warehouse staff at the Baltimore City Archives the Archives main facility in Annapolis will result in savings of about \$100,000 and more efficient services to the courts, other agencies and the public.

Scanning and posting of all index information and the scanning of circulating microfilm

Major Initiatives

Archive-It

The Archives has partnered with a non-profit organization, <http://www.archive.org>, to ensure that web-based government publications and content is harvested and maintained in perpetuity for the benefit of future generations. Mr. Baker reminded the Commission members that the Archives has responsibility for local government records, but only a couple of the more than 160 municipal governments send to the Archives their new laws and meeting minutes because they maintain electronic copies on their websites. The Archives' one librarian, Christine Alvey, cannot surf the web and capture every government publication without an automated means, which is why the Archives partnered with Archive.org. Archive.org has perfected a tool that was developed in the academic community to harvest websites and catalog and categorize the information, separate out pdf publications, and render them back as a slice in time from that website. This function has been set up at the Archives, using their software called the Wayback Machine, to collect from the executive, legislative, and judicial branches, as well as from local government and other instrumentalities of the state, such as the Washington Suburban Sanitary Commission. While the data is maintained in San Francisco, the Wayback Machine allows the Archives to load the data locally as a way of accessing the slices in time. Within the past six months, the Archives harvested 2,436,497 documents on the

internet, a task that would have been impossible without the automated means. Mr. Baker took this opportunity to thank Stephanie Smith for her work in this area. Ms. Smith is a former intern, retained to work in the Administrative office. Mr. Baker described her as a very bright young lady who was able to quickly learn and refine the Archive.org programs for the Archives' use. Dr. Papenfuse added that Archive.org is also being used by the University of Maryland Special Collections to gather a great deal of material relating to Maryland. For those working with Baltimore City records, it is extremely helpful that they have put online all of the city directories up to about 1925 and are continuing through all of the directories. The directories are all searchable.

Technology Update

Most all of the Archives storage arrays are reaching end-of-life situation by December of this year. We are in the process of implementing a technology refresh.

Baltimore City Archives

State House Update

Old Senate Chamber – Capital budget secured (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/capital_budget_2011.pdf)

Old House Chamber - \$140,000 budgeted for exhibits (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/capital_request_march_2011.pdf)

State House Caucus Room (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/caucus_proposals_allmsa_2010.pdf) / Display of USS *Maryland* Silver Service (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/uss_md_silver_service_2010.pdf)

Exhibit Case for Washington's Resignation Speech.

Reinvigorating Records Management

Adoption of revised regulations (<http://www.msa.md.gov/msa/intromsa/html/reg02.pdf>)

Development of Records Management Guidance (http://www.msa.md.gov/msa/intromsa/html/record_mgmt/homepage.html)

IPER program to train state and local government employees (http://www.msa.md.gov/msa/intromsa/html/record_mgmt/cosa.html)

Publications

New revised and streamlined home page (<http://www.msa.md.gov>)

New State House web page (<http://www.msa.md.gov/msa/mdstatehouse/html/home.html>)

BaltimoreCityhistory.net (<http://baltimorecityhistory.net>)

Maryland's Art Collection (Friends of the Maryland State Archives)

Building Improvements (DGS)

New Cooling tower

New Chillers

New Furnace

Leaky roof (work underway)

Mold remediation in basement (work underway)

Joint Chairman's Report. The budget bill passed this past legislative session requires the Archives to undertake a study (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/d60a_jtchrnm_rpt.pdf) to evaluate:

- Space requirements for the storage of permanent record material and recommendations for the funding of these requirements
- Feasibility of funding records management and the archival program through a surcharge on existing fees generated at the creation of permanent records

- Cost / benefit analysis of storing records in privately-owned facilities versus operating state-owned facilities

Dr. Papenfuse explained to the Commission members that it was because of the tremendous support of the president of the Senate that the Old Senate Chamber is going to be restored. In addition, with the support of the House of Delegates, and particularly the Speaker of the House, the Archives received an additional \$140,000 to be used towards a visitors interpretation presence in the State House to tell visitors what they are seeing and to lead into the exhibits. Dr. Papenfuse and Mr. Baker expressed their gratitude in these efforts to Senate President Miller; Mark Schneidman, the Department of General Services project manager; and Elaine Rice Bachmann. Mr. Kummerow added that the new items in the House of Delegates are beautiful and a nice change. Mr. Baker mentioned that the Archives is now working very closely with Sam Cook, Department of General Services, because the changes require that all be conscious of the treasures that are now in the room, and alert to the best ways to safeguard and protect them.

