

## LETTER OF TRANSMITTAL

November 2, 1950

TO THE HONORABLE  
HALL OF RECORDS COMMISSION  
ANNAPOLIS, MARYLAND

Gentlemen:

Fiscal year 1950, which ended June 30 last, proved to be an exceptionally interesting one for the staff of the Hall of Records. As this report will indicate we did not neglect any of the forms of archival work which have by now, after fifteen years, become the established pattern at the Hall of Records. The quantity of materials which passed through the repair room increased again, approximately the same number of persons came to the Hall of Records to do research of one kind or another, and the number of inquiries to which we responded also continued at a high level. Accessions of public records were brought in as rapidly as we could take care of them. The county land record photostating program came within sight of the end, and important additions to our collection of finding aids were made.

What is perhaps of more interest to you, however, is that we have become more seriously committed to other archival projects as our control of the older records has progressed. Your attention is called, for example, to our efforts to collect a complete set of the publications of State agencies which I have reported in some detail. You will also be interested, I am sure, in our endeavors to improve the *Maryland Manual* and in our progress with the microfilming of county records. Insofar as the other governmental agencies of the State are concerned nothing we have ever accomplished is so important as our new work in the scheduling and disposal of non-current records. Since this work is so new to us we have reported on it at length in the expectation that you will want to give us the benefit of your counsel in a matter of so much importance. How important this problem is to us is indicated by the fact that any one of several decisions which we made for records disposal saved the State more than the annual budget of the Hall of Records.

Finally, I know that you will be interested in the fact that the Hall of Records, its staff and its work, is receiving increased recognition from