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INVENTORY OF THE COUNTY AND TOWN
ARCHIVES OF MARYLAND



PREPARED BY

THE MARYLAND HISTORICAL RECORDS SURVEY
DIVISION OF COMMUNITY SERVICE PROGRAMS
WORK PROJECTS ADMINISTRATION

NO. 2 ANNE ARUNDEL COUNTY (ANNAPOLIS)

BALTIMORE, MARYLAND
THE MARYLAND HISTORICAL RECORDS SURVEY

1941

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NO. 2. ANNE ARUNDEL COUNTY (ANNAPOLIS)

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The Maryland Historical Records Survey
Division of Community Service Programs
Work Projects Administration

Sponsored by
The Hall of Records Commission

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Baltimore, Maryland
The Maryland Historical Records Survey
December 1941

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FOREWORD

The Inventory of the County and Town Archives of Maryland is one of a number of guides to historical materials prepared throughout the United States by workers on Historical Records Survey projects of the Work Projects Administration. The publication herewith presented, an inventory of the archives of Anne Arundel County, is number 2 of the Maryland series.

The Historical Records Survey program was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local governments, and which provide invaluable data for students of political, economic, and social history. Up to the present time 1,500 publications have been issued by the Historical Records Surveys in the states. The archival guide herewith presented is intended to meet the requirements of the day-to-day administration by the officials of the county, and also the needs of lawyers, businessmen, and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalog for printed sources.

The inventories produced by Historical Records Survey projects attempt to do more than give merely a list of records-- they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of Historical Records Survey projects, even in a single county, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey program was organized by Luther H. Evans, who served as Director until March 1, 1940, when he was succeeded by Sargent B. Child. The Survey operates as a Nation-wide series of locally sponsored projects in the Division of Community Service Programs, of which Mrs. Florence Kerr, Assistant Commissioner, is in charge.

Howard O. Hunter
Commissioner of Work Projects

"To bring together the records of the past and to house them in buildings where they will be preserved for the use of men living in the future, a nation must believe in three things. It must believe in the past. It must believe in the future. It must, above all, believe in the capacity of its people so to learn from the past that they gain in judgment for the creation of the future."

Franklin Delano Roosevelt

PREFACE

The Maryland Historical Records Survey Program has as its objective the preparation of inventories for state, county, city, town, and church records. It is hoped eventually to provide a complete guide to the basic primary sources of local history and government in the State of Maryland. When the Inventory of County and Town Records of Maryland is complete, it will consist of a series of twenty-three separate units numbered according to the alphabetical sequence of counties. Thus the inventory here presented for Anne Arundel County is No. 2. The inventories of the state archives and of the archives of the city of Baltimore will appear as additional volumes. The catalogs of the records of religious organizations will constitute a separate series of publications.

The Historical Records Survey in Maryland was begun in February 1936 as part of the Federal Writers' Project. It became an independent unit of Federal Project No. 1 in October of the same year. On September 1, 1939, it became a state project, officially sponsored by the Hall of Records Commission. The project now operates under the general administrative supervision of Mrs. Amalie S. Fair, Director of Community Service Programs.

The survey in Anne Arundel County was begun in October 1937. The field work was done by Grace H. Lawton, Amelia C. Snyder, Charlotte Parker, Henry M. Lyles, and George Deinlein. In addition to making the survey, the first three field workers also arranged and classified the court records in the basement vault of the clerk of the circuit court. Checking was done by Francis J. Laing. All work was rechecked and brought up to date, as of January, 1941, by the supervisor of the project. Editing of the inventory was done in the Baltimore office. Charts and maps were prepared by Walter W. Wischmeyer. In the writing of the essays, the editor had the assistance of Mrs. Edna Colman and Jerome Blum. The assistance and counsel of Dr. Morris L. Radoff, Archivist of the Hall of Records Commission, are gratefully acknowledged.

All of the officials of Anne Arundel County and their assistants cooperated in every way with the workers, and grateful acknowledgment of their aid is hereby made. The officials at the time the survey was made were: the Hon. Ridgely P. Melvin, associate judge of the fifth judicial circuit and resident judge at Annapolis; John H. Hopkins, 3d, clerk of the circuit court; William Dawson, Weens R. Duvall, H. Emory Gray, Thomas Johnson, John J. Levay, William A. Pumphrey, and J. Thomas Hutchins, county commissioners; Maynard Carr, William B. Elliott, and Owain E. Owens, judges of the orphans' court; R. Glenn Prout, register of wills; James A. Walton, county treasurer; Russell C. Turner, county sheriff; Marvin I. Anderson, state's attorney; Edward Hall, Jr., county surveyor; James G. Woodward, Robert T. Franklin, and John Denyan, Jr., trial magistrates; Emil Kruger, Frank T. Stockett, and Louis J. DeAlba, supervisors of elections; Alexander W. Andrews, David S. Jenkins, Mrs. Edna P. Payne, George T. Cronwell, and Mrs. Edna G. Ferric, county board

of education; George Fox, county superintendent of schools; George T. Cronwell, supervisor of assessments; Dr. W. J. French, county health officer; Thomas J. Hall, 3d, Rolland M. Tell, Dr. Henry Walter, R. Tilghman Brice, Walter E. Albrecht, Dr. J. Willis Martin, county welfare board; Miss Clara Willman, executive secretary; Wilbur R. Dulin, Robert C. Ward, and Thomas W. Pumphrey, Jr., board of license commissioners; H. Cleveland Logue, budget supervisor; Dr. John M. Claffy, deputy medical examiner.

Publication of the Anne Arundel County Inventory was made possible by the cooperation of the Work Projects Administration of Maryland, the board of county commissioners of Anne Arundel County and the Enoch Pratt Free Library of Baltimore. If funds are available when the other county units are completed, the entire inventory will appear in uniform volumes.

A complete list of the publications of the Maryland Historical Records Survey will be found at the end of this volume. All the units will be distributed free of charge to state and local public officials and to public libraries of Maryland as well as to a limited number of libraries and government agencies outside the state. Requests for information covering any of the units of the Inventory should be addressed to Charles Hirschfeld, Maryland Historical Records Survey, 34th and Frisby Sts., Baltimore, Maryland.

December, 1941

Charles Hirschfeld, Ph.D.,
State Supervisor,
Maryland Historical Records Survey

ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

alph.	alphabetically
<u>Arch. Md.</u>	<u>Archives of Maryland</u>
arr.	arranged
art.	article
aver.	average
ch(s).	chapter(s)
chron.	chronologically
deft.	defendant
est.	estimated
f.b.	file box(es)
f.d.	file drawer(s)
hdw.	handwritten
<u>ibid.</u>	the same reference
i.e.	that is
<u>loc. cit.</u>	work and page already cited
Md. Const.	Constitution of Maryland
n.d.	no date of publication
n.p.	no place of publication
no(s).	number(s)
numer.	numerically
<u>op. cit.</u>	in the work cited
P.; pp.	page(s)
P.G.L.	Annotated Code of the Public General Laws of Maryland
plf.	plaintiff
P.L.L.	Code of Public Local Laws of Maryland
pt.	part
ptd.	printed
rm.	room
sec.	section(s)
St. at L.	<u>United States Statutes at Large</u>
subch.	subchapter
subsec.	subsection
vol(s).	volume(s)
--	to date

Titles of Records. Titles of individual entries are shown exactly as they appear on the volumes or file drawers. Where the original record carried no title, a title has been assigned and placed in parentheses in solid capitals. The titles in parentheses with initial capitals are intended only to make the exact title clearer.

Where various items of a record have different titles, the current or most recent title has been used as the title of the entry.

Abbreviations and
Explanatory Notes

Dates. All dates are inclusive. Broken dates indicate that the records for the missing years could not be found.

Labeling. Letters or numbers in parentheses following the number of containers indicate the exact labeling on volumes or file drawers. Complicated labeling arrangements are explained rather than reproduced. If no labeling is indicated, it is to be understood that there is none.

Cross References. Title-line cross references are used to show the continuity of a record series which has been kept separately for a period of time and with other records for different periods of time. An example is that in entry 3: "1894-1910 in Certificate Ledger, entry 41." They are also used in all artificial entries, those set up to cover records which must be shown separately because they are kept in unrelated files or records, as, for example, the title-line cross reference in entry 36, "In Miscellaneous, entry 45," or in those set up for a record which is never kept separately but is found in two or more records of miscellaneous content. In both instances, the description of the master entry shows the title and entry number of the record from which the cross reference is made as, for example, these words in entry 45 do: "Contains: (Building Permits), 1939--, entry 36." Dates shown in the description of the master entry or entry of miscellaneous content are only for the part or parts of the record contained therein, and are shown only when they vary from those of the master entry.

Separate third-paragraph cross references from entry to entry, and See also references with subject headings or subheadings are used to show prior, subsequent, or closely related records which are not parts of the same series.

Indexing. The entry for an index serving one record, unless it is self-contained, follows its record entry. When an index serves more than one record, it precedes these records. Unless otherwise indicated, it may be assumed that records are not indexed.

Condition of Records. The physical condition of records is assumed to be good unless otherwise indicated.

Dimensions. Measurements for all records are given in inches.

Location of Records. The locations given for the records are the locations at the time the survey was made. These are subject to change.

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Records. Property Records; Real Property; Per-
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Annapolis: Annapolis Fire Department; Independent	

Fire Company, No. 2; Rescue Hose Company, No. 1;
Water Witch Hook and Ladder Company. Brooklyn.
Earleigh Heights. Eastport. Galesville. Glen
Burnie. Jessup. Linthicum Heights. Odenton.
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1. HISTORICAL SKETCH

Anne Arundel County is in Southern Maryland. It is a roughly triangular-shaped area of 419 square miles or 268,160 acres. Its northern boundary skirts the southern edge of Baltimore City and its western limits extend within fifty miles of Washington. It is almost entirely water-bounded: its eastern boundary is washed by the tidal waters of the Chesapeake Bay; the Patapsco River forms its northern limits; and its western boundary is threaded by the Patuxent River. Only its southern section is bounded by land - Calvert County. The many bays, inlets, and creeks reaching from the Chesapeake make the contour of the county's eastern boundary extremely irregular.¹

The county, one of tidewater Maryland's peninsulas or "necks", has a salt water frontage of about ten times its approximately thirty-six miles of length. The sharply broken and tortuous shore line of the Chesapeake Bay and its estuaries is its outstanding physiographic feature. It is also characterized by level or rolling uplands and inter-stream areas, but is very hilly adjacent to the main streams. Drainage is excellent over most of the uplands, but there are also areas of tidal marshes. All the streams in the county are tributary to the Chesapeake Bay, either directly, or indirectly through the Potomac and Patuxent rivers. Erosion is active throughout the upland sections. The county's light-colored, gray-brown, well-drained soils are largely free of organic matter and are derived from beds of unconsolidated clays, sandy clays, sands, and sandy material containing gravel.²

Antedated only by St. Mary's and Kent counties, Anne Arundel County was erected in 1650 by act of the General Assembly. The law provided that "that part of the Province of Maryland on the west side of the Bay of Chesapeake over against the Isle of Kent formerly called by the name of Providence by the Inhabitants there residing and inhabiting this yeare shall from henceforth bee erected into a Shire or County by the name of Annarundell County."³ The new county was so named in honor of Lady Anne Arundel, wife of Cecilius, second Lord Baltimore.

The boundaries of Anne Arundel County have changed several times and been the subject of investigation and litigation. Land was taken from the county in 1659 to form Baltimore County and in 1851 to form Howard

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1. S. W. Phillips, S. O. Perkins, and H. B. Winant, Soil Survey of Anne Arundel County, Maryland, p. 1.
 2. Homer P. Little, "The Physiography of Anne Arundel County", Maryland Geological Survey, Anne Arundel County, p. 48; J. C. Britton and C. R. Zappone, Jr., "The Soils of Anne Arundel County" ibid., pp. 133-174.
 3. Arch. Md., I, 292.

County. The county's area was once more decreased in 1919 when certain sections were annexed to Baltimore City. Defining the respective limits of Anne Arundel and the contiguous Calvert County has been a long-drawn task.⁴

The first settlement in the county, made in 1649 on the Severn River, was followed subsequently by settlements at Herring Bay, West River, South River, and Middle and Broad Necks. The first settlers along the shores of the Severn River were ten families of English Puritans, headed by Richard Bennett and Edward Lloyd. These were refugees from the repressive laws of the Virginia colony, who were granted sanctuary in Maryland when the Toleration Act was passed by the Assembly in 1649.⁵

The early years of the settlement, which then bore the name of Providence, were enlivened by the colonial repercussions of the successful Puritan rebellion in England. Commissioners sent out by Parliament "reduced" the province to obedience and the Puritans from Providence took control of the government. When it became known that Cromwell had not annulled the Maryland charter, Governor Stone led an armed force from Saint Mary's to reestablish the Proprietary authority. This little army was defeated by the Puritans from Providence at the mouth of Spa Creek on March 25, 1655. There followed a period of great confusion, during which nobody knew where authority rested. The Puritans lost their influence, however, after the restoration of King Charles II in 1660.

In the subsequent years of slow, peaceful growth, Providence was renamed the Town at Proctor's and later Anne Arundel Town. No other towns developed in the county during this early colonial period when life was so exclusively agrarian. The principal agricultural crops of tobacco, corn, and wheat were considerably in demand in England, and were exchanged for such manufactured products as were needed. Vegetables, fruits, and livestock were produced for home use. The low, level lands near the waterfronts were settled first; most of the land was in large tracts, on which slaves and indentured servants were extensively employed. The roads were few and poorly developed; shipping and communication were conducted principally by water.⁶

In 1694, after the Protestant Revolution, Governor Francis Nicholson moved the seat of the Maryland government from the remote and Catholic Saint Mary's to the more central and Protestant town on the Severn, Anne Arundel Town; the town was renamed Annapolis the following year in honor of Princess Anne, later Queen. Thirteen years elapsed, during which time the Governor and Assembly engaged in acrimonious disputes, before a city charter was issued. The new political control and the natural evolution of the province away from

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4. For details of the boundary changes of Anne Arundel County, see Edward B. Mathews, The Counties of Maryland, pp. 436 ff.
 5. The history of Anne Arundel County is detailed in Elihu S. Riley, A History of Anne Arundel County in Maryland.
 6. Phillips, Perkins, and Winant, op. cit., p. 4.

the outlying and inaccessible Saint Mary's City reflected a transition from the pioneering era to a riper social, domestic, and political condition.

During Governor Nicholson's administration, an important development in public education took place. The Governor's interest in colonial education had been first manifested before his Maryland appointment when, as Lieutenant-Governor of Virginia, he had been instrumental in the founding of William and Mary College, and this interest continued after his transfer. He secured the passage of an act in 1696 which established King William's School in Annapolis. This school flourished until after the Revolution, and was succeeded by the newly-established Saint John's College in 1785.

The golden years of the colonial era continued throughout the eighteenth century, when the province entered a long, unbroken period of peace and prosperity. The most characteristic expression of life during this age centered around the plantations and the planters' winter season in Annapolis, then evolving from "a parcel of wooden houses" into a city of stately residences and public buildings. There the cultural and social gaieties and elegances of eighteenth-century London were picturesquely cultivated with the exaggerated enthusiasm of a provincial capital. Opulent tobacco planters built elaborate Georgian town houses in which they wined and dined away the time between fox hunts and racing meets. This colorful era was recorded in the florid journalistic style of the day in the Maryland Gazette, the first and oldest permanent publication of the South, which was first issued in September 1727 by William Parks, the Annapolis publisher.

London Town, four miles south of Annapolis on the south bank of South River, seemed destined during the decades between 1730 and 1750 to become the center of the colony's commercial activities. Transactions in real estate boomed, but soon the trend of business was directed elsewhere, and the town disappeared almost overnight.

The golden age dissolved into the turmoil which prefaced the American Revolution, with Charles Carroll and Daniel Dulany at loggerheads over the question of loyalty and rebellion. When the Stamp Act was passed in 1765, Zachariah Hood, agent for the stamped paper, was not openly permitted to land and was hanged and burned in effigy. Nevertheless, Hood landed secretly, but another warm reception, in which large crowds showed their "detestation and abhorrence of" him, led to his flight to Long Island. The brig, Peggy Stewart, arrived on October 14, 1774 with a cargo of tea, and after several days of heated discussion with citizens' committees, Anthony Stewart, the owner, was obliged to set fire to the vessel.

When it became clear that war was unavoidable, the Maryland Convention suggested, with polite attestations of friendship, that it would be better if Governor Robert Eden should leave. In an equally friendly manner he acceded and sailed on June 24, 1776. He returned in 1783 but died soon after.