Crowd control must now be addressed because of the floor loading issues. Occupancy limits will need to be set to ensure that there's a worthwhile visitor experience for people to learn about the State House.

Secretary Collins offered a motion of approval of the reports, seconded by Dr. Ridgway and unanimously approved, the chairman concurring

State Archivist's Report

Follow the Yellow Brick ... (<http://marylandarchivist.blogspot.com/2010/11/follow-yellow-brick.html>)

See also: the Maryland State Archivist's Blog (<http://marylandarchivist.blogspot.com/>) for other reflections on the mission of the Maryland State Archives, and a listing of Department Activities related to the mission of the State Archives undertaken since since last Hall of Records Commission meeting (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/html/departments_activities_14jun11.html), and the calendar of Education and Outreach activities below.

Immediate and Long Term Storage Needs:

A discussion with Secretary Al Collins of the proposed partnership with the Department of General Services to resolve the immediate storage needs of the Archives and to plan for a new remote storage facility. Proposed site (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/vol_1_append_2_site_photos_maps.pdf). Dr. Papenfuse related to the Commission members his appreciation for the assistance that the Department of General Services has provided in searching for a remote storage location for archival material. The plans for expanding the present Archives building in Annapolis and adding more space underground was thought by the last Legislative session to be extremely expensive and not a viable solution. A reevaluation of the needs and resources available pointed towards a solution that had been presented approximately ten years ago, the same solution used by The Johns Hopkins University at their Applied Physics Lab. To that end, Dr. Papenfuse met with Secretary Collins to discuss the possibility of the Archives renting a surplus property warehouse in Jessup. Secretary Collins confirmed the validity of the plan, stating that the Department of General Services was able to take the property off the market before they had received any realistic offers from the private sector. Dr. Papenfuse added that they will be working quickly to make the move, especially since the Archives will effectively run out of storage space as of July 1, 2011. Mr. Patoka asked if there would be a potential for shared storage space, remarking that the Bancker Douglass

Museum was moving items out of a storage space at Jefferson Patterson Park. Dr. Papenfuse answered in the affirmative. Mr. Baker added that, similar to the Applied Physics Lab, where they build additional pods as they need them, the Archives could also have additional pods added to the base plan for additional storage space. Mr. Baker informed the Commission members that the land that the surplus property warehouses sits on is 7 acres. In addition, the State owns the adjoining parcel of land, more than 500 acres, the majority of which is dedicated to the correctional facilities. The potential to use a portion of that land exists. Dr. Papenfuse shared with the Commission members another aspect to this move, which is the possible employment of trustees from the Womens Correctional facility. Secretary Maynard, Department of Public Safety and Correctional Services, has expressed to Dr. Papenfuse an interest in an educational and outreach program for computer management skills to be used for indexing. Dr. Papenfuse added a caveat that archival storage for paper and electronics is different than artifact storage, that there are different standards when building a facility.

Selected Outreach Efforts of the State Archivist:

July 2010: NHPRC grant to salvage the Baltimore City Archives and to inform the celebration of the successful defense of Baltimore in 1813-14, and again in 1861-65.

May 2011: Presentations for Governor O'Malley's trip to China: Maryland's first cargo of goods from China, 1785 (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/jpg/final_image_pallas_manifest_color_corrected.jpg). Dr. Papenfuse displayed for the Commission members an electronic copy of the framed picture that Governor O'Malley presented during his trip to China. Governor O'Malley's staff asked Dr. Papenfuse if there was anything at the Archives that would be of interest to the people in China that the Governor would be meeting with to encourage trade between China and Maryland. Using the manifest from the very first ship from China that came directly to Baltimore in 1785, Dr. Papenfuse put together a composite of images of the manifest, a Chinese translation of the arrival of the first cargo into Baltimore, the first advertisement relating to the cargo, and the presentation text on the side

Presented by Martin O'Malley, Governor of Maryland, in commemoration of the first direct importation of goods from China to Maryland in August of 1785, and our ongoing partnership in trade and commerce.

Dr. Papenfuse quoted the press in 1785, "It is thus commerce that binds and unites all the nation of the globe with a golden chain." Dr. Papenfuse explained that it was relatively easy to put it together quickly because it had been set up as an exhibit at the Paca House in honor of the visit of Wan Lee from the Anhui Province in the 1980s. It is one of the great follow-throughs that Governor O'Malley is scheduled to meet with Wan Lee's son in Beijing, and he will present him with one of the composite images.

