

incredibly small and simple. The governor and a handful of associates handled the day to day affairs of state directly, from drafting memorials to Congress and the commander in chief to ordering wood for the State House fireplaces. As late as the end of the nineteenth century, when Elihu Riley published the first *Maryland Manual*, the offices and officials of Maryland State and local government could be fully described in a small volume of just over 200 pages.

The goal of the *Maryland Manual* is to record, every two years, the current status of Maryland State, county, and local government. As government becomes more complex, so does the task of compiling the *Manual*. To a large extent the quality of the book is dependent upon the people in the cities and towns, the counties, and the various State agencies who take the time to answer our letters and respond to our telephone inquiries. The staff of the Hall of Records, in particular, deserves special mention. While the Hall of Records has compiled the *Maryland Manual* biennially since 1949, it has never had a single staff position specifically devoted to the task. When the time comes to begin work on a new edition, personnel on the staff must be diverted from other, equally important, tasks to get the job done. As a result, the workload on the entire staff is increased for the six to eight months required to complete the book. Therefore, those of us involved in the production of this *Maryland Manual* wish to extend our sincere thanks to our co-workers for their patience, understanding, and assistance.

Cooperation from the Department of General Services, of which the Hall of Records is a part, was essential for the successful completion of this book. Secretary J. Max Millstone, Deputy Secretary Jerome W. Klasmeier, Assistant Secretary Robin J. Zee, and Jack A. Kelly, Director of the Office of Central Services, proved supportive as always. Will Culen of the Department of General Services' Purchasing Department reviewed the specifications and supervised the bidding of the contracts involved in the job. Our special thanks are due to Carleton "B" Hayek, General Services' talented graphic artist, for both the book and cover design. Production of the book was further facilitated by the experienced and expert personnel of *International Computaprint Corporation of Fort Washington, Pennsylvania*. Eileen Colahan and her staff provided every consideration possible throughout the composition of this long and complex book.

Legislative redistricting following the 1980 census necessitated that new graphics be developed for this edition of the *Manual*. Joan Burns of the University of Maryland Legislative Liaison Office kindly alerted us to the availability of State redistricting maps produced by the Cartographic Services Lab, Department of Geography, of the University of Maryland. Philip V. Bikle, president of Cartography, Inc., of Hagerstown personally supervised the creation of the splendid county district maps that appear hereafter. Compilation of information on redistricting was assisted by Susan Alderman of the Department of State Planning and Karl Aro of the State Department of Legislative Reference. Other graphics in the book were quickly and expertly provided by Donna March of Severn Graphics in Glen Burnie.

While legislative redistricting required that considerable attention be given to new graphics, other changes were also incorporated into this edition of the *Maryland Manual* to improve its value as a reference book. Information in the county section was expanded, and a new section on Interstate Agencies was added. The practice of listing defunct agencies, begun with the last edition, was expanded. Agency histories have been expanded, and at the suggestion of Kirk Hurley of Dorchester County additional information has been added to the Historical List section of the book. By law, the Constitution of Maryland must appear in each edition of the *Maryland Manual*, and the *Manual* is the most readily available source for the text of that document. Traditionally, footnotes that appear in the Constitution as printed in the *Manual* have only referred to the most recent amendments affecting particular sections. In preparation for this edition, Diane Frese, associate editor of the *Manual*, undertook the extensive research necessary to expand the footnotes in the Constitution so that they now document every change that has occurred by way of ratified amendment since the Constitution was adopted in 1867.

Due to the lack of full-time staff to devote to the *Maryland Manual*, we must rely on intern assistance for a portion of the research required for compiling the book and improving specific sections. This edition benefited from the diligence of Kay Davis, Monica Forbes, Gene Mahan, and Eileen Parris, participants in the Hall of Records State Publications internship program. These interns conducted much of the research required for developing improved agency histories. Eileen Parris returned to help us complete the book, and her expanded role is reflected on the title page of the book. The other editorial assistant, Nancy Gribko, came to us as an intern from Frostburg College. Working part-time for several months, she helped assemble much of the data that appears hereafter and undertook responsibility for the unglamorous, but vital, task of mailing out clipsheets and logging in replies.

Cooperation from the Governor's Appointments Office is critical in compiling the *Maryland Manual*, and Constance R. Beims, the Governor's Appointments Officer, and Pat Joyce and Deborah Janis of her staff were always helpful. Margaret Lee, Chief Clerk of the Central Files Office in the Executive