Fortifications were erected at the mouth of the Severn; but, although British vessels passed up and down the Bay, there were no attacks. American troops passed through the county on their way from one field of operations to another. The last years of the war were enlivened by the presence of the French under Rochambeau and Lafayette in the course of their Southern campaigns.

Congress met at Annapolis from November 26, 1783 to June 3, 1784. During this session, George Washington resigned his commission as commander-in-chief of the Continental armies and the treaty of peace was ratified. Meantime, the center of commercial and political importance in Maryland had shifted from Annapolis to Baltimore. The Tory portion of the old aristocracy had either fled or was impoverished, and many others were attracted to the rising city to the north.

In 1808, the Government built Fort Severn on Windmill Point. This stronghold appears to have deterred the British from attacking Annapolis during the War of 1812, for, although squadrons more than once anchored near the mouth of the river, they sailed away without attempting to damage the state capital. Fort Severn remained an Army post until 1845, when title was transferred to the Navy, and it became the nucleus of the United States Naval Academy.

During the Civil War, the county was predominantly Southern in sympathy, but its citizens engaged in no acts of violence. General Benjamin F. Butler, on his way to Washington with Massachusetts troops, heard of the Baltimore riot of April 19, 1861, and sailed past that city to Annapolis on the Ferryville-Havre de Grace ferry-boat. After remaining for about a month and sending on several regiments to Washington, he removed to Baltimore. Annapolis was out of the way of military operations and saw the effects of war only in the multitude of wounded who were hospitalized at Saint John's College and the Naval Academy. The prisoners who were concentrated there were later removed to Camp Parole, where a concentration camp was established in 1862 by the Union soldiers for paroled Confederate prisoners. The camp was also used when prisoners were being exchanged. As many as 30,000 men were interned there at a single time.

Disorganized by the emancipation of the slaves and the unsettled conditions subsequent to the Civil War, agriculture stagnated. Tobacco growing, which necessitated much hand labor, was particularly affected. The subsistence crops, principally grains, were to some extent substituted, but much of the land was left idle due to a widespread exodus from the farms, many people migrating to the cities or to western agricultural states, where conditions were better.

Between 1880 and 1900, fruits and vegetables began to be grown for market, and these crops became profitable with the increased demand from the rapidly growing cities of Baltimore and Washington. The establishment of the canning industry enabled the farmers to dispose of their surplus vegetables and fruits.

The present rural population of the county is largely descended from the original English stock, but the urban population is drawn from a much wider source. Most of the foreign born in Anne Arundel County are Italians and Greeks. The population of Anne Arundel County, as reported by the 1940 census, was 68,375 of which more than seventy-five percent was classed as rural. The most densely settled sections of the county are in the vicinity of Annapolis and along the main highways; and the most sparsely settled sections are the western and southwestern parts and the sand-hill belt. The only city in the county is Annapolis, with a population of 13,069; it is the county seat, the state capital, and the home of the United States Naval Academy. The larger rural villages are Eastport, West Annapolis, Galesville, Glen Burnie, Linthicum, Shipley, Pumphrey, Odenton, Severna Park, and Jessup; the numerous trading centers and settlements include Mount Zion, Davidsonville, Jacobsville, Mayo, Parole, and Crownsville; and the river shores are being rapidly developed into summer communities, such as Arundel-on-the-Bay, Sherwood Forest, and Magothy River points.

Transportation facilities have contributed greatly to the county's development. The northern and northwestern parts of the county are served by the Baltimore and Ohio Railroad main line, by the Pennsylvania Railroad main line, and by the Baltimore and Annapolis Electric Railway; the extreme southern part of the county is crossed by the Chesapeake Beach Railway operating from Washington to Chesapeake Beach in Calvert County. Bus lines operate from Annapolis to Washington, to points in Calvert County, and to Baltimore. Automobile freight lines operate out of Baltimore south through Annapolis to Solomons Island. The hard-surfaced main roads which extend to the principal rural communities are maintained in excellent condition throughout the year.⁸

Of the county's total taxable wealth of \$5,787,970 in 1930, \$3,994,759 was derived from agricultural sources and but \$1,793,211 from manufacturing. The 1930 census reports that 71.3 percent of the 1,555 farms in the county were operated by owners, 26 percent by tenant farmers, and 2.7 percent by managers. The average size of the farms was 88.9 acres. Corn accounted for 12,566 acres in 1929, tobacco for 5,096 acres, hay for 4,764 acres, and wheat for 2,429 acres. Crop rotation differs in different parts of the county. Corn and tobacco are followed by soybeans, which in turn are superseded by wheat and hay, in the central and southern parts. Corn is followed by wheat and grass in the general-farming sections. Winter cover crops of rye and wheat are sometimes sown in trucking sections to be plowed under in the spring for green manure.

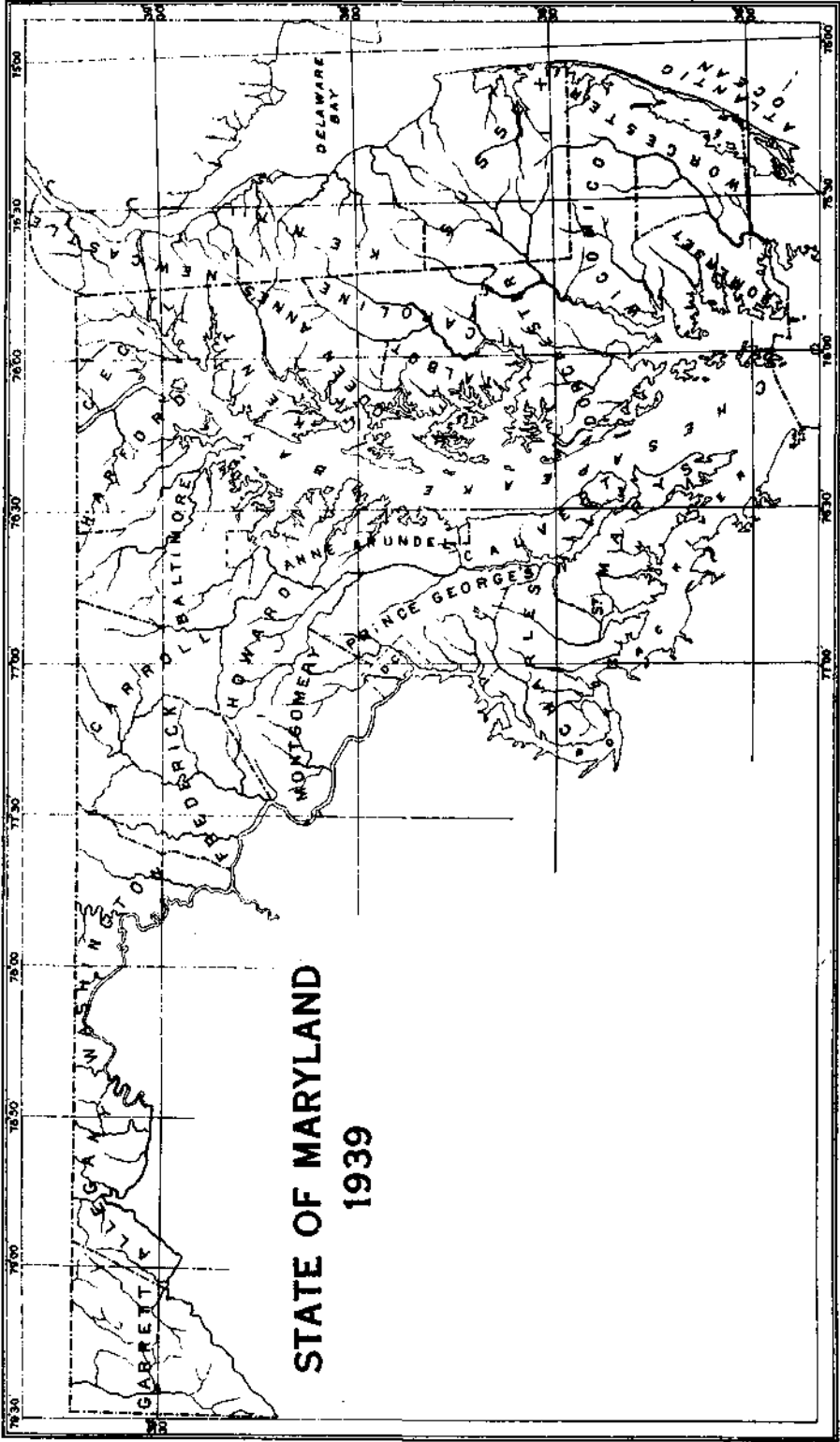
At present, the agriculture of the county consists of truck and small-fruit growing in the northern part; general farming in the

8. Ibid., p. 3.

central and more hilly sections and on the terraces along the Chesapeake Bay; and tobacco growing, together with general farming and dairying, in the southern part. Truck crops, small and large fruits, tobacco, dairy and poultry products comprise the principal sources of cash income; and corn, wheat, soybeans, and hay are the subsistence crops produced in the county. The canning of vegetables, particularly tomatoes, was once an extensive industry in this county, but it has greatly decreased in recent years. Cantaloupes, watermelons and strawberries are the chief fruits grown.

The City of Baltimore is the principal market for the county's farm products and truck crops, although a ready market for a large quantity of farm produce is offered by Annapolis, the Naval Academy, the suburban villages, and the numerous summer colonies. Practically all of the tobacco crop is shipped to Baltimore for sale and local use, or for reshipment to other parts of the country and abroad. Some cattle, sheep, and poultry are sold in Baltimore, and the dairy products are sold in Baltimore and Annapolis. Oysters, crabs, and other sea-food are packed and shipped to inland parts as well as disposed of locally.

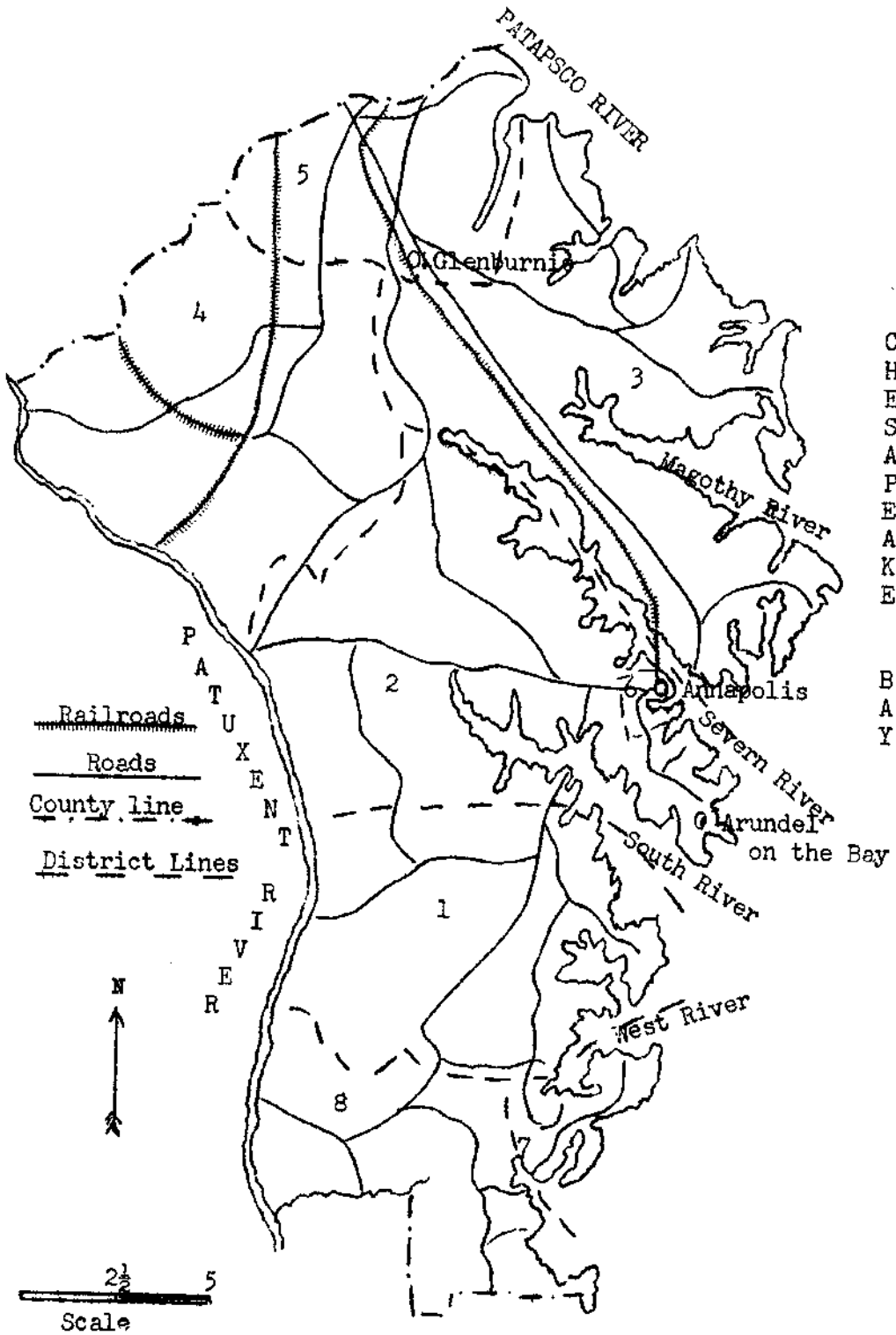
Most of the waterfront lands, especially along the Severn and Magothy rivers, have been withdrawn from agricultural use and are utilized for summer homes and real-estate developments.



STATE OF MARYLAND
1939

REPRODUCED THROUGH THE COURTESY OF THE MARYLAND GEOLOGICAL SURVEY

Anne Arundel County



2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM:

Legal Status of the County

The counties of Maryland "are public political territorial divisions of the State, established for public political purposes connected with the administration of the government. . . They are mere instruments of government appointed to aid in the administration of public affairs, and are parts of the State . . . subject to the control of the legislature."¹ They are, in short, administrative subdivisions of the state.

The more effectively to fulfill the functions delegated to them, the counties have been given corporate powers.² Yet, while "possessing the character, and endowed with powers of corporations,"³ the county is not generally held to be a corporation. Nor is it a municipal corporation. It is rather a quasi corporation, lacking the full powers which cities often enjoy.⁴

Besides being an agent of the state, the county is also especially charged with the superintendence and administration of the local affairs of the community,⁵ and has in the course of time assumed the characteristics of a local government. The functions of the county as agent of the state and as a local government are, however, so closely interwoven that it is difficult to make any sharp distinction. The county in Maryland is generally considered an agent of the state in the performance of the following functions:

- 1) the administration of justice;
- 2) law enforcement: however, the creation of a county police force to supplement the work of the sheriff has given this function a distinctly local character;
- 3) the assessment and collection of taxes: the county collects state taxes; it also collects county taxes and clearly acts as a local government in this respect.
- 4) the conduct of elections;

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1. Howard County vs. Matthews, 146 Md. 561.
 2. Laws 1804, ch. 73; 1853, ch. 239.
 3. Howard County vs. Matthews, 146 Md. 561.
 4. For discussion of the legal status of the county in Maryland, see Elia Lonn, The Government of Maryland, pp. 164, 165, and William R. Howell, The Government of Kent County, Maryland, pp. 19, 20.
 5. Talbot County vs. Queen Anne's County, 50 Md. 245.

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- 5) public education: though supported mainly by local taxation, this function is largely under the control of the State Board of Education;
- 6) public health work: although in most respects this is a local function, the centralization of administration in state officials has tended to make the county a unit of the state;
- 7) welfare activities: this was until 1933 the last of the indisputably local functions; since then, state and federal financial support and increased supervision on the part of those authorities have to a great extent reduced the county to a unit of a larger whole;
- 8) public works: the construction and maintenance of public roads is now, with but few exceptions, in the hands of the State Roads Commission; the construction of public buildings, however, is still largely a local function.

It is clear that to some degree, most of these functions are also local functions. It is difficult to deny that in conducting schools and caring for the needy and the sick, for example, the county is acting as an instrument of local government.

Since 1915, the counties of Maryland have had the right, according to an amendment to the constitution, to adopt home rule. No county, however, has exercised that right; only Baltimore City has seen fit to adopt home rule.