June 2011: Commentary for the Johns Hopkins University Perspectives *Civil War Series*, at the Maryland Historical Society (<http://perspectives.jhu.edu/2011/06/maryland-a-house-divided/>).

Dr. Papenfuse related to the Commission members the details surrounding his participation in this series, and particularly the portion titled "Clara's Red Dress." In the 1980s, Greg Stiverson, a good friend and former colleague of Dr. Papenfuse, was doing a study of the state flag and its colors. On a day Mr. Stiverson was at the Maryland Historical Society conducting research, the dress depicted in the series arrived at the Society with a note pinned to it that read "*Clara Kleibacker, age 4, confronted by Union Troops wearing this dress and sent home to change because she was a rebel.*" Dr. Papenfuse remembered this dress and, when asked to talk about anecdotes about the tension in Baltimore City in 1861, he worked with Mr. Kummerow to have the dress available for the taping of the episode. Clara's father was a German immigrant from the 1840s, who opened a restaurant on Duggan's Wharf. He maintained the restaurant until after the

Civil War, living above the restaurant with his family. Duggan's Wharf is just below Pratt Street, so Clara would have seen the Baltimore Riots and the bloodshed. Clara's parents sent her to Sunday school one morning in May 1861 wearing the dress, until federal troops saw her, accused her of wearing a rebel dress, and sent her home to change. Clara's mother took the dress without washing it, placed it in a box and pinned a note to it. Clara kept the dress until she died in 1934. Clara Kleibacker was celebrated at her retirement in 1923 when the *American* ran a newspaper account of the fact that Ms. Kleibacker had handled more money than probably any single person who ever lived in Baltimore City, because she was the money counter for the Baltimore Transit Corporation. She and her sister, a schoolteacher, lived comfortably in a house they bought on what was Harlem Street. Dr. Papenfuse explained that, while the dress is important in relation to the conflict in Baltimore, Clara Kleibacker and her sister are also important because they represent the clerical staff and teachers who were the backbone of America. These women trained and educated the children of America. Dr. Papenfuse summarized by saying that starting with the four-year-old little girl, there was a story of the tension of 1861 and the story of the remarkable contributions that women made in the two legitimate professions that they were allowed to populate from the 1860s straight through to more modern times, teaching and clerical positions.

Dr. Papenfuse took a moment to explain the image of Clara Kleibacker's red plaid dress, reminding the Commission members that it is an archives' main responsibility to add value and understanding to the archival records. He explained that, in looking at the symbolism of the plaid dress, he found it extraordinary what could be found in terms of little girls and women wearing plaid. Dr. Papenfuse displayed three additional images.

The first image was of a daguerrotype that was listed for sale on eBay for a very short while. Dr. Papenfuse had captured the image, but the original has disappeared. It is unknown if there is a Baltimore connection, but it is clear that there is a Civil War connection. The image shows a little girl in a plaid dress holding a carte de visit of a Civil War soldier.

In the second image are two young African American women wearing plaid; these are the Edmondson sisters. The Edmondson sisters were two young women who were slaves working in households in Washington D.C. They were enticed to run away to the ship *Pearl*, which, when escaping down the Potomac, lost wind allowing the slaves onboard to be recaptured. The Edmondson sisters were subsequently sold into prostitution in New Orleans. Harriett Beecher Stowe's brother, Henry Ward Beecher, raised money to buy the Edmondson sisters out of slavery, and they were taken to Dr. Papenfuse's hometown of Macedon, a small town outside of Rochester, New York. In Macedon, the Edmondson sisters learned to read and write. The man in the center of the displayed image is Frederick Douglass, who was instrumental in providing for their education. Unfortunately, the younger Edmondson sister died shortly, but the older sister went on to teach in the free black school that Ms. Miner created in Washington, DC.

The third image shows a little girl in a plaid dress and is one of the most poignant, saddest images for Dr. Papenfuse. A book that Dr. Papenfuse encouraged others to read, *The Immortal Life of Henrietta Lacks*, tells the story of a woman who died at Hopkins Hospital from a huge range of diseases, including cancer. Henrietta Lacks' cells proved to be the most remarkable, resilient cells ever created in a human being, and they are still being used today for cancer research. They are the only human cells that scientists have been able to constantly and perpetually reproduce and use for scientific purposes. The young lady in the displayed image is the daughter of Henrietta Lacks, named Elsie. Elsie died an "idiot"

in Crownsville Hospital, which was pretty close to a prison. She looks like any normal, sweet little girl, but she was far more than that, carrying the same genes as her mother. Dr. Papenfuse reiterated how important it is to give meaning and value to the records, these images and the interesting story behind the change in Thurgood Marshall's first name.