The power of creation of new counties or of alteration of the boundaries of old ones is given by the constitution to the Assembly. This power is limited by the necessity of the assent of a majority of the legal voters in the sections concerned. Furthermore, no new county may be formed containing less than four hundred square miles nor less than 10,000 white inhabitants. Nor may any change be made in redrawing county lines so as to reduce a county below these limits.⁶

Structural Development of County Government

Anne Arundel County was created by an act of the General Assembly passed on April 29, 1650. On July 30, a commander and seven commissioners or justices of the peace were authorized to hold court in the county.⁸ Single justices had jurisdiction in certain cases.⁹

6. Md. Const., 1867, art. XIII. This constitution is the one at present in force.

7. Arch. Md., I, 292.

8. Arch. Md., III, 257-258.

9. Arch. Md., I, 52-53.

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sheriff began to function the same year.¹⁰ A clerk must also have been appointed, as he was for other counties.¹¹ There is, however, no record of a clerk functioning in Anne Arundel County until 1661.¹² Constables were appointed in each hundred.¹³ Sheriffs and constables frequently acted as coroners until 1666 when the law provided for the appointment of a coroner in each county.¹⁴ Road overseers were also appointed by the county court after 1666.¹⁵ In 1723, seven visitors of the county school were appointed for Anne Arundel County.¹⁶ Trustees of the poor, five in number, began to function in 1768.¹⁷

The constitution adopted in 1777 continued county government as it had been in provincial times, except that it provided for the register of wills and county surveyor and made the office of sheriff elective.¹⁸ Laws adopted the same year authorized the functioning of organs' courts¹⁹ and commissioners of the tax and assessors.²⁰ Levy courts were established by law in 1794 and authorized to appoint tax collectors, as well as constables and road overseers.²¹ Judges and clerks of election were first appointed in 1799.²²

In 1816, the levy court was authorized to appoint seven trustees for the education of poor children and a treasurer of the school fund in several counties, including Anne Arundel.²³ Two years later, these offices were abolished by law in Anne Arundel County.²⁴

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10. Arch. Md., I, 148, 298.
 11. Arch. Md., I, 311; LIII, xxviii; Howell, The Government of Kent County, Maryland, pp. 63-64.
 12. Arch. Md., III, 424.
 13. Newton D. Moraness, Maryland as a Proprietary Province, p. 230; Arch. Md., I, 410; LIV, 24.
 14. Moraness, op. cit., p. 230; Arch. Md., II, 130; LIII, xxix, xl-xli.
 15. Arch. Md., II, 134.
 16. Laws 1723, ch. 19; Daniel R. Randall, "Notes on a Colonial Free School in Anne Arundel County with Side Lights Upon the Early Education of Johns Hopkins," Maryland Historical Magazine, XVIII, 252-253.
 17. Laws 1768, ch. 29.
 18. Md. Const., 1777, art. XL, XLI, XLII, XLVIII.
 19. Laws 1777, February session, ch. 8.
 20. Ibid., ch. 21.
 21. Laws 1794, ch. 53.
 22. Laws 1799, ch. 50, sec. 3.
 23. Laws 1816, ch. 244.
 24. Laws 1818, ch. 49.

Nine commissioners of the school fund were appointed in 1816 in Anne Arundel and several other counties to administer the funds distributed under the law of 1812 to support public education.²⁵ Under the terms of the law providing for the first state school system in 1825, nine commissioners of primary schools were appointed by the levy court; these nine, together with eighteen other persons appointed by the levy court, were to act as inspectors of primary schools for the county. In addition, three trustees, a clerk and a collector were to be elected by the taxable inhabitants of each school district.²⁶

The levy court and the commissioners of the tax were abolished in 1828 and replaced by county commissioners.²⁷

The constitution of 1851, besides making all county offices, except that of coroner, elective, made no important changes in the structure of county government. All the old offices were continued, including the circuit court (formerly the county court), the clerk of the circuit court, the sheriff, the orphans' court, the register of wills, the county commissioners, county surveyors, justices of the peace, constables, road supervisors, and coroners. The only new office created was that of state's attorney.²⁸ Tax collectors,²⁹ judges of election,³⁰ and school commissioners³¹ continued to be appointed by the county commissioners.

The constitution of 1864 added few public offices to the structure of county government. All offices remained elective except those of the justices of the peace, constables, and road supervisors. These officers were thereafter appointed, the first by the Governor, the other two by the county commissioners.³² In addition, the constitution provided for state systems of education and of registration of voters.³³ The next year, three registers of voters began to function in each election district of the county.³⁴ School commissioners also began to function in each county in 1865.³⁵ In 1867, the number of registers of voters in each election district was reduced to one.³⁶

25. Laws 1816, ch. 256.

26. Laws 1825, ch. 162, sec. 38; (local) 1827, ch. 173; 1828, ch. 55, 169; Bernard C. Steiner, History of Education in Maryland, pp. 59-60.

27. Laws 1828, ch. 21.

28. Md. Const., 1851, art. IV, sec. 8-14, 17-21; art. V; art. VII, sec. 8-10.

29. Laws 1832, ch. 139.

30. Laws 1852, ch. 183.

31. Laws 1825, ch. 162.

32. Md. Const., 1864, art. IV, sec. 47; art. VII, sec. 6.

33. Ibid., art. I, sec. 2; art. VIII, sec. 3.

34. Laws 1865, ch. 174.

35. Laws 1865, ch. 160.

36. Laws 1867, ch. 336.

The last and present constitution of Maryland (1867) made no changes in county government beyond abolishing the existing system of public education and requiring the Assembly to provide a new one.³⁷ The new system, as set up the next year, provided for independent county school boards, composed of commissioners elected from each election district in the county, and for two school district trustees.³⁸ Two years later, a new comprehensive school law reestablished the state board of education, and provided that county school boards of three members each be appointed by the judges of the respective circuit courts, and that the county boards themselves appoint three persons to act as a board of district trustees.³⁹ Since 1892, the county school board has been appointed by the Governor, with the advice and consent of the Senate until 1916.⁴⁰

A treasurer replaced the tax collectors in 1884.⁴¹ Two years later, the county commissioners were authorized to act *ex officio* as county boards of health and appoint county health officers.⁴² Policemen were first appointed by the county commissioners in 1886.⁴³ A justice of the peace was first authorized to act as police justice in 1894.⁴⁴

Three supervisors of elections who took over the conduct of elections from the county commissioners were first appointed by the Governor in 1896.⁴⁵ These supervisors in turn appointed the judges and clerks of election who also acted as boards of registry, displacing the registers of voters.⁴⁶ A county road engineer has been appointed by the county commissioners since 1908.⁴⁷ In 1914, the first supervisor of assessments was appointed by the newly-created State Tax Commission.⁴⁸ Two years later, the supervisor of assessments was also authorized to act as chief assessor of the county.⁴⁹

37. Md. Const., 1867, art. VIII.

38. Laws 1868, ch. 407.

39. Laws 1870, ch. 311; 1872, ch. 377. The boards were to have five members in counties having more than 100 schools.

40. Laws 1892, ch. 341, sec. 6; 1916, ch. 506, sec. 6.

41. Laws 1884, ch. 462.

42. Laws 1886, ch. 22.

43. Laws 1886, ch. 95.

44. Laws 1894, ch. 301. Additional police justices were provided for in 1908 and 1917. Laws 1908, ch. 534; 1917, special session, ch. 38.

45. Laws 1896, ch. 202, sec. 1.

46. *Ibid.*, sec. 7, 14.

47. Laws 1908, ch. 654.

48. Laws 1914, ch. 841.

49. Laws 1916, ch. 629, sec. 248.

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An attendance officer was first appointed by the county board of education in the same year.⁵⁰

The Anne Arundel County sanitary commission was created in 1922.⁵¹ Since 1924, the county commissioners have appointed and paid the chauffeurs of the fire companies of Earleigh Heights, Eastport, and Glen Burnie.⁵² The chauffeurs of all fire companies in the county have been appointed and paid by the commissioners since 1929.⁵³

A full-time county health officer has functioned in Anne Arundel County since 1930.⁵⁴ The next year, the Annapolis metropolitan sewerage commission was created by law.⁵⁵ In 1933, the county welfare board started functioning. The board of license commissioners, in the same year, was authorized to pass on the issuance of liquor licenses in the whole county, excluding Annapolis.⁵⁶

In 1935, the plumbing commission was created.⁵⁷ Two years later, a county police force was organized.⁵⁸ In 1939, a department of assessment was authorized by law.⁵⁹ In the same year, the state coroner and justice of the peace systems were reorganized and trial magistrates and a deputy medical examiner were appointed for the county.⁶⁰

At present, the following public officials are to be found functioning in the county: three judges of the circuit court, a clerk of the circuit court, three judges of the orphan's court, a register of wills, three trial magistrates, twelve justices of the peace, a state's attorney, a sheriff, twelve constables, a deputy medical examiner, eight county commissioners, a clerk of the county commissioners, a county treasurer, a county surveyor, a supervisor of assessments who is also director of the county department of assessment, a budget supervisor, a board of police examiners, three supervisors of elections, five members of the board of education, a county superintendent of schools, an attendance officer, a board of health with eight members, a county health officer, a welfare board with seven members, three liquor license commissioners, a road engineer, a sanitary commission, and a plumbing commission.

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50. Laws 1916, ch. 506, sec. 73, pt. 2, sec. 156.
 51. Laws 1922, ch. 245.
 52. Laws 1924, ch. 104, 105, 169.
 53. Laws 1929, ch. 127.
 54. Maryland State Planning Commission, Public Health Administration in Maryland, p. 70.
 55. Laws 1931, ch. 104.
 56. Laws 1933, special session, ch. 84.
 57. Laws 1935, ch. 402.
 58. Laws 1937, ch. 192.
 59. Laws 1939, ch. 185.
 60. Laws 1939, ch. 369, 720.

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It provided that the county commissioners were to "exercise such powers and duties only as the legislature may from time to time prescribe."⁷³ A law of 1853 provided that the county commissioners "shall have power to appoint judges of elections, collectors of taxes, trustees of the poor, a clerk to their board and all other officers, agents and servants, required for county purposes, not otherwise provided for by law, or by the constitution; they shall have charge of and control over property owned by the county, and over county roads and bridges . . . that it shall be their duty to levy all needful taxes on the assessable property within the county, liable to taxation, and to provide for collecting the same, which levy may be made in whole or in part by estimate, and they shall provide for the support of the courts, compensate jurors and county witnesses, and pay and discharge all claims on or against the county which have expressly or impliedly been authorized by law . . . that the county commissioners shall have all other powers, and perform all other duties hereafter granted or prescribed by law; provided, such powers and duties shall be uniform throughout the state, and are not contrary to the constitution."⁷⁴

Since the middle of the nineteenth century, the supervisory powers of the county commissioners have been extended in some ways, but curtailed in many others; administrative control of important functions has been increasingly centralized in state departments and officials.

The powers of the county commissioners over roads and bridges were undivided until 1908 when the State Roads Commission was created.⁷⁵ In many counties, this state body has steadily increased the road mileage under its control.⁷⁶ In Anne Arundel County, however, the commissioners retain a large part of the control over county roads and bridges: they sit as a road board twice a month and appoint a road engineer who can only undertake such work as they may approve and appropriate funds for.⁷⁷ Welfare activities in the county were largely the responsibility of the county commissioners and their appointees, the trustees of the poor,⁷⁸ until welfare boards, subject to the supervision of the

73. Ibid.

74. Laws 1853, ch. 239.

75. Laws 1853, ch. 220, sec. 1; 1856, ch. 308; 1874, ch. 411; 1888, ch. 467; 1906, ch. 249; 1910, ch. 664; 1929, ch. 354; (local) 1868, ch. 299; 1870, ch. 192; 1874, ch. 509; 1886, ch. 385; 1890, ch. 378; 1892, ch. 645; 1898, ch. 531; 1908, ch. 654.

76. Report of the State Roads Commission 1927-1930, pp. 9-33. In several counties, the State Roads Commission has taken over all road construction and maintenance. Laws 1933, ch. 425, sec. 7A-7F; 1935, ch. 465, sec. 4; 1937, ch. 341, sec. 4; 1939, ch. 766, sec. 7A.

77. Laws 1908, ch. 654; 1914, ch. 647.

78. (local) Laws 1821, ch. 174; 1829, ch. 63; 1892, ch. 165; 1916, ch. 661.

General Administration

Before the Revolution, the functions of the county were few in number and limited in scope and were administered entirely by the county court. The county court assessed and levied the county taxes and was responsible for the expenditure of public monies.⁶¹ It supervised the construction and maintenance of roads and bridges and appointed the road overseers.⁶² The justices of the county court also levied taxes for the poor,⁶³ regulated and issued licenses to keepers of ordinaries,⁶⁴ supervised the conduct of elections in cooperation with the sheriff,⁶⁵ and appointed constables⁶⁶ and coroners.⁶⁷

After the Revolution, the county court continued to administer the affairs of the county. After the court was reorganized in 1790, however, its administration and supervisory functions began to pass to the levy court.⁶⁸ When the levy court was incorporated in 1804, it assumed full charge of the administration of county government.⁶⁹ It continued to lay the levy, collect taxes, support the poor, provide for and supervise the construction and maintenance of roads and bridges and appoint road supervisors, manage county property such as the courthouse and jail, as well as appoint judges of elections and constables.⁷⁰

In Anne Arundel County, in 1828, the county commissioners replaced the levy court and performed all its duties and powers.⁷¹ The constitution of 1851 established the commissioner system of county government in all counties and designated the supervisory board "county commissioners."⁷²

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61. Arch. Md., II, 273; XIII, 470-471; XXXVIII, 112-113; XXII, 474-475; XXVI, 292-293; LV, 392; Laws 1748, ch. 20.
 62. Arch. Md., II, 134, 219-220, 321-322; XXXVIII, 95-96; XXII, 475; XXVI, 249-251.
 63. Merceness, *op. cit.*, p. 405; Arch. Md., XXXIX, 357; XLIX, 149; L, 473, 502; LW, 320, 322, 328, 341; Laws 1768, ch. 29; (local) 1773, November session, ch. 9.
 64. Arch. Md., VII, 65-66; XXXVIII, 13, 44; XXII, 518-519; XXVI, 304-309; XXXVI, 503, 549, 552, 560, 597; XXXIX, 288-289; XLII, 130; XLIV, 406-407; Laws 1768, ch. 27.
 65. Arch. Md., VII, 60-63; XIII, 541-544; XXVI, 294-297; XXVII, 353-355.
 66. Arch. Md., XIII, 538; XXVI, 343; XXX, 274-276.
 67. Arch. Md., XIII, 515; XXXVIII, 50, 199, 392.
 68. Laws 1790, ch. 33; 1794, ch. 53; 1798, ch. 34.
 69. Laws 1804, ch. 73.
 70. Laws 1794, ch. 53; 1799, ch. 50, sec. 3, 4; 1805, ch. 97.
 71. Laws 1828, ch. 21.
 72. Md. Const., 1851, art. VII, sec. 8.

State Department of Public Welfare, were created.⁷⁹ The county commissioners control of county public school system is now practically limited to levying the necessary funds.⁸⁰ Although they have served ex officio as local boards of health since 1886, the commissioners have little to do with the administration of public health besides supplying part of the financial means; nearly the whole public health program has been initiated under the leadership and supervision of the State Department of Health.⁸¹ The supervision of elections and the registration of voters has also been transferred to officials and boards appointed by the Governor.⁸² Even the commissioners' financial duties, most important and inclusive of their functions, are now shared by the supervisor of assessments⁸³ and the budget supervisor.⁸⁴

On the other hand, the commissioners have appointed policeman since 1886⁸⁵ and shared the supervision of the county police force created in 1937.⁸⁶ In 1937, they were granted legal authority to establish and/or maintain reasonable facilities for public recreation.⁸⁷ Since 1916, the commissioners have been authorized to draw up building regulations, appoint a building inspector to enforce them, and issue building permits.⁸⁸ They are, at present, authorized to appoint officials to license dogs and enforce the dog laws and to establish dog pounds.⁸⁹ In 1927, they were authorized to operate garbage collection and disposal plants.⁹⁰ In 1922, they were granted the general power to establish sewerage and drainage systems in the county,⁹¹ and also, more specifically, to appoint the members of the Anne Arundel County sanitary commission, which installs and operates water supply, sewerage and drainage systems in selected areas of the county.⁹² In 1931, the commissioners were also given a voice in the appointment of the members of the Annapolis metropolitan sewerage commission which installs and operates sewerage and drainage systems in the Annapolis

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79. Laws 1933, ch. 222; 1935, ch. 586; 1939, ch. 240.
 80. Laws 1916, ch. 506.
 81. Laws 1886, ch. 22, sec. 1; Maryland State Planning Commission, Public Health Administration in Maryland.
 82. Laws 1865, ch. 17; 1896, ch. 202.
 83. Laws 1914, ch. 841; 1929, ch. 226.
 84. Laws 1937, ch. 185, sec. 174G-174I.
 85. Laws 1886, ch. 95; 1902, ch. 613; 1906, ch. 558, sec. 130D; 1912, ch. 13.
 86. Laws 1937, ch. 192; 1939, ch. 758.
 87. Laws 1937, ch. 155.
 88. Laws 1916, ch. 622; 1929, ch. 485; 1933, ch. 58; 1937, ch. 114.
 89. Laws 1912, ch. 661; 1935, ch. 276; 1937, ch. 255.
 90. Laws 1927, ch. 676, sec. 19.
 91. Laws 1922, ch. 369, sec. 186A.
 92. Laws 1922, ch. 245, sec. 2; 1924, ch. 168, sec. 2.