June 2011: Introduction to the interns of the Summer 2011 Internship Program on *Adding Value to the Records in Our Care* (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/jpg/panorama_image.jpg)

July 2011: Privately-funded research trip to London, 10-17 July 2011. Dr. Papenfuse requested the approval of the Commission for a privately funded research trip to London in July 2011. He will be conducting research on black sailors who were incarcerated in Dartmoor Prison when they were captured from American shipping vessels between 1811 through to the end of the War of 1812. Dr. Papenfuse will also look closely at the lives of those slaves that fled to the British ships during the War of 1812 and were granted land in Trinidad, given land in Canada, or returned to slavery after finding freedom too difficult. Dr. Papenfuse specifically requested that the research trip be officially sanctioned to allow him to deduct the cost from his income tax.

Dr. Ridgway offered a motion of approval for Dr. Papenfuse to conduct privately funded research in London in July 2011, seconded by Ms. Melson and unanimously approved, the chairman concurring.

Publications (funded by the Friends of the Maryland State Archives)

Willard Hackerman Collection of Prints
James Brice House Book

Documenting Maryland Cemeteries

Mount Auburn (<http://www.screencast.com/t/rldqorTbKqC3>)

Summer 2011 Internship and Volunteer Programs

Volunteer involvement in Archival functions both at home and at our research sites (MSA and BCA)

Approval of Grant Applications

NHPRC SNAP Grant for Maryland SHRAB and Emergency Preparedness, \$7,658 (2010-2011)
NHPRC Detailed Processing Grant for the BCA, \$121,840 (2010-2013)
US DOE Grant for the Flight to Freedom Legacy of Slavery project, \$738,935 (2010-2013)
Middendorf Foundation Grant for State House Washington Document Display Case, \$60,000
Four Rivers Heritage Area Grant for State Art Collection booklet, \$2,500
IMLS HistoryMakers Grant -- 1 or 2 archivists placed with the Maryland State Archives for 9 months
Other grant applications and solicitations for funding that are in the works, including our partnership with the Friends of the Maryland State Archives

Special Thanks

Dr. Papenfuse expressed to the Commission members that it is to the credit of the extraordinarily capable and devoted staff that the Archives has been able to accomplish so many things. He took a moment to single out Joyce Phelps for her work. Ms. Phelps is responsible to ensure that the Archives warehouses run smoothly. This includes coordinating the transfer of records to the warehouses and their proper cataloging. Dr. Papenfuse also thanked Leslie Frazer for her work as Recording Secretary in support of the Commission meetings, from preparing the agenda,

minutes, and packets, to coordinating and setting up the catered lunch for attendees.

Research and Student Outreach

Summer 2011 Internship Program

Matching funds from Maryland Commission for Women, National Park Service Network to Freedom, St. John's College, Washington College, St. Mary's College

Project list (<http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/internprojectlist2011.pdf>)

Legacy of Slavery in Maryland Research

Continuing progress as funded by the US Department of Education grant. Quarterly Progress Report (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/march_doe_2011_report.pdf)

Land Office Requests

Application for Certificates of Reservation for Abandoned Land

Maryland Department of Natural Resources - for land in Washington and Frederick counties

Application for an Original Land Patent

Baltimore Area Council Boy Scouts of America - for land in Harford County

Appraisal and Description

Intergovernmental Preparedness for Essential Records

The Maryland State Archives has taken a leading role in promulgating the Intergovernmental Preparedness for Essential Records (IPER) training throughout the state. It is a course created by the Council of State Archivists to be taught by archivists/records managers/emergency personnel to state employees. There are two courses, Essential Records and Records Emergency Preparedness Response, that are each taught on a monthly basis. The courses help agencies identify their essential records, protect those records, and know how to respond in the event of an emergency. The instructors and other team members are comprised of several Maryland State Archives employees as well as employees from MEMA and DGS.

Automated Disposal Certificate

Program launching on 1 July 2011. Test site at <http://disposaltest.mdsa.net>

Recent Gifts, Deposits and Acquisitions

Special Collections (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/html/spec_coll_14jun11.html)

Within the Archives Special Collections is an area devoted to microfilm records from other repositories. The Clements Library of the University of Michigan, for example, has one of the largest single collections related to the bombardment of Fort McHenry, including papers relating to one of the British ships, the *Royal Oak*, that was bombarding Fort McHenry. However, one of the letters that they do not have was recently acquired by the Archives. This letter was written by the Vice Admiral on the *Royal Oak* to his wife immediately following the bombardment, in which he describes the whole proceedings and talks about the loss of a general who had been shot by the Americans at the Battle of North Point. The general's body had been brought aboard the *Royal Oak* bound for burial in England. The letter was purchased at auction by a New Haven manuscript dealer, who then offered it for sale in his catalog. The Friends of the Maryland State