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metropolitan area.⁹³ Since 1927, they have given financial aid to the volunteer fire companies of the county.⁹⁴

Registration of Title to Property

The recording of titles to property has always been the duty of the clerk of the court. Laws charging the clerk or register of the county court with this duty were passed as early as 1639.⁹⁵ Since then, the clerk has been required to record all deeds, mortgages, bills of sale, and all other instruments affecting the title to or any interest in real or personal property, provided all fees for recording had been paid.⁹⁶ In 1933, the clerk was required to keep all instruments pertaining to land in separate volumes titled Land Records; those pertaining to personal property were to be kept in separate volumes titled Chattel Records.⁹⁷ In Anne Arundel, the land records were separated from the personal property records in 1829; since 1933, the volumes containing the personal property records have been entitled Bills of Sale and Federal Crop Liens. Assignments and releases of mortgages have been recorded with the original mortgages since 1856.⁹⁸

Since 1920, in Anne Arundel County, the clerk has not been permitted to record any deed conveying real estate, unless the clerk of the county commissioners has certified that the property has been transferred to the name of the grantee in the assessment books of the county.⁹⁹

In 1723, the county courts were authorized to appoint a commission of four freeholders of the county to confirm and correct the boundaries of tracts of land. Their findings were to be recorded among the records of the court.¹⁰⁰

Plats were, until recently, recorded with the deeds. Since 1894, they have been recorded in special plat books.¹⁰¹ Special legal provision has been made for the recording of plats of resurveys,¹⁰² and

93. Laws 1931, ch. 104, sec. 2; 1933, ch. 2, sec. 2.

94. Laws 1927, ch. 267; 1929, ch. 127; 1933, ch. 169.

95. Arch. Md., I, 61-62; II, 389-392.

96. Laws 1715, ch. 47, sec. 6; 1766, ch. 14, sec. 2; 1865, ch. 157.

97. Laws 1933, ch. 346, sec. 59.

98. Laws 1856, ch. 154, sec. 116, 119, 120; 1868, ch. 373.

99. Laws 1920, ch. 278.

100. Laws 1723, ch. 8; 1786, ch. 33.

101. Laws 1922, ch. 211; 1924, ch. 254. The plats from 1894 to 1921 were copied into the special plat books in 1922.

102. Arch. Md., XXII, 491.

right-of-ways.¹⁰³ A special book for plats of land acquired by the sanitary commission was required by law in 1931.¹⁰⁴ Since 1933, plats of property or right-of-ways to be acquired or conveyed by the State Roads Commission have been filed in a separate book.¹⁰⁵

The Administration of Justice

Civil Jurisdiction

The first county courts in Anne Arundel County were given exclusive jurisdiction in civil cases where less than £20 sterling or 2,000 pounds of tobacco were involved. In cases above this sum, the civil jurisdiction of the court was concurrent with that of the Provincial Court.¹⁰⁶ In the course of time, the civil jurisdiction of the county court was gradually extended.¹⁰⁷ In 1785, it was granted unlimited jurisdiction in all civil cases.¹⁰⁸ When the general court was abolished in 1805, the county court was given its jurisdiction as a court of first instance in all cases above that of a justice of the peace.¹⁰⁹

Since 1694, single justices of the peace sitting out of court have had an exclusive civil jurisdiction.¹¹⁰ In 1694, the limit for such cases was 200 pounds of tobacco or twelve shillings.¹¹¹ By 1834, it had been raised to fifty dollars.¹¹² Since 1852, justices of the peace have also had jurisdiction concurrent with the circuit in cases where more than fifty dollars and less than \$100 were involved.¹¹³ In 1939, the civil jurisdiction of justices of the peace was conferred on three trial magistrates.¹¹⁴

Appeals from the county or circuit court in civil cases have always gone to the highest court in the state: to the Provincial Court before the Revolution; to the General Court until 1804; and to the

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- 103. Laws 1853, ch. 220, sec. 3; 1850, ch. 471, sec. 114; 1884, ch. 364.
 - 104. Laws 1931, ch. 313, sec. 427.
 - 105. Laws 1933, ch. 458.
 - 106. Arch. Md., III, 257-258.
 - 107. See p. 79
 - 108. Laws 1785, ch. 87, sec. 1, 7.
 - 109. Laws 1804, ch. 55; 1805, ch. 65.
 - 110. See p. 79
 - 111. Arch. Md., XXXVIII, 25-26.
 - 112. Laws 1834, ch. 296, sec. 1.
 - 113. Laws 1852, ch. 239, sec. 1, 4.
 - 114. Laws 1939, ch. 720.

Court of Appeals thereafter.¹¹⁵ Appeals from civil judgments of justices of the peace have been and are made to the circuit court, where the case is heard de novo.¹¹⁶

Criminal Jurisdiction

When the first county court in Anne Arundel County was commissioned, it was given the power to try all criminal cases "which may be heard by any Justices of the Peace in any county in England in their Courts of Sessions not extending to life or member." In addition, the justices of the county court were authorized "to doe ~~use~~ and execute all manner of Jurisdiction and authority whatsoever for the Conservation of the peace . . . as any Justice of Peace in England may or ought to doe by vertue of his Commission for the peace . . ."¹¹⁷ In 1705, jurisdiction in criminal cases involving the life of the criminal was conferred on the county court.¹¹⁸ Five years later, the criminal jurisdiction of the county court was made exclusive of that of the general court, except in cases of treason, murder, felonies, and insurrection.¹¹⁹ In 1801, these exceptions were removed.¹²⁰

Criminal jurisdiction had also been conferred on single justices of the peace in 1638. After that year, a single justice of the peace could try the same cases as an English justice. Specifically, he could impose fines and/or sentences in cases of swearing, drunkenness, fornication, adultery, maltreatment of servants, and disobedience on the part of servants.¹²¹ Various other minor offenses were also included in the jurisdiction of a justice of the peace.¹²² In 1777, it was provided that all fines, penalties, and forfeitures which did not exceed £5 and for which there was no method of recovery specified were to be recovered before a single justice of the peace.¹²³

General criminal jurisdiction was conferred on single justices of the peace in 1870. In Anne Arundel County, and several other counties as well, they were given the right to try cases of assault and battery where there did not seem to be any intent to kill.¹²⁴ Between 1830 and

115. Arch. Md., I, 148; III, 357, 358; Laws 1713, ch. 4; 1705, ch. 87, sec. 6; 1805, ch. 35, sec. 10.

116. Laws 1834, ch. 296, sec. 2; 1852, ch. 239, sec. 3; 1872, ch. 182.

117. Arch. Md., III, 257-258.

118. Laws 1785, ch. 67, sec. 7.

119. Laws 1790, ch. 50, sec. 1.

120. Laws 1801, ch. 74, sec. 37.

121. Arch. Md., I, 52, 53.

122. See p. 145.

123. Laws 1777, February session, ch. 6.

124. Laws 1870, ch. 131.

1939, the justices of Anne Arundel and several other counties possessed jurisdiction concurrent with that of the circuit court in all cases of assault without any felonious intent, assault and battery, petty larceny not exceeding five dollars, and misdemeanors not punishable by confinement in the penitentiary. Also included in their jurisdiction was the recovery of fines for violations of laws punishable by fine or imprisonment in jail or the House of Correction.¹²⁵ The criminal jurisdiction was confirmed by a general law in 1900.¹²⁶ Under the trial magistrates system introduced in 1939, only the trial magistrates have retained their criminal jurisdiction; the other justices must promptly remove all criminal actions instituted before them and transfer the original papers with a copy of the docket entries to the nearest trial magistrate; they may, however, take recognizances for appearance before the trial magistrate.¹²⁷

Appeals in criminal proceedings before the county or circuit court always have been and are at present made to the same higher courts as in civil cases; provided, however, that no such appeal stays execution of sentence unless counsel for the accused swears that the appeal was not taken for the purpose of delay.¹²⁸ Appeals from fines or sentences imposed by justices of the peace in criminal cases lie to the circuit court for the county in which the offense is charged to have been committed.¹²⁹

Equity Jurisdiction

Equity jurisdiction in the county has been possessed by the county court since 1723.¹³⁰ That jurisdiction was at first very limited but was extended in the course of time.¹³¹ In 1814, the equity jurisdiction of the county court was made an original one in all cases in which the State Court of Chancery could act.¹³² When the State Court of Chancery was abolished in 1851, the county court received all its powers and duties.¹³³

Naturalization

In colonial Maryland, the naturalization of aliens was the func-

125. Laws 1880, ch. 326; 1884, ch. 510.

126. Laws 1890, ch. 616; 1906, ch. 475.

127. Laws 1939, ch. 720, sec. 93.

128. Laws 1872, ch. 316; 1884, ch. 132; 1886, ch. 169; 1892, ch. 506.

129. Laws 1852, ch. 239, sec. 3; 1872, ch. 182; 1890, ch. 613; 1906, ch. 475; (local) 1870, ch. 434, sec. 2.

130. Arch. Md., XXVI, 563.

131. See p. 80.

132. Laws 1814, ch. 94; 1815, ch. 163.

133. Laws 1852, ch. 16, sec. 1.

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tion of the Proprietary, the Assembly, and, at one time, the Governor. Until 1771, aliens could also be naturalized, under the general provisions of the English Statutes, by fulfilling residence requirements and taking an oath of allegiance, usually but not necessarily before the Provincial Court.¹³⁴

After the Revolution, persons wishing to become naturalized were required to take an oath to the State before the Governor and Council, the General Court or any of its judges, or before any county court.¹³⁵ The federal government assumed the supervision of the naturalization of aliens in 1790. Since then, by federal law, the county and their the circuit courts have had the power to naturalize aliens.¹³⁶

Probate

During the colonial period the probate of wills and the protection of the property of deceased persons and their legatees was divided between the provincial commissary-general and his county deputies and the county court. The court's probate duties consisted largely of the appointment of guardians and the enforcement of the provisions of wills with regard to the estates of wards.¹³⁷

Since the Revolution, all testamentary affairs in the county have been in the jurisdiction of the orphans' court.¹³⁸ That court has had the full power to take probate of wills, grant letters testamentary and of administration, direct the conduct and accounting of executors and administrators, superintend the distribution of estates of intestates, secure the rights of orphans and legatees, and administer justice in all matters relating to the affairs of deceased persons.¹³⁹ The court also was given authority to examine, hear, and decree on all accounts, claims, and demands existing between wards and their guardians, and between legatees or persons entitled to any distributive share of an intestate's estate, and executors and administrators.¹⁴⁰ The register of wills acts as the clerk of the orphans' court. In addition he has the power to conduct some of the business of the court while it is in recess.¹⁴¹

134. Bernard C. Steiner, Citizenship and Suffrage in Maryland, pp. 6, 8-13.

135. Laws 1779, ch. 6.

136. 1 Stat. at L., 103; 34 Stat. at L., 596.

137. Arch. Md., I, 535; II, 325-329; VII, 195-201; XIII, 217; XXXVIII, 42-43; XXII, 535-539; XX, 331-347; XXXVI, 485-491.

138. Laws 1777, February session, ch. 8.

139. Laws 1798, ch. 101, subch. 15, sec. 1.

140. Ibid., sec. 12.

141. See Laws 1802, ch. 101, sec. 4; 1816, ch. 203, sec. 5, 6; 1818, ch. 217, sec. 4; 1831, ch. 315, sec. 1; 1854, ch. 86, sec. 1.

Law Enforcement

Until recently, preservation of the peace in Anne Arundel County was largely the duty of the sheriff, constables, justices of the peace, and the coroners.¹⁴² Since 1937, the county police department has taken over this duty.¹⁴³ The sheriff, however, still retains the authority to arrest criminal offenders who break the peace or attempt to break it and to commit them to jail for safe custody.¹⁴⁴ The sheriff may also call out the posse comitatus in apprehending criminals and quelling riots.¹⁴⁵ Constables also still have a number of duties connected with the preservation of the peace.¹⁴⁶ Since 1935, state police, as peace officers, have had the powers of sheriffs and constables.¹⁴⁷ All prisoners are in the custody of the sheriff until they are discharged by due course of law.¹⁴⁸

Inquests over the bodies of dead persons were held by the coroner from the time of the creation of Anne Arundel County until about 1805. Thereafter, it is likely that, as was customary until very recently, inquests were held by justices of the peace aided by physicians.¹⁴⁹ Since June 1, 1939, inquests have been held by the deputy medical examiner.¹⁵⁰

Indictments are brought by the grand jury which acts on bills of indictment prepared by the state's attorney. If sufficient ground appears for the trial, the bill is indorsed "true bill"; if rejected, it is indorsed "not a true bill" or "ignoramus" and the matter is ended.¹⁵¹

The prosecution of cases in which the state is interested is in the hands of the state's attorney.¹⁵² The execution of sentences is

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142. Md. Const., 1851, art. IV, sec. 19; 1864, art. IV, sec. 47; 1867, art. IV, sec. 42.
143. Laws 1937, ch. 192.
144. South vs. Maryland, 18 Howard (U.S.) 396; Lonn, The Government of Maryland, p. 170.
145. Lonn, loc. cit.
146. P.G.L., 1939, art. 20, sec. 22-27.
147. Laws 1935, ch. 303, sec. 21; 1939, ch. 697, 750.
148. Laws 1801, ch. 62, sec. 5; Cocking vs. Wadco, 87 Md. 540.
149. Laws 1666, ch. 2; 1779, ch. 25, sec. 5; Maryland Manual for 1896, p. 125.
150. Laws 1939, ch. 360, sec. 5.
151. Bernard C. Steiner, The Institutions and Civil Government of Maryland, p. 105; Lonn, op. cit., pp. 144, 145.
152. Laws 1862, ch. 177.

the duty of the sheriff. In the past, he was charged with the execution of sentences of death pronounced by the court,¹⁵³ but today, all such executions take place in the penitentiary.¹⁵⁴ Persons sentenced to imprisonment in the penitentiary must be removed thereto by the sheriff.¹⁵⁵

Finances

Until 1939, a mandatory budget for county expenditures was not provided for in Anne Arundel County. In colonial days, the justices of the county court examined the public accounts and passed them as they saw fit.¹⁵⁶ The only legal limitation on their duties in this respect was the requirement enacted in 1748, that taxes be levied only for the "ordinary, usual, and necessary charges" of the county and that not more than certain specified sums could be spent for the construction, maintenance, and repair of the courthouses, prisons, and bridges.¹⁵⁷

After the Revolution, the county and later the levy courts were authorized simply "to adjust the ordinary and necessary expenses" of the county, including an allowance for the poor and public roads and "to designate the manner" in which public funds were to be spent.¹⁵⁸ In 1853, the duty of the county commissioners, who had taken over the functions of the levy court, consisted of drawing up the annual levy "in whole or in part by estimate."¹⁵⁹ In Anne Arundel County, 1902, definite limits were set in the tax rates for general county purposes and for roads; if, however, the rates did not bring in sufficient funds, they could be raised by a five-sevenths vote, after due public notice had been given.¹⁶⁰

A budget for county finances was first required in 1939. A budget supervisor is now appointed to prepare the county budget and audit and supervise all expenditures of county funds. The head of each county agency submits estimates of his needs for the coming year. The supervisor then prepares the budget. He also submits a comparative report of anticipated revenue, except current taxes, for the current

153. Laws 1795, ch. 82, sec. 1; 1882, ch. 403.

154. Laws 1922, ch. 455.

155. Laws 1809, ch. 138, sec. 27.

156. Arch. Md., II, 273; XIII, 470-471; XXXVIII, 112-113; XXII, 474-475; XXVI, 292-293; LV, 133-134, 302.

157. Laws 1748, ch. 20.

158. Laws 1780, October session, ch. 26; 1794, ch. 53, sec. 1.

159. Laws 1853, ch. 239, sec. 2.

160. Laws 1902, ch. 433.

and ensuing fiscal years, the total assessed value of taxable property, and the estimated tax rates required by the appropriations recommended. The preliminary budget is examined by the county commissioners who may make any revisions they deem necessary. Once adopted by the county commissioners, the budget may not be exceeded nor any expenditure made which is not authorized by it.¹⁶¹ The county board of education was the only county agency which had previously had its own budget.¹⁶²

The levying of the annual tax rates has been successively in the hands of the justices of the county court,¹⁶³ the levy court,¹⁶⁴ and the county commissioners.¹⁶⁵ The commissioners now meet on the first day of June each year and levy all needful taxes.¹⁶⁶ Until 1829, if the commissioners failed to levy the state tax before the first of July, their clerk was required to notify the Governor who was then authorized to appoint an ad hoc tax board of three persons to levy the state tax.¹⁶⁷ In 1829, an automatic levy of state taxes and of county taxes whose rates were fixed by the Legislature was instituted.¹⁶⁸

The assessment of property subject to taxation has been a function of government in Maryland only since the Revolution. In colonial days, an equal assessment was made on all taxable persons regardless of the amount of property they owned.¹⁶⁹ It was the constable who made up the annual list of taxable persons.¹⁷⁰

Since 1777, the classes of property subject to taxation have varied considerably. At present, the following property, with the noted exceptions, is subject to taxation for ordinary taxes in the

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161. Laws 1939, ch. 185.
 162. Laws 1916, ch. 506, ch. 26.
 163. Arch. Md., II, 273; XIII, 470-471; XXXVIII, 112-113; XXII, 474-475; XXVI, 292-293; LV, 392; Laws 1748, ch. 20; 1777, February session, ch. 1; 1780, October session, ch. 26.
 164. Laws 1794, ch. 53.
 165. Laws 1835, ch. 307; 1853, ch. 239, sec. 2; (local) 1828, ch. 21; 1902, ch. 433.
 166. Laws 1902, ch. 433.
 167. P.G.L., 1860, art. 81, sec. 27; Laws 1872, ch. 266; 1874, ch. 483, sec. 25.
 168. Laws 1829, ch. 226, sec. 29, 30.
 169. Note, however, that a land tax was levied in 1756. Arch. Md., LII, 507-508.
 170. Arch. Md., II, 538-539; XIII, 538; XXII, 514; XXVI, 344; XXX, 274-277.