Archives arranged for the purchase of the letter by Bob Gordon, to whom the Archives is very grateful, and they then donated the letter to the Archives. Dr. Papenfuse related that this is the only letter in which is found the British admitting that they couldn't beat the Americans because the resistance was too strong. Dr. Papenfuse read a quote from the letter:

We landed on the twelfth, fourteen miles from Baltimore at North Point. At three, the enemy was discovered and just as our troops were formed, an unfortunate ball struck my esteemed and gallant friend, General Ross. The only words he spoke were "Take me to the Royal Oak and if I die, request the Admiral to write my wife." I sincerely lament him. I formed a strong friendship for him and it was reciprocal. He was not only brave, but he was a good man. He was always at the front. At Washington, he escaped by a miracle. He had two horses shot under him. I have written to Mrs. Ross. She is at Bristol with his brother. He died on his way to the beach in the arms of a Lieutenant of the Royal Oak, who had always accompanied him. I have the body preserved and we propose burying him at Halifax and erecting a monument.

Our Army defeated the Americans, but on their approach to Baltimore, they found it defended by a strong entrenched camp with double their numbers to defend it. We had got within shot of the batteries, but they had sunk ships to prevent our approach. Our bombs could only throw shells into the fort, they could not reach the town. It was considered resolved to retreat, which they did and embark without molestation. There's only this to be said, that upon approaching Baltimore, it was found too strong and we gave up the enterprise having beat a superior force on the road. My own opinion is of course that if it had been attacked in the night by bayonet, it should have succeeded.

The letter had been written over several days, but this is the heart of the letter dealing with the bombardment. Dr. Papenfuse expressed the hope that the letter will be on view in the State House in a small exhibit relating to Annapolis' role in the War of 1812. As an aside, Dr. Papenfuse informed the Commission members of a book that the Archives is working with Willard Hackerman to publish of Mr. Hackerman's print collection. Two of the prints in his collection relate to the Battle of North Point, showing the layout of the troops.

Government Records (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/gov_records_14jun11.pdf)

Dr. Ridgway offered a Resolution of Appreciation for the recent gifts, seconded by Mr. Kummerow and unanimously approved, the chairman concurring.

Maryland State Archives On Line

Finding Aids, Reference Services, and Publications:

aomol.net, archivesofmaryland.net, marylandlegalhistory.net - Access to over 471,000 historical documents that form the constitutional, legal, legislative, judicial, and administrative basis of Maryland's government

baltimorecityhistory.net - Guide to the Baltimore City Archives and to Research and Writing about the History of Baltimore City

editonline.us - Transcription and editing of historical documents online

lrac.us - Land Records Access Committee and Image Retrieval System for Maryland

mappingmaryland.net - The Interactive Maps component of the *Flight to Freedom* and *County Boundaries* projects allows historians, genealogists, and researchers to search for Maryland property owners

martenet.org - Maryland Historical Maps
mdelect.net - Find your Elected Officials
mdgovpics.net - The Governor's Office Photo Gallery
mdgovpubs.net - Government Publication Library
mdhistory.net - Research and Lectures on Maryland History topics
mdhistpics.net - Historical Photographs of Maryland
mdhs.mdsa.net - Maryland Historical Trust
mdihp.net - Maryland Inventory of Historic Properties
mdlandrec.net - Digital image Retrieval System for Land Records in Maryland
mdmanual.net - Guide to Maryland Government
mdnewspapers.net - Guide to Maryland Newspapers
mdplats.net, plats.net - Digital Image Reference System for land Survey, Subdivision, and Condominium Plats
mdprobate.net - Digital Image Reference System for Maryland Probate Records
mdroads.net - Maryland State Archives Digital Imaging Management for State Highway Administration
mdsa.net - Maryland State Archives Homepage
mdslavery.net, slaverymd.net - African American Research at the Maryland State Archives
mdstatehouse.net - This website represents the initial phase of the Maryland State House Historic Structure Report Project
mdvitalrec.net - Vital Records Indexing Project
mopw.net/ids/login.cfm - Public Works
msa.md.gov/msa/intromsa/html/record_mgmt/homepage.html - Records Transfer and Storage Management
msa.md.gov/msa/refserv/govpub/html/search.html - Government Publications On Line
msa.md.gov/msa/refserv/library/html/lib_public_homepage.html - Archives Library Catalog
potomachistory.net - Maryland's Ownership of the Potomac River
teachingamericanhistorymd.net - A partnership program bringing historical resource materials and professional-development experience to K-12 U.S. history teachers
v3.mdlandrec.net - Version 3 of the Land Records Website