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state: all real property,¹⁷¹ all tangible personal properties located in the state,¹⁷² all shares of stock in any national bank situated in the state,¹⁷³ all shares of stock in any domestic corporation, other than ordinary business corporations,¹⁷⁴ all interest in any ship owned by a resident of Maryland,¹⁷⁵ the stock-in-hand of any business permanently located in the state,¹⁷⁶ and so much of the capital stock of foreign finance corporations doing business in Maryland as represents the business done in this state.¹⁷⁷ The more important classes of property that are exempt are: real or personal property belonging to the state or any county or city in the state; real and personal property owned by an incorporated fire insurance salvage corps without capital stock; the property of any fraternal beneficiary association incorporated under the laws of the state; houses and buildings used exclusively for public worship, with all property appurtenant thereto; cemeteries which are not operated for pecuniary profit; buildings, equipment and furniture of hospitals, asylums, charitable or benevolent institutions; buildings, furniture, equipment, and libraries of educational or literary institutions; wearing apparel of any description; working hand tools of artisans; farm implements to the value of \$500; \$500 in value of household furniture; tangible personal property of any domestic corporation or national bank whose shares of stock are subject to taxation; shares of stock of domestic railroads whose gross receipts are taxed, as well as the real and personal property of such railroads.¹⁷⁸

The assessment of property between 1777 and 1828 was made under the supervision of commissioners of the tax for each county who were

171. Laws 1841, ch. 23, sec. 1; 1852, ch. 337, sec. 1; 1871, ch. 483, sec. 2; 1880, ch. 122; 1888, ch. 242; 1896, ch. 120; 1924, ch. 264, sec. 2; 1929, ch. 226, sec. 6, part 1.
172. Ibid.; see also Laws 1939, ch. 277, sec. 19; ch. 434.
173. Ibid.
174. Ibid.
175. Ibid.
176. Ibid.
177. Ibid.
178. Laws 1841, ch. 23; 1874, ch. 483, sec. 3; 1880, ch. 122; 1896, ch. 120; 1904, ch. 460; 1906, ch. 464; 1914, ch. 528; 1929, ch. 226, sec. 7; ch. 228; 1931, ch. 299, 354, 425; 1933, ch. 245; 1935, ch. 235; 1937, ch. 423; 1939, ch. 277, sec. 7; ch. 387, sec. 5; ch. 400.

appointed by the Assembly, and who in turn appointed assessors.¹⁷⁹ These assessments were made for the purpose of state taxation but were utilized by law for the levying of county taxes by the county court and levy court, respectively.¹⁸⁰ The commissioners of the tax revised assessments in intervening years, allowing abatements, and assessing new and escaped property with the aid of the tax collectors. In 1828 the county commissioners of Anne Arundel County took over the duties of the commissioners of the tax.¹⁸¹

In 1841 came the first of a series of periodical general assessments of property in the state as a whole. In 1841 and 1852, the assessors were named in the laws. In 1866 and 1876, the Governor appointed the assessors. The county commissioners shared in the appointment of the assessors only in 1896 and 1910; they were, however, always given the authority to review, hear appeals, and revise all assessments.¹⁸²

Between 1914 and 1939, the county commissioners were charged by law with making general reassessments whenever the State Tax Commission so ordered. The commissioners appointed the assessors, who could, however, be discharged by the State Tax Commission.¹⁸³

Since 1939, assessments in Anne Arundel County have been under the supervision and control of a department of assessment. The department is headed by the supervisor of assessments, who, whenever a general reassessment is required by state law, appoints with the approval of the county commissioners two assessors in each election district. The department carries out a continuous, orderly assessment of all property in the county, and also holds hearings on appeals.¹⁸⁴

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179. Laws 1777, February session, ch. 21; October session, ch. 14; 1778, March session, ch. 7; 1779, March session, ch. 11; November session, ch. 35; 1780, June session, ch. 28; October session, ch. 25; 1781, November session, ch. 4; 1782, April session, ch. 54; November session, ch. 6; 1783, November session, ch. 17; 1784, ch. 56; 1785, ch. 41, 53; 1792, ch. 71; 1797, ch. 89; 1803, ch. 92; 1812, ch. 191; (local) 1816, ch. 22; 1824, ch. 35. See also Hugh S. Hanna, A Financial History of Maryland, (1789-1846), pp. 12-16; Report of the Maryland Tax Commission to the General Assembly, 1938, pp. cxxiii-cxxiv.
180. Laws 1780, October session, ch. 26; 1786, ch. 35; 1794, ch. 53, sec. 1.
181. Laws 1828, ch. 21; 1832, ch. 139.
182. Laws 1841, ch. 23; 1852, ch. 337; 1866, ch. 157; 1876, ch. 260; 1896, ch. 120; 1910, ch. 350.
183. Laws 1914, ch. 841, sec. 234; 1916, ch. 629, sec. 248-250; 1929, ch. 226, sec. 10, 166(6), 171, 173, 174; 1939, ch. 387, sec. 7.
184. Laws 1939, ch. 185.

The clerk to the county commissioners must prepare and, as soon as the annual tax levy has been made, deliver to the treasurer a list of all assessments of property in the county.¹⁸⁵

The collection of taxes has not always been in the hands of the county treasurer, as it is today. In colonial Maryland and to the end of the eighteenth century, the sheriff collected all taxes.¹⁸⁶ In 1794, the levy court was authorized to appoint tax collectors.¹⁸⁷ The county commissioners, who replaced the levy court in 1828, took over its duties in this respect and appointed tax collectors until 1884.¹⁸⁸ In that year, the first county treasurer was provided for by law in Anne Arundel County.¹⁸⁹ This official still serves today as collector of state and county taxes in the county.¹⁹⁰ The treasurer has the power, like the tax collectors before him,¹⁹¹ to enforce the payment of taxes by the sale of the real and/or personal property of the tax delinquent.¹⁹²

The treasurer must deposit all money received by him in a bank to the credit of the county commissioners.¹⁹³ He may disburse no funds without the presentation of vouchers approved and countersigned by the county commissioners and the budget supervisor.¹⁹⁴

Elections

Through the whole colonial period and until 1799 the conduct of elections was in the hands of the justices of the county court and the sheriff. These officials acted as judges of elections, proclaiming the election, setting the day, and making the returns.¹⁹⁵ After 1799,

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185. Laws 1894, ch. 615, sec. 226.
186. Arch. Md., I, 308, 360; II, 536; XXII, 576; XXVI, 410; Laws 1777, February session, ch. 1; (local) 1795, ch. 48.
187. Laws 1794, ch. 53; (local) 1801, ch. 91.
188. Laws 1828, ch. 21; 1832, ch. 139, sec. 3; 1874, ch. 485; 1876, ch. 266.
189. Laws 1884, ch. 462.
190. Laws 1894, ch. 615, sec. 227.
191. Laws 1794, ch. 53; 1797, ch. 20.
192. Laws 1894, ch. 615; 1898, ch. 283; 1906, ch. 418; 1933, ch. 306; 1935, ch. 582.
193. Laws 1894, ch. 615.
194. Laws 1839, ch. 185, sec. 174K.
195. Arch. Md., I, 259-260, 381, 425; V, 77-78; LI, 174-175; VII, 80-83; XIII, 541-544; XXVI, 294-296; XXVII, 352-355; XXX, 271-272; XXVIII, 42-43, 70-79; Md. Const., 1777, art. 3; Laws 1788, ch. 10; 1798, ch. 115, sec. 5.

the levy court appointed judges of election to be in charge of the polls; the sheriff continued to announce the election, set the day, and provide the judges with ballot boxes and poll books. The judges appointed clerks of election.¹⁹⁶ This system lasted until 1896.

The registration of qualified voters dates from 1865, when a registration officer was appointed by the Governor in each county.¹⁹⁷ Uniform registration was written into the constitution of 1867 and later implemented by general laws.¹⁹⁸

The present system of conduct of elections and registration of voters was introduced in 1896. Boards of supervisors of elections, paid by the county commissioners, are appointed by the Governor. These boards provide all the paraphernalia and supervise the registration of voters and the conduct of elections. They appoint the judges and clerks of election. The judges of election serve not only during elections but also as boards of registry for their election districts.¹⁹⁹

Education

In colonial Maryland, the Anne Arundel County Free School, established by the law of 1723, was in charge of a self-perpetuating board of visitors. These visitors purchased the land, built the school-house, managed all necessary financial affairs, and chose the masters.²⁰⁰ This school continued to function, sometimes with great difficulty, until 1908, when it was absorbed in the modern county public school system.²⁰¹

The first definite attempt to create a state system of public education in Maryland was the act of 1825 "to provide for the public instruction of youth in primary schools throughout this state."²⁰² This law provided for a state superintendent of public instruction and nine commissioners of primary schools in each county who, together with other persons not exceeding eighteen in number, constituted

196. Laws 1799, ch. 50, sec. 3, 6, 7; 1805, ch. 97, sec. 45; 1852, ch. 183.

197. Md. Const., 1864, art. I, sec. 2; Laws 1865, ch. 174.

198. Md. Const., 1867, art. I, sec. 5; 1867, ch. 336; 1868, ch. 297; 1882, ch. 22, sec. 135.

199. Laws 1896, ch. 202.

200. Arch. Md., XXXIV, 740-746; Laws 1795, ch. 36.

201. Daniel R. Randall, "Notes on a Colonial Free School in Anne Arundel County . . ." Maryland Historical Magazine, XVIII, 248-256; Laws 1781, May session, ch. 19; 1910, ch. 577; 1912, ch. 56.

202. Laws 1825, ch. 163.

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the inspectors of primary schools.²⁰³ The provisions of the law were to be operative only in such counties as might adopt them by a majority vote, and only when the money apportioned by the state for the payment of teachers' salaries was sufficient.²⁰⁴

A majority of the voters approved the law in thirteen counties, among which was Anne Arundel County.²⁰⁵ The state system as a whole, however, was never established.²⁰⁶ The schools continued, nevertheless, to function in Anne Arundel County.²⁰⁷

A permanent state public school system was first provided in 1864.²⁰⁸ Boards of school commissioners, each of whom represented a school district, administered the system in the counties.²⁰⁹ Public opinion expressed itself in school affairs by means of annual meetings of the resident voters in each school district.²¹⁰

The constitution of 1867 put an end to the school system created in 1864.²¹¹ The next year, the legislature provided another system in its stead.²¹² The new system dispensed with a state board altogether and vested complete control of the public schools in local county boards and school district boards.²¹³ Two years later, the state board of education was reconstituted.²¹⁴ It was authorized to supervise the public school system of the state and advise the county boards. The county boards were given control of all the schools in the county, supervising school plant construction, buying school supplies, and paying the teachers. District school trustees were charged with the maintenance of the school plant.²¹⁵

203. Ibid., sec. 1, 3.

204. Ibid., sec. 24, 29.

205. First Annual Report of the Superintendent of Public Instruction to the Legislature of Maryland . . . 31st December 1827, p. 27, in Maryland Public Documents, 1827; Basil Sollers, "Secondary Education in the State of Maryland" in Bernard C. Steiner, History of Education in Maryland, p. 60.

206. Sollers, op. cit., p. 61; Report of the Committee on Education of the House of Delegates, March 16, 1839, p. 40.

207. See Laws 1827, ch. 173; 1828, ch. 55, 169; 1829, ch. 146; 1830, ch. 97; 1832, ch. 169; 1835, ch. 49; 1836, ch. 151; 1858, ch. 85; 1862, ch. 94; 1864, ch. 59.

208. Md. Const., 1864, art. VIII.

209. Laws 1835, ch. 160.

210. Ibid.

211. Md. Const., 1867, art. VIII.

212. Laws 1868, ch. 407.

213. Ibid.

214. Laws 1870, ch. 311.

215. Ibid.

The school system as reconstituted in 1870 functioned essentially unaltered until 1916 when the present state school system was in substance established. The comprehensive law of 1916 provides for a state board of education whose duties are to execute the school laws, determine educational policies, and to have general supervision over the public schools; a state superintendent who acts as executive officer of the state board; county boards of education that are required to maintain uniform and effective school systems throughout the counties; and advisory district boards of school trustees in each school district.²¹⁶

Public Health

Before 1874, there was no legal provision for public health work in Maryland beyond that included in the general grants of police power to incorporated towns. In 1874, a state board of health was created, with powers not extending beyond investigation and consultation in regard to the cause of disease.²¹⁷

In 1880, the state board was authorized to organize local boards to assist it in its work.²¹⁸ A local board of health was accordingly organized in Anne Arundel County. It was soon found that the efforts of the local boards in Anne Arundel and the other counties were of "too unorganized a character to accomplish anything of permanent value."²¹⁹ Consequently, in 1886, a law was passed constituting the county commissioners *ex officio* boards of health for their respective counties.²²⁰ The powers of this board included the abatement of nuisances and the prevention of the spread of infectious diseases.²²¹ The secretary and executive officer of the county board was the county health officer.²²²

The county boards of health were not very effective.²²³ As time went on, and the local boards seemed reluctant to exercise the powers granted to them,²²⁴ the State Department of Health,

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216. Laws 1916, ch. 506.
217. Laws 1874, ch. 200; 1880, ch. 438. See also Fifth Biennial Report of the State Board of Health, 1884, p. 12.
218. Laws 1880, ch. 438, sec. 4.
219. Fifth Biennial Report of the State Board of Health, 1884, p. 13.
220. Laws 1886, ch. 22, sec. 2.
221. Ibid., sec. 5, 7.
222. Ibid., sec. 3.
223. Biennial Report of the State Board of Health, 1889, p. 64; 1891, pp. 24, 25; 1897, p. vii.
224. Annual Report of State Board of Health, 1889, p. xxxii; 1909, p. vii; Annual Report of the State Department of Health, 1911, pp. vii, xi; see also Laws 1902, ch. 475, 515.

whose powers had meanwhile been considerably extended,²²⁵ took over more and more of the public health work in the counties.²²⁶

To increase the effectiveness of local health work, the state department, in 1914, appointed ten deputy state health officers for ten sanitary districts.²²⁷ Further encouragement came in 1922, when the appointment of full time county health officers, trained in hygiene and public health, was made possible.²²⁸ Under permissive legislation, fourteen counties appointed full time health officers before 1931.²²⁹ Anne Arundel County appointed a full time health officer in 1929.²³⁰ In 1931, the number of sanitary districts in the state was fixed to coincide with the number of counties.²³¹ This paved the way for the appointment of a full time county health officer, who also served as deputy state health officer, and whose salary was thus shared by county and state, in the rest of the counties.²³²

"The principal feature of the program of each county health department is the control of communicable diseases, including tuberculosis, and to some extent, venereal diseases. A considerable amount of time is given to the medical inspection and physical examination of school children. With the cooperation of the bureau of child hygiene (of the State Department of Health), the care of mothers and their children is being extended rapidly. Clinic facilities for tuberculosis, venereal diseases, psychiatry, orthopedics, and maternal and child hygiene are made available principally through the State Department of Health, but always with the cooperation and assistance of the county health departments. These departments function in a cooperative capacity with the state department in exercising control over the sanitary conditions of local water supplies, sewerage systems, milk supplies, food establishments, public swimming pools, and tourist, recreation, and labor camps."²³³

225. Laws 1880, ch. 438; 1898, ch. 312; 1902, ch. 159; 1908, ch. 345; 1910, ch. 560, sec. 21A-21I.

226. Annual Report of the State Department of Health, 1911, pp. vii, xi. See also Maryland State Planning Commission, Public Health Administration in Maryland, p. 87.

227. Laws 1914, ch. 675.

228. Laws 1922, ch. 483.

229. Maryland State Planning Commission, loc. cit.

230. Ibid.

231. Laws 1931, ch. 134.

232. Maryland State Planning Commission, op. cit., p. 88.

233. Ibid.

Welfare

In the year that Anne Arundel County was founded, the Assembly ordered that a half-bushel of corn per poll be allowed the Governor for poor relief in the county.²³⁴ Thereafter, throughout the colonial period, county courts levied annually for the poor.²³⁵

In 1768, the construction of an almshouse in Anne Arundel County was authorized. Five trustees of the poor were named to construct it and manage its affairs. And to the present day, the supervision of the almshouse or county home, as it is now known, has been in the hands of the trustees of the poor.²³⁶

The county court, the levy court, and the county commissioners were in turn authorized to levy sums of money for the support of the poor at the almshouse. They also supported at various times any number of out pensioners.²³⁷

County welfare machinery did not change, by and large, until recently. After 1929, when the demands for relief increased greatly, the Central Relief Committee and the Community Welfare Association found that they could no longer cope with the situation. A welfare board replaced them in August 1933. The present Anne Arundel County welfare board grew out of the reorganization of county welfare agencies in July, 1935.

The county welfare board has authority to administer aid to dependent children, old age assistance, aid to the needy blind, general public assistance, child welfare services of the Social Security Program, and investigation and certification of applicants for employment on projects of the Work Projects Administration, Public Works Administration and the Civilian Conservation Corps. They also may administer, handle, and distribute federal surplus commodities and supervise work relief and the care of neglected, dependent, and delinquent children.²³⁸ All activities of the welfare board are under the general supervision of the State Department of Public Welfare.²³⁹

234. Arch. Md., I, 296.

235. Mereness, Maryland as a Proprietary Province, p. 405; Laws 1768, ch. 29; (local) 1773, November session, ch. 9; see also Arch. Md., XXXIX, 357; XLIX, 149; L, 473, 502; LIV, 320, 322, 328, 481.

236. Laws 1768, ch. 29; (local) 1773, November session, ch. 9; 1821, ch. 174; 1892, ch. 165; 1916, ch. 661.

237. Laws 1794, ch. 53; 1804, ch. 69; 1817, ch. 78; 1823, ch. 62; 1835, ch. 307; 1853, ch. 239, sec. 2; (local) 1829, ch. 63; 1874, ch. 485.

238. Laws 1935, ch. 586, sec. 8D; 1939, ch. 240, sec. 8D.

239. Laws 1939, ch. 240, sec. 3.

Public Works

The construction and maintenance of roads and bridges has successively been under the control of the county court,²⁴⁰ the levy court²⁴¹ and the county commissioners.²⁴² At present, the commissioners are aided in the exercise of this function by a county road engineer, who is in actual control of construction and maintenance work. All of the engineer's activities and plans are subject to the approval of the commissioners.²⁴³

In selected areas of the county known as sanitary districts, the Anne Arundel County sanitary commission, appointed by the county commissioners, has the power to install and operate water supply, sewerage, and drainage systems.²⁴⁴ Similar powers have been given to the Annapolis metropolitan sewerage commission for the Annapolis metropolitan district.²⁴⁵

Records System

In 1882, the county commissioners of Anne Arundel County were authorized to take measures for the preservation of all public records.²⁴⁶ The clerk of the court is, of course, charged with the preservation of all books and papers pertaining to his office.²⁴⁷ All his entries and records must be made in a fair, legible hand or with a typewriter approved by the judge of the circuit court, in well-bound books.²⁴⁸ Legislation specifying the keeping of a particular record usually required it to be recorded in a well-bound and suitable book.²⁴⁹ Purchase of such books was at the clerk's own cost.²⁵⁰ To check up on the clerks, the judge of the circuit court is required, at every term, to inspect all

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240. Arch. Md., II, 134, 219-220, 321-322; XXXVIII, 95-96; XXII, 475; XXVI, 249-251.
241. Laws 1794, ch. 53.
242. Laws 1853, ch. 220, sec. 1; 1856, ch. 303; 1874, ch. 411; 1888, ch. 467; 1906, ch. 249; 1910, ch. 864; 1929, ch. 354; (local) 1868, ch. 299; 1870, ch. 192; 1874, ch. 509; 1886, ch. 385; 1890, ch. 370; 1892, ch. 345; 1896, ch. 531; 1908, ch. 654; 1912, ch. 391; 1924, ch. 67; 1927, ch. 86.
243. Laws 1902, ch. 654.
244. Laws 1922, ch. 245; 1927, ch. 676.
245. Laws 1931, ch. 104; 1933, ch. 2.
246. Laws 1882, ch. 309.
247. Laws 1786, ch. 14, sec. 2; 1817, ch. 119, sec. 1, 2, 8, 9; 1833, ch. 80; 1845, ch. 254; 1900, ch. 126.
248. Ibid.
249. See, for example, Laws 1886, ch. 322; 1914, ch. 241; 1916, ch. 327, sec. 2B; P.G.L., 1939, art. 17, sec. 20, 30, 34, 35, 65, 68, 69.
250. Laws 1742, ch. 10; 1800, ch. 82, sec. 2, 3; 1824, ch. 95; 1844, ch. 63.

records pertaining to land or real estate. If any of the records are dilapidated, the judge can order the clerk to have them transcribed.²⁵¹ In some counties, this has been and is being done by the Historical Records Survey.

All records kept by the county treasurer must be delivered to his successor in office. They are at all times open to examination by the county commissioners, the grand jury, or any taxpayer of the county.²⁵²

The register of wills is required to make a fair record in a sturdy, bound book of all wills probated,²⁵³ as well as to preserve every original paper and record made up by him in some repository of the courthouse or any place of safety the orphans' court might direct.²⁵⁴

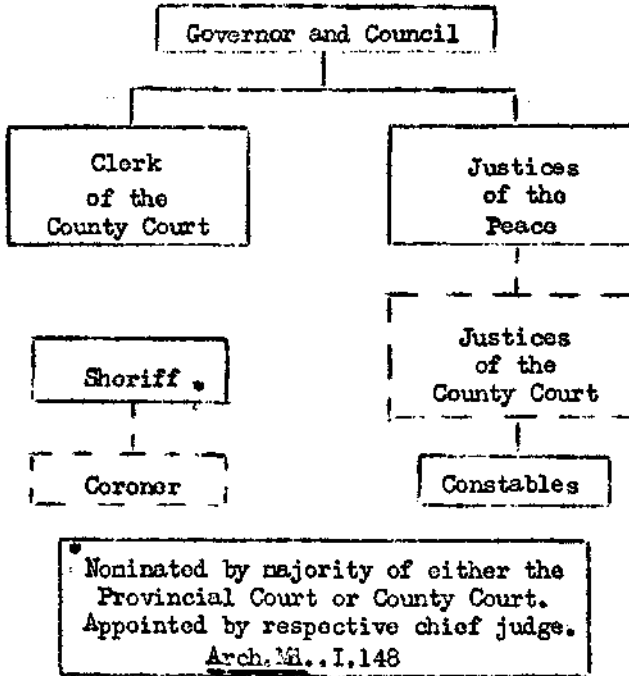
251. Laws 1817, ch. 119, sec. 7-9; 1866, ch. 26; 1904, ch. 71.

252. Laws 1894, ch. 615.

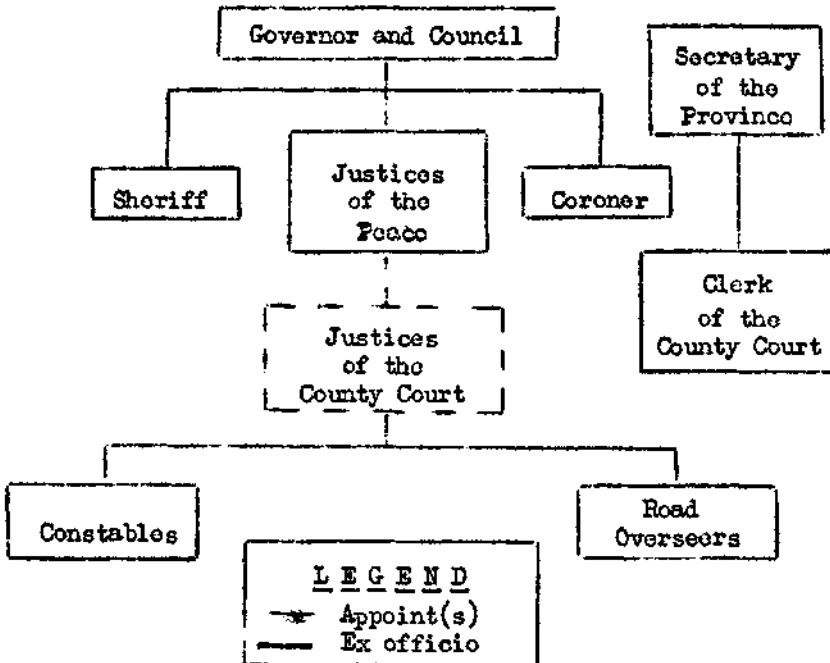
253. Laws 1796, ch. 101, subch. 15, sec. 9.

254. Ibid., sec. 10.

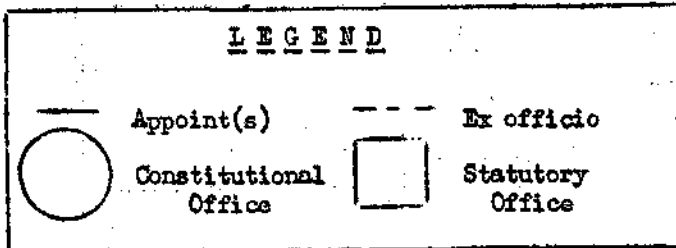
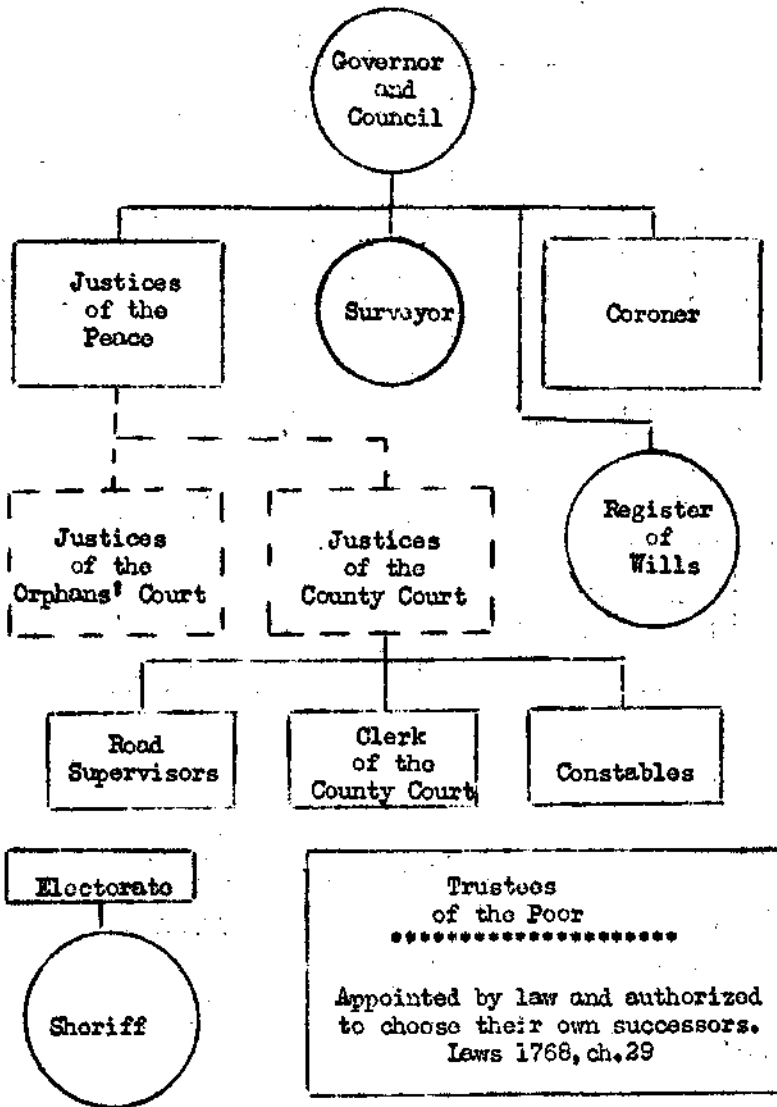
GOVERNMENT OF ANNE ARUNDEL COUNTY, 1650