Education and Outreach

Activities of the State Archivist (see prior resolution on 4/19/2000)

Spring 2011: Teaching *Race and the Law Seminar: The Maryland Experience* at the University of Maryland School of Law

January 12, 2011: Dr. Papenfuse met with Lieutenant General (Retired) Orwin C. and Mrs. Nell Talbott, and received a decanter that was given to General and Mrs. Talbott by the Duke and Duchess of Kent in recognition of General Talbott's contributions to the 350th Anniversary celebrations. General Talbott died 4/26/2011 (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/talbott_obituary.pdf)

January 12, 2011: Dr. Papenfuse provided commentary for a Library of Congress podcast on his designation as a Digital Preservation Pioneer (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/digital_pioneer_papenfuse.pdf)

January 25, 2011: Dr. Papenfuse, Tim Baker, and Elizabeth Newell attended a committee meeting of the Senate Committee on Education, Health and Environmental Affairs, at which Dr. Papenfuse gave a briefing regarding State Designations and the process for review and evaluation under Chapter 405, Acts of 2010

February 17, 2011: Dr. Papenfuse presented a lecture as part of the 2011 Baltimore History Evenings on *A Spy in Charles Village, Or the Framing of Alger Hiss?*

- February 18, 2011:** Dr. Papenfuse and Chris Haley participated in the Washington College CV Starr Center for the Study of the American Experience program *Roots of a Nation - a Chesapeake Journey*
- February 24, 2011:** Dr. Papenfuse and Rob Schoeberlein provided an overview and tour of the Baltimore City Archives to members of the Maryland Caucus of the Mid-Atlantic Regional Archives Conference
- February 24, 2011:** Dr. Papenfuse presented a lecture at the Maryland Club on *George Washington's Resignation of his commission as Commander-in-Chief on 23 December 1783*
- February 28, 2011:** Dr. Papenfuse and Archives staff provided an overview and tour of the Maryland State Archives to staff of the Maryland Room, Pratt Library
- March 4, 2011:** Dr. Papenfuse, Tim Baker, and Rob Schoeberlein met with Governor William Donald Schaefer
- March 9 and 21, 2011:** Dr. Papenfuse met with members of the House Health and Government Operations Committee concerning HB 520, *Transportation - Procurement for MARC Train Service - Disclosure Requirements Regarding Involvement in Deportations*; see *Washington Post* article (<http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/no-way-to-run-a-railroad.pdf>)
- March 15, 2011:** Dr. Papenfuse participated in a committee meeting of the Historic St. Mary's City Commission
- March 22, 2011:** Dr. Papenfuse, Tim Baker, and Rob Schoeberlein attended the StateStat meeting
- March 26, 2011:** Dr. Papenfuse participated in a board meeting of the Historic St. Mary's City Commission
- April 8, 2011:** Dr. Papenfuse provided an overview and tour of the Baltimore City Archives to Malissa Rufner and Rhoda Dorsey
- April 17, 2011:** Dr. Papenfuse provided commentary for the Johns Hopkins University *Perspectives Civil War Series* (<http://perspectives.jhu.edu/civil-war/>)
- May 2, 2011:** Dr. Papenfuse participated in the 35th Anniversary of the Greater Baltimore Chapter of ARMA
- May 5-7, 2011:** Dr. Papenfuse participated in a meeting of the Jefferson Institute's Board of Directors
- May 11, 2011:** Dr. Papenfuse and Archives staff participated in a meeting of the Artistic Property Commission
- May 12, 2011:** Dr. Papenfuse provided a tour of the Annapolis complex and the Maryland State Archives to students from The Boys' Latin School of Maryland
- May 18, 2011:** Dr. Papenfuse and Mike McCormick provided an overview and tour of the Maryland State Archives to Senator Frank Shore and Julia Pflager
- May 25, 2011:** Dr. Papenfuse was interviewed by Jack Lewis and Daniel Ingham, of Wilde Lake High School, for their submission to the national level competition National History Day concerning the Trent Affair and the Civil War
- May 26, 2011:** Dr. Papenfuse participated at the Thomas Notley archaeological site
Dr. Papenfuse described to the Commission members his participation in the archaeological work at the Notley Plantation on the Wicomico River, just off the Potomac River, which is what his blog "Follow the Yellow Brick" is all about. It is an extraordinary story of 17th century Maryland. Julia King is doing a remarkable job with the archaeology and has discovered a settlement of people who were quite entrepreneurial and wealthy, acquiring 50,000 yellow bricks from the person who brought them from Sweden and distributing them among their houses up and down the Wicomico River. The residents were able to acquire the bricks through the establishment of an Admiralty Court and the

ground rules of the British non-importation laws, laws regulating trade in that particular time. It has become clear that the families along the Wicomico River, prosperous planters of the 17th century, benefited from those 50,000 yellow bricks, as they can be found all over the place.