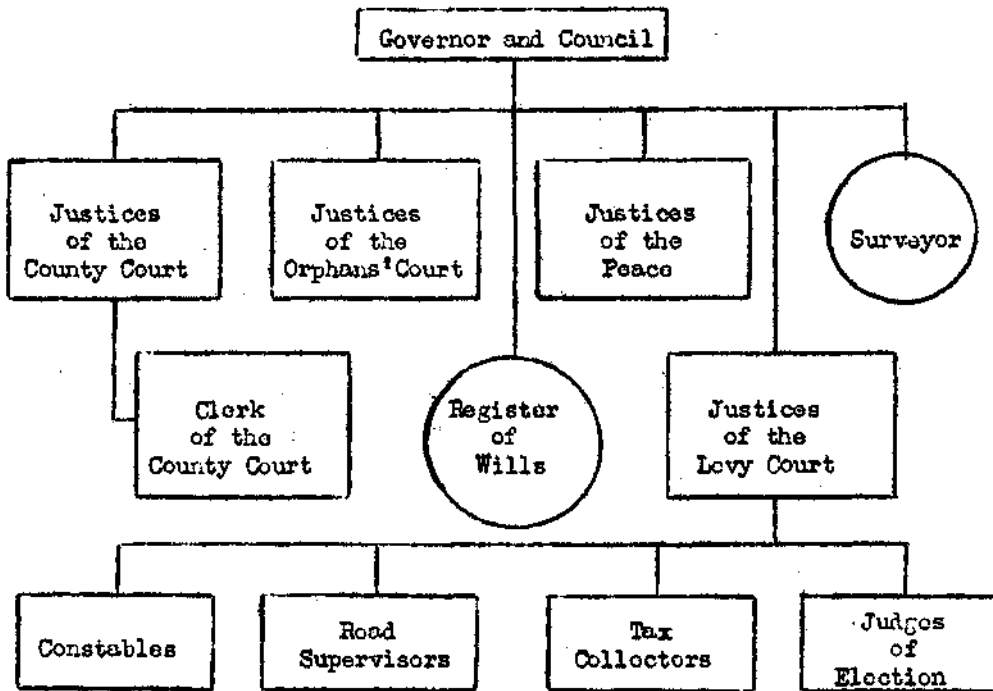
GOVERNMENT OF ANNE ARUNDEL COUNTY, 1715



GOVERNMENT OF ANNE ARUNDEL COUNTY, 1777



GOVERNMENT OF ANNE ARUNDEL COUNTY, 1800

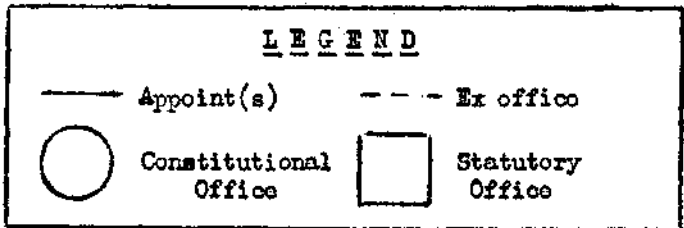


Electorate

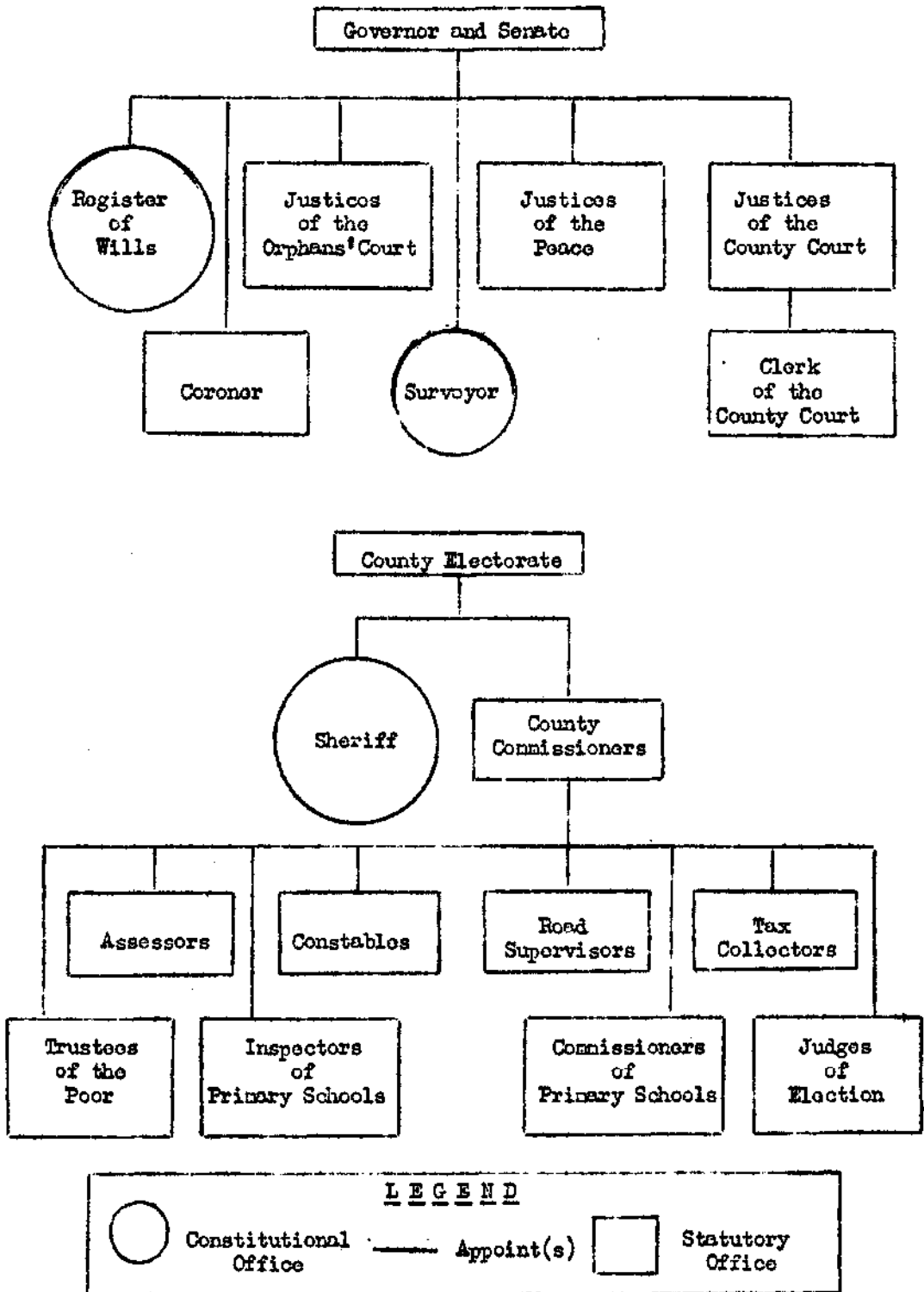


Trustees of the Poor

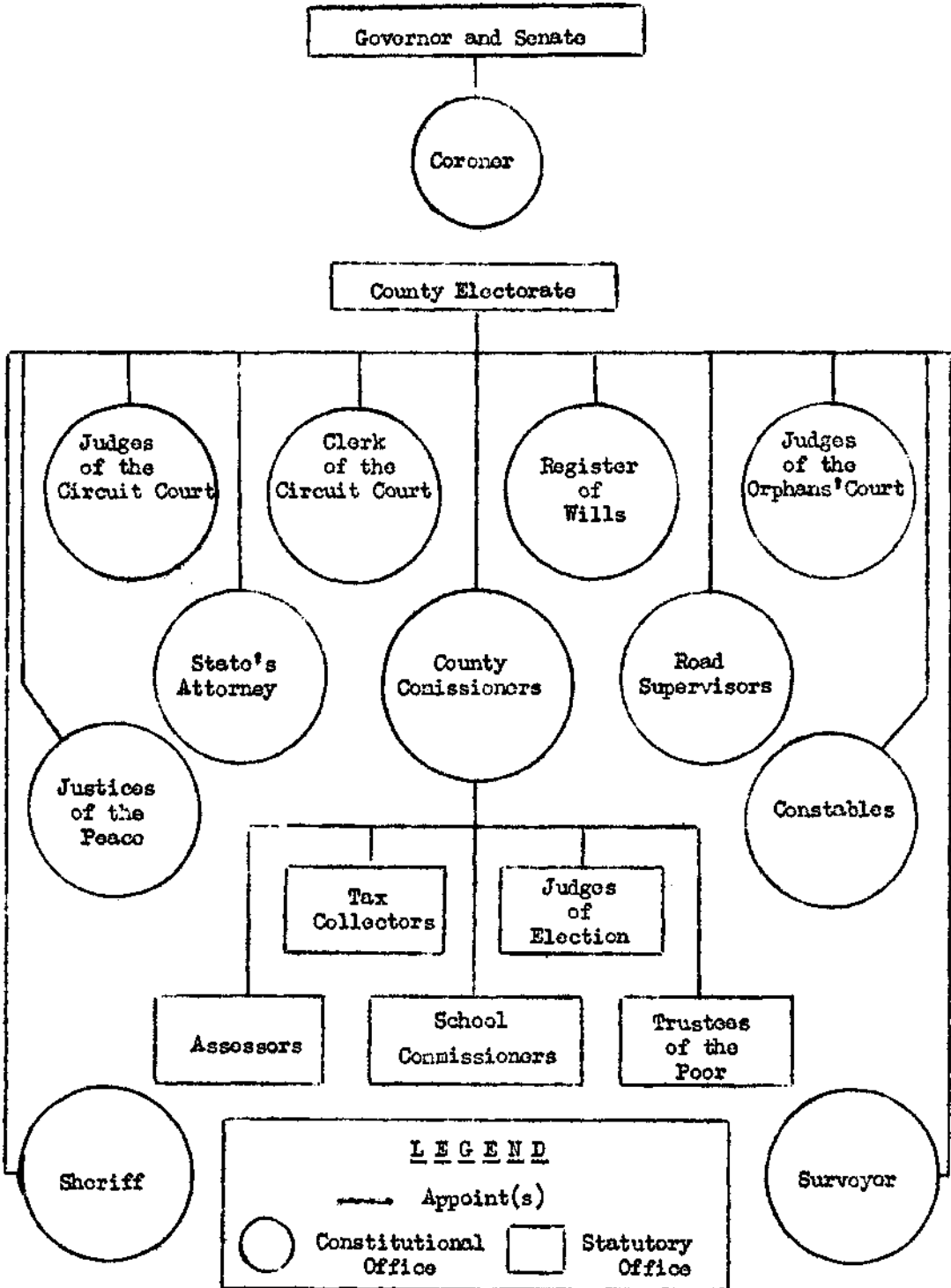
 Appointed by law and authorized to choose their own successors.
 Laws 1768, ch. 29



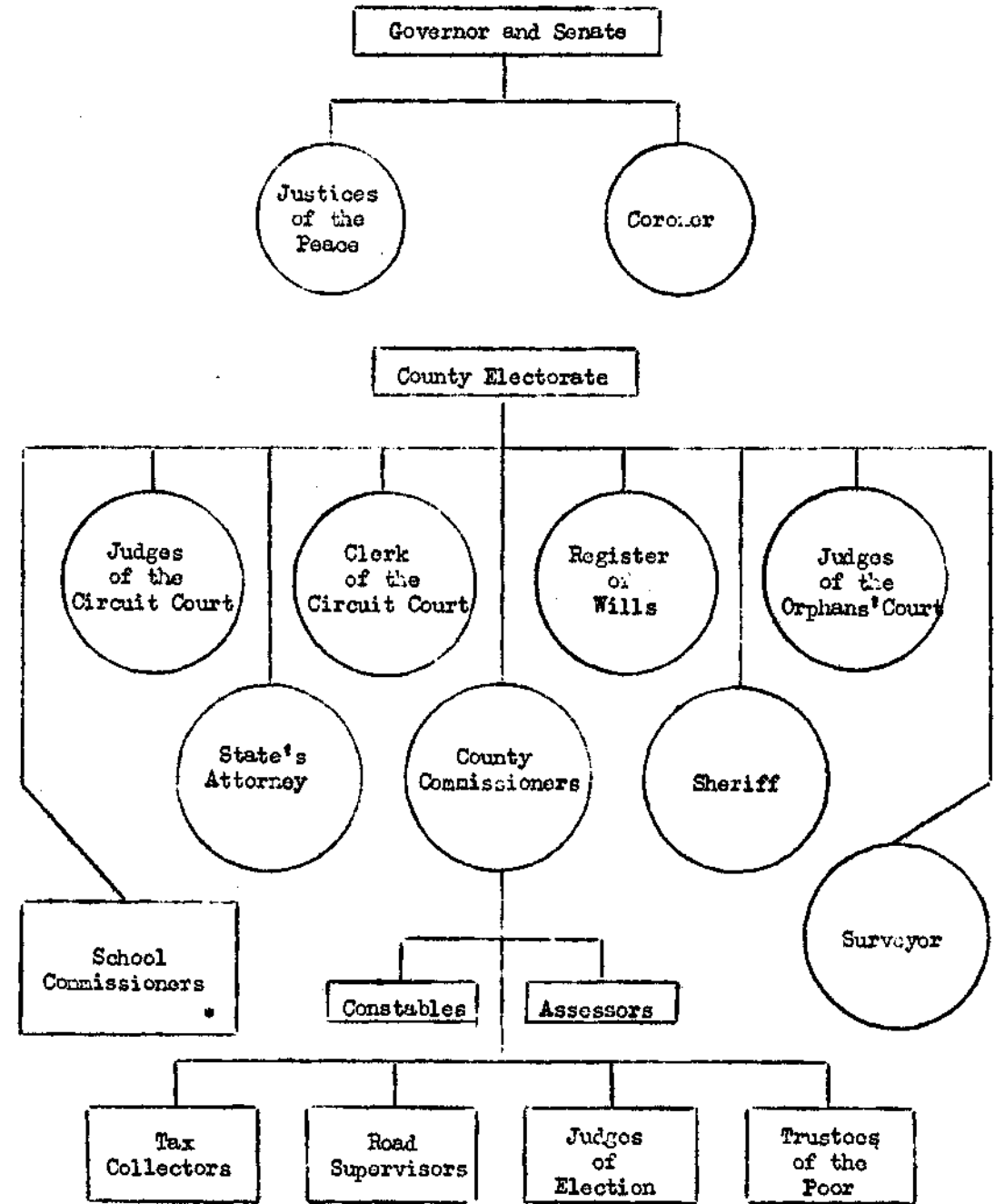
GOVERNMENT OF ANNE ARUNDEL COUNTY, 1838



GOVERNMENT OF ANNE ARUNDEL COUNTY, 1851



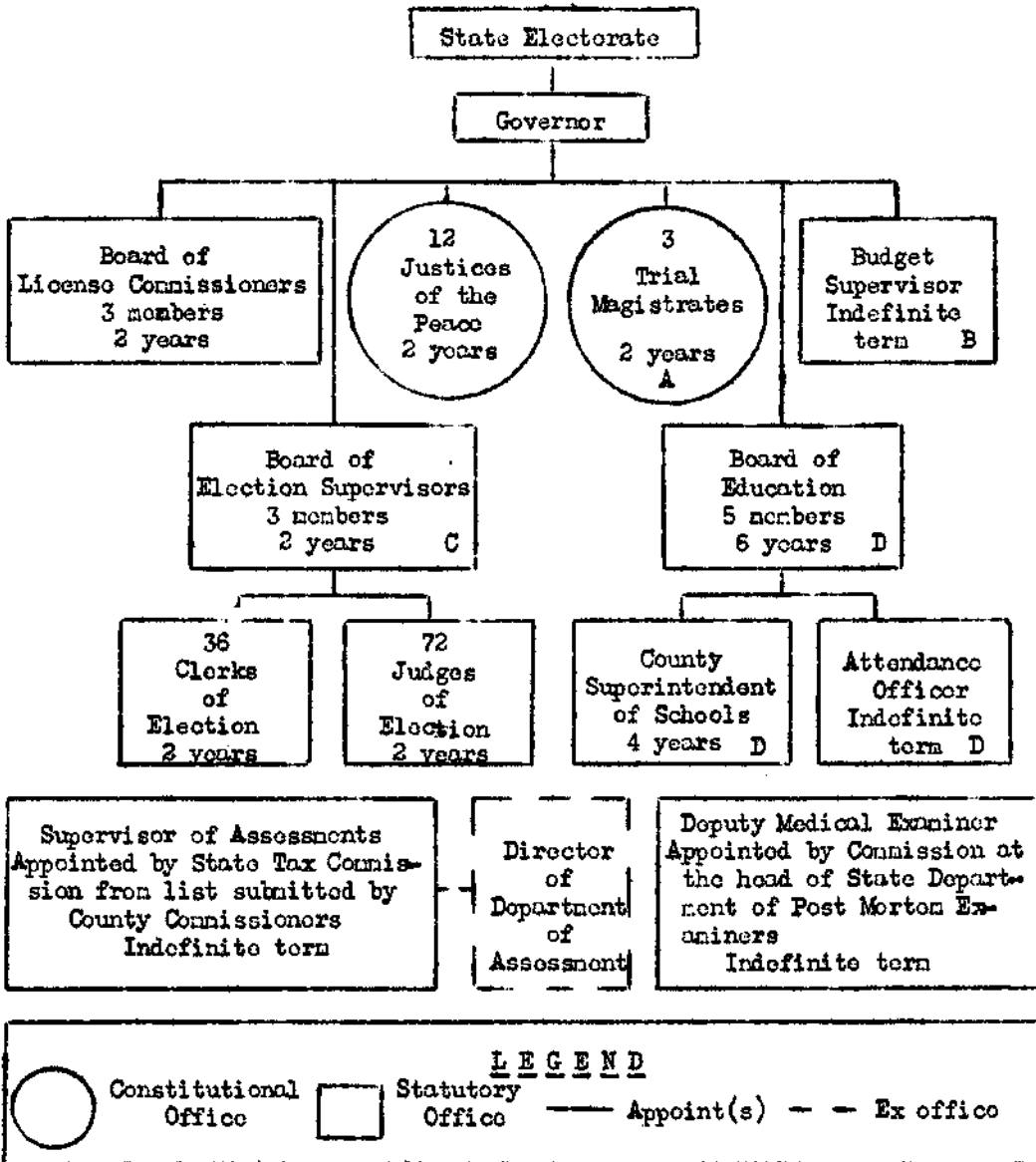
GOVERNMENT OF ANNE ARUNDEL COUNTY, 1867



* Provided for by Laws 1868, ch. 407, under the terms of the Constitution of 1867.