May 31, 2011: Dr. Papenfuse presented remarks to members of the Maryland Circuit Court Clerks Association on records management, space issues, and MdLandRec.net version 3

June 1, 2011: Dr. Papenfuse participated in the commemoration of the sesquicentennial of *Ex parte Merryman*, at the Baltimore Bar Library, introducing Jonathan White

June 2, 2011: Dr. Papenfuse provided commentary for the Johns Hopkins University Perspectives *Civil War Series*, at the Maryland Historical Society (<http://perspectives.jhu.edu/2011/06/maryland-a-house-divided/>)

June 8, 2011: Dr. Papenfuse provided an introduction to the interns of the Summer 2011 Internship Program on *Adding Value to the Records in Our Care* (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/jpg/panorama_image.jpg)

Activities of Department Staff

December 17, 2010: Kathryn Baringer presented a lecture to the Maryland Association of Boards of Education concerning retention schedules

December 18, 2010: Chris Haley presented a lecture at the B&O Railroad Museum on *Blacks in Maryland, 1860: the Onset of War & Freedom*

December 21, 2010: Elaine Rice Bachmann provided commentary for a Kennedy Center's Arts Education Podcast on *JFK in the Arts*

January 13, 2011: Tim Baker, Reggie Shorter, Christine Alvey, and Sarah Hanks participated in the kick-off for the Archive-It Trial

January 14, 2011: Mimi Calver attended the memorial service for Elizabeth L. Ridout

January 20, 2011: Vicki Lee provided a tour of the Conservation Lab of the Maryland State Archives to Nadia Nasr and Ryan Williams

January 20, 2011: Chris Haley, Maya Davis, and Rachel Frazier were interviewed for an article in *Bay Weekly* concerning the recent Department of Education grant for Underground Railroad research and related discoveries over the years of Maryland's African American history (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/bay_weekly.pdf)

January 21, 2011: Mike McCormick provided archival career guidance to three University of Michigan undergraduate researchers

January 22, 2011: Rachel Frazier presented a lecture at the 5th Annual Montgomery County History Conference on *Researching Runaway Slaves*

January 31, 2011: Chris Haley, Maya Davis, and Rachel Frazier were interviewed for an article in *The Capital* concerning the recent Department of Education grant for Underground Railroad research (http://www.msa.md.gov/megafile/msa/stagsere/se1/se14/000000/000033/pdf/documenting_history.pdf)

February 3, 2011: Chris Haley participated as a panelist in the Bar Foundation of Montgomery County program "*Intersections*" *The Bar, the Law and the Underground Railroad*

February 7, 2011: Chris Haley presented a lecture to students of Wiley Bates Elementary School on *Gems and Jewels Mentoring School*

February 8, 2011: Rachel Frazier participated as a panelist in the Library of Congress panel discussion *The African American Experience in the Digital Age: How the Story of African Americans in the Civil War Era is Being Told Through Archival Documentation*

February 9, 2011: Mike McCormick provided an orientation on historical research to Watermark Tour Guides

February 18, 2011: Chris Haley participated in the Frederick Community College Project

Run-a-Way presentation

February 22, 2011: Mike McCormick presented a lecture to staff of the US District Court, Probation and Pre-Trial Services Office on *Criminal History Finding Aids*

February 25, 2011: Chris Haley presented a lecture to students at Mount Calvary Elementary School on genealogy

February 25, 2011: Chris Haley presented a lecture at Mount Calvary Catholic Church on genealogy

March 2, 2011: Chris Haley participated in the *Read Across America* program at Annapolis Middle School

March 7, 2011: Sasha Lourie and Archives staff provided interpretive tours of the State House Dome to Watermark Guides

March 16, 2011: Mike McCormick provided an overview and tour of the Maryland State Archives to researchers from the Downstate Delaware Genealogical Society

March 21, 2011: Tim Baker and Archives staff provided an overview and tour of the Maryland State Archives to staff of the Maryland Room, Pratt Library

March 24, 2011: Rachel Frazier hosted a student from Annapolis Area Christian School for job shadowing

March 25, 2011: Elaine Rice Bachmann presented a lecture to 5th grade students of Severna Park Elementary School on *Maryland Day*

March 31, 2011: Mike McCormick presented an orientation on the Maryland State Archives as part of the Prince George's Community College Seasoned Adults Growing Exceptionally Program for Seniors

April 14, 2011: Tim Baker, Mike McCormick, and Christine Alvey provided an overview and tour of the Maryland State Archives to members of Maryland Interlibrary Loan (MAILL)

April 15, 2011: Jarrett Drake presented a lecture for Career Day to students at Buck Lodge Middle School

April 18, 2011: Tim Baker and Archives staff provided an overview and tour of the Maryland State Archives to members of the Daughters of the American Revolution, Ann Arundel Chapter

April 20, 2011: Kathryn Baringer provided an orientation on MdLandRec.net and a tour of the Maryland State Archives to members of the Law Library Association of Maryland

April 30, 2011: Jarrett Drake presided as a judge for Maryland History Day at the University of Maryland Baltimore County

May 6, 2011: Vicki Lee provided a tour of the Conservation Lab for representatives from the Pratt Library and the Gilman School

May 11, 2011: Chris Haley presented a lecture at the Museum of Rural Life on *Researching Stories of Slavery and the Underground Railroad*

May 16, 2011: Dr. Papenfuse and Rob Schoeberlein participated in a Deed of Gift Signing for the donation of the Provident Hospital Archives Collection

May 20, 2011: Tim Baker presented a lecture to participants in the State and Local Government Law Institute on *Electronic Records*

May 23, 2011: Vicki Lee and Carrie Gross taught the IPER course *Records Emergency Planning and Response*

May 26, 2011: Maria Day, David Armenti, and Jarrett Drake provided an overview and tour of the Maryland State Archives to staff of the Sojourner Truth Room, and participated in a discussion of African American genealogy resources

June 6, 2011: Elaine Rice Bachmann and Sasha Lourie conducted a tour of the State House Caucus Room for the Annapolis History Consortium

June 8, 2011: Sarah Patterson taught the IPER course *Essential Records*

June 10, 2011: Elaine Rice Bachmann served as a Judge for the Severna Park Elementary

School program *Simulated Congressional Hearing, Maryland's "We the People"*

June 10, 2011: Vicki Lee and Conservation Lab staff presented a lecture to Summer Interns and staff on *Proper Records Handling, Care, and Preservation*

June 13, 2011: Kathryn Baringer and Archives staff presented a lecture to Summer Interns and staff on *Electronic Finding Aids of the Maryland State Archives*

Forthcoming special meetings of the Commission and events of interest

June 15, 2011: Sasha Lourie will conduct a curator's tour of Government House and the State House Caucus Room for the American Silver Guild

June 25, 2011: Chris Haley will present a lecture at the Kunta Kinte - Alex Haley Foundation event concerning *Family Genealogy*

September 23, 2011: Dr. Papenfuse and Elaine Rice Bachmann will conduct a tour of the State House and present a lecture to member of the National Society of the Washington Family Descendants on *Washington in Annapolis*

October 25, 2011: Dr. Papenfuse and Mimi Calver will provide a presentation to members of the Chief Executives Organization on *George Washington's Resignation Speech*

October 15, 2011: Dr. Papenfuse will be honored by the Baltimore City Historical Society as a Living Historian and for his work in reviving the Baltimore City Archives

New Business

Mr. Kummerow invited the Commission members to the Maryland Historical Society at the end of June to view the exhibit "Inventing a Nation." The exhibit will highlight paintings and objects to bring the Revolutionary era to life. Mr. Kummerow mentioned that the exhibit will include items from the Archives Artistic Properties from the State House. It will also highlight Martha Washington's dress that she wore in the 17th century and which was used into the 1870s, showing how the dress was adapted to the changes of fashion.

Next meeting

The next Hall of Records Commission meeting is scheduled for Tuesday, November 15, 2011.

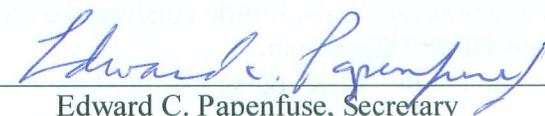
Adjournment

There being no further business to discuss, the meeting adjourned at 1:39pm.

Approved by the Hall of Records Commission, November 15, 2011.



The Honorable Robert M. Bell, Chairman



Edward C. Papenfuse, Secretary

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