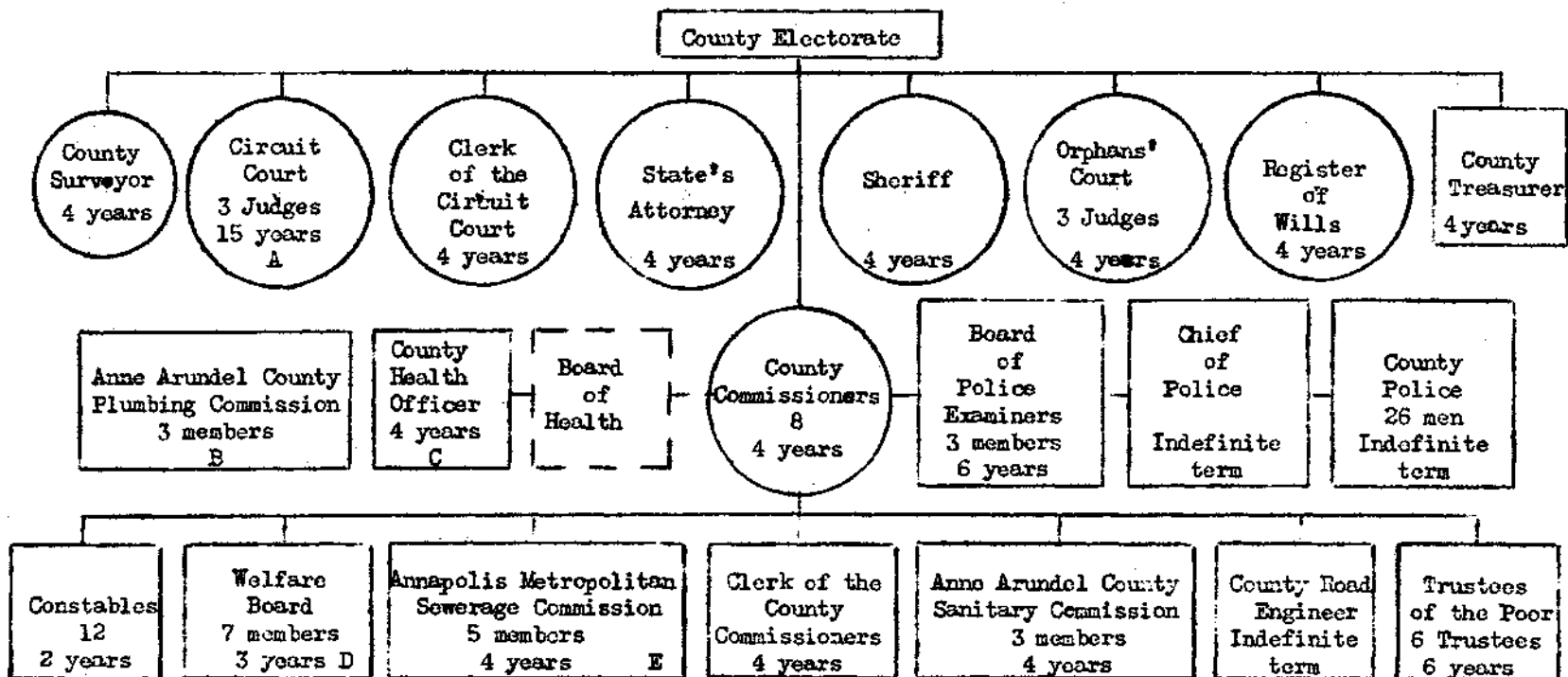
LEGEND
— Appoint(s)
○ Constitutional Office
□ Statutory Office

GOVERNMENT OF ANNE ARUNDEL COUNTY, 1941



- A- Trial magistrates are by law justices of the peace-at-large.
- B- Appointed from among five accountants nominated by the County Commissioners.
- C- Two candidates appointed on nomination of two political parties; one independent chosen by Governor.
- D- Appointed by Board of Education with approval of State Superintendent of Schools.

GOVERNMENT OF ANNE ARUNDEL COUNTY, 1941



A-Three judges elected from the fifth judicial circuit (Anne Arundel, Carroll, and Howard counties); Governor designates chief judge.

B-Composed of county health officer, the chief engineer of the Anne Arundel County Sanitary Commission, and a master plumber chosen by the county commissioners from two nominated by the Anne Arundel County Master Plumbers Association. The last serves 5 years.

C-Appointed with the advice and consent of the State Board of Health. Acts as executive secretary of the county board of health and as Deputy State Health Officer for the county.

D-Appointed by county commissioners from list submitted by State Department of Public Welfare.

E-Two members appointed by county commissioners, three appointed by Mayor, Counselor and Aldermen of Annapolis.

(First entry, p. 65)

3. HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

It is not known when the first courthouse in Anne Arundel County was built. A structure to house the county court and officials was in existence in 1694 and was also used to house the provincial government which had been moved from St. Mary's.¹ These quarters were not, however, adequate and it was decided to build a new courthouse to house the county and provincial official bodies.²

In 1697, the county court for Anne Arundel County met in the newly built State House, and special provision was made for the storing of the county clerk's records therein.³ After this building burnt down in 1704, a second State House was begun, which was completed in 1706. This structure was also known as the courthouse and it seems reasonable to assume that it housed the county court and its officials, as well as the Provincial Assembly and courts.⁴

In 1769, a new State House was provided for by law. At the same time, it was ordered that after the new structure was built, the small detached building next to the old State House where the Council had theretofore met, was to be turned over to the justices of the Anne Arundel County court. County courts as well as meetings of the corporation of Annapolis were to be held in this building.⁵ The money to furnish and remodel this building for the use of the county was not to be levied until 1775.⁶

Authority to build a new county courthouse was granted in 1821. The Assembly authorized the levy court to levy \$12,000 for its construction.⁷ This building is the one which, though repaired and enlarged, still is in use today.⁸

The main body of the present courthouse is a two-story, red brick building eighty-eight feet by eighty-eight feet. A small addition recently built in the rear corner prevents the whole structure from being square. The building is about forty-five feet high and is surmounted by a white cupola. It is not fireproof, and only the vaults of the clerk of the court and the register of wills may be so considered.

1. Arch. Ed., XIX, 127.

2. Ibid., pp. 208-209; XXXVIII, 23.

3. Ibid., pp. 594-596.

4. See Elihu S. Riley, The Ancient City; A History of Annapolis, in Maryland, pp. 80-81.

5. Laws 1769, ch. 14, sec. 46; Riley, op. cit., pp. 80, 81, 161.

6. Laws 1771, October session, ch. 36, sec. 2.

7. Laws 1820, ch. 37, passed on January 20, 1821.

8. See Laws 1806, ch. 365.

Housing, Care, and Accessibility of the Records

In general, it may be said that the facilities for research in the courthouse, except for the record rooms of the clerk of the court and the register of wills, are minimal. The offices are not large and the affairs of the county have grown so in volume that the claims for space of the records and the administration of business leave little room for research in the county's historical documents. Those records that are stored in the Hall of Records, however, are readily and comfortably available for study.

Most of the records of the county commissioners are in their office on the first floor of the courthouse. This office is spacious, but because of the great amount of business transacted therein, is not convenient for quiet research. A large counter, is, however, available, and is especially useful in consulting the bulky assessment and taxation records. The office contains two hundred linear feet of volumes and fifty linear feet of unbound records. Thirty linear feet of volumes are in the transfer department, a partitioned cubicle in the commissioners' office. The clerk to the commissioners has twenty-six linear feet of unbound records in his office, which opens off one corner of the commissioners' office. In a small cubicle known as the cage, there are two linear feet of bound records and six linear feet of unbound papers. The hall outside the commissioners' office contains ninety-six linear feet of file drawers. In the basement, in the room used by the addressograph clerk, may be found five linear feet of bound volumes and seventeen linear feet of unbound records. Two linear feet of volumes are also to be found in the attic behind the gallery of the courtroom. Three linear feet of volumes are deposited in the Hall of Records.

Almost two-thirds of the records of the clerk of the circuit court are kept in the spacious, well-lighted, well-equipped, and fire-proof record room opening off the general office of the clerk. Counters, tables, and chairs are helpful aids to the student. This room contains 1,261 linear feet of volumes and 1,270 linear feet of file drawers. In use in the general office of the clerk are seventy-three linear feet of volumes, which may be consulted on the long counter traversing the room. The clerk's private office contains two linear feet of volumes. In the basement fire-proof vault are to be found 384 linear feet of bound volumes, and 247 linear feet of unbound records in file drawers, file boxes, and bundles. About five linear feet of volumes are stored in the attic behind the courtroom gallery. On deposit in the Hall of Records are 476 linear feet of volumes and forty four linear feet of unbound records.

The records of the orphans' court and register of wills are almost entirely in the register's record room on the first floor of the courthouse. The room contains 391 linear feet of bound volumes and 117 linear feet of unbound records. The facilities for the consultation of the records are fair. A vault opening off the rear of the record room contains eleven linear feet of volumes and fourteen linear feet of papers. The register's office also opens off the rear of the

(First entry, p. 65)

Housing, Care, and Accessibility of the Records

record room and contains six linear feet of volumes and seventeen linear feet of papers. Nearly seventy-four linear feet of volumes and eighty-eight linear feet of unbound records have been deposited in the Hall of Records.

The records of the trial magistrates are in their respective courtrooms. The trial magistrate for Annapolis keeps his records, one linear foot of volumes and five linear feet of papers, in the courtroom, room 6, on the first floor of the City Hall in Annapolis. The magistrate at Ferndale keeps his records at the courtroom in the county police building there. These records consist of one linear foot of volumes and eleven linear feet of papers. The magistrate at Galesville keeps his records, four linear inches of volume and eight linear feet of unbound records, at the police substation there.

Most of the records of the sheriff are kept in his office on the second floor of the courthouse. These records consist of forty-six linear feet of volumes and twenty-four linear feet of papers. The remainder of the sheriff's records are stored in several places: four linear feet of volumes in the courthouse attic, six linear feet of volumes in the register of wills' vault, nine linear feet in the Hall of Records, and four linear feet of volumes and one linear foot of unbound papers in the county jail.

The records of the deputy medical examiner, Dr. John M. Claffy, consist of three linear feet of unbound papers, which are kept in his own private office in Annapolis.

The records of the state's attorney are kept in his private office on West Street, Annapolis. They consist of one linear foot of volumes and nine linear feet of file drawers. About eight linear feet of former state's attorneys' records are stored in the basement vault of the clerk of the court.

The records of the county police are kept at the headquarters in Ferndale. They consist of two linear feet of bound volumes and twenty-five linear feet of unbound papers. The records of the bureau of identification are kept in the county jail and consist of thirty-two linear feet of file drawers.

The budget supervisor keeps his records in his office on the second floor of the courthouse. These consist of less than two linear feet of unbound papers and two linear feet of volumes.

Most of the current records of the county treasurer are to be found in his office on the first floor of the courthouse and in the adjacent cage. The office contains eighty linear feet of volumes and sixty linear feet of file drawers. In the cage may be found twenty-six linear feet of bound records and sixteen linear feet of unbound papers. In the addressograph clerk's room in the basement are stored eighty-six linear feet of volumes and nineteen feet of unbound records. Eleven

linear feet of volumes are stored in the attic behind the courtroom gallery.

The records of the department of assessment, which is directed by the supervisor of assessments, are in the department's office on the first floor of the courthouse and in the hall outside the office. In the office may be found eighteen linear feet of volumes and fifty-one linear feet of unbound records. The hall contains 115 linear feet of file drawers.

The records of the supervisors of elections are in their offices and vault in the basement of the courthouse and consist of thirty-eight linear feet of bound volumes and seven linear feet of unbound records.

The county road engineer keeps his records in his office and drafting room on the second floor of the courthouse. In the office may be found thirty-seven linear feet of volumes and seventy-one linear feet of unbound records. In the drafting room are kept one linear foot of bound records and six linear feet of unbound records. In addition, twenty-five linear feet of unbound papers are kept in the hall leading to the engineer's office.

The records of the board of education are kept in its offices and a storeroom in the old high school building on Green Street, Annapolis. Most of the current records are kept in the finance office, which contains twenty-six linear feet of volumes and sixty-eight linear feet of unbound records. The superintendent's office contains five linear feet of file drawers. Some three linear feet of volumes and four linear feet of unbound records may be found in the secretary's office. In the attendance officer's office are kept twenty-one linear feet of unbound papers. Obsolete records are kept in a storeroom where eighty-one linear feet of volumes and fifteen linear feet of unbound records are stored. About one linear foot of bound records is stored at the Hall of Records.

The general county-wide records of the board of health are kept in its offices in the State Office Building. These records consist of eighteen linear feet of bound volumes and 127 linear feet of unbound records. In the various clinics and health centers are to be found the following number of linear feet of unbound records: Annapolis clinic - forty-one linear feet; Annapolis Emergency Hospital - thirty linear feet; Davidsonville - four linear feet; Glen Burnie - eighteen linear feet; Magothy - fifteen linear feet; Odenton - twelve linear feet; Owonsville - twelve linear feet; St. Margaret's - seven linear feet.

The current records of the welfare board are kept in its offices in the building at 5 State Circle, Annapolis. About one linear foot of volumes and eighty-eight linear feet of file drawers are in the general office of the board. The finance office contains fifty-eight

(First entry, p. 65)

Housing, Care, and Accessibility of the Records

linear feet of volumes and nineteen linear feet of unbound records. Obsolete records are kept in the storeroom on the third floor of the public library building on Church Circle, Annapolis. These records consist of ninety-four linear feet of bound records and thirty-eight linear feet of unbound records.

There is only one volume of records of the county home and it is kept at the home, a few miles from Annapolis on the South River.

All the records of the sanitary commission are in its offices in the sanitary commission building at Glen Burnie. The general office, with its vault and safe, contain 175 linear feet of volumes and thirty-five linear feet of unbound records. In the drafting room are to be found fifty linear feet of volumes and forty-four linear feet of unbound records. Four linear feet of volumes and eighteen linear feet of file drawers are in the office of the secretary-treasurer, while the chief engineer's office contains one linear foot of bound volumes and four linear feet of file drawers. In a basement vault may be found two linear feet of volumes and ninety-six linear feet of unbound records.

The records of the plumbing commission are kept in its office space at the headquarters of county health department in the State Office Building and consist of nine linear feet of file drawers.

The county surveyor keeps his records in his office in the public library building on Church Circle, Annapolis. They consist of twenty-three linear feet of unbound records and two linear feet of volumes.

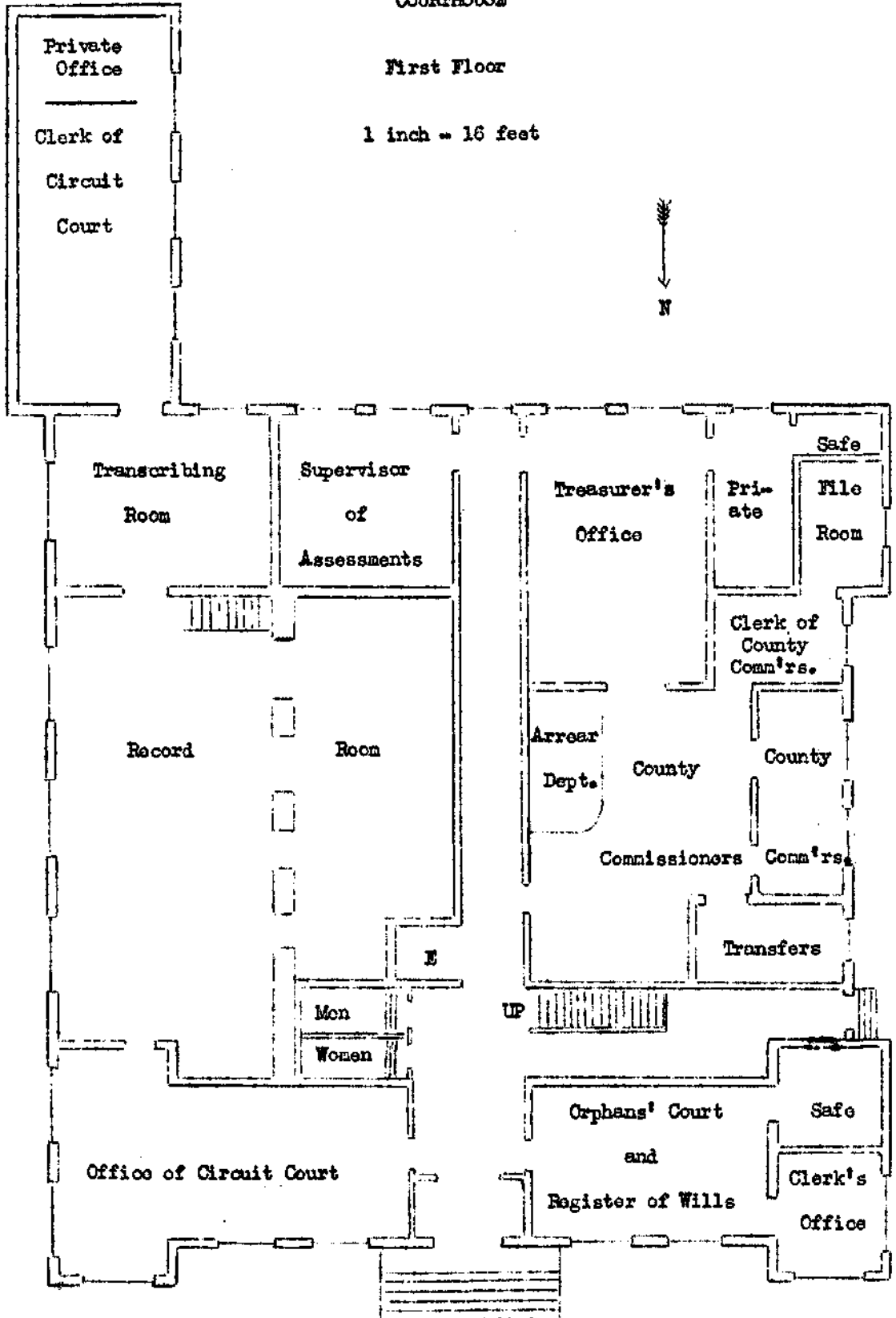
The board of license commissioners' records consist of less than a linear foot of bound records and twenty-five linear feet of unbound papers. These are kept in the board's office on West Street, Annapolis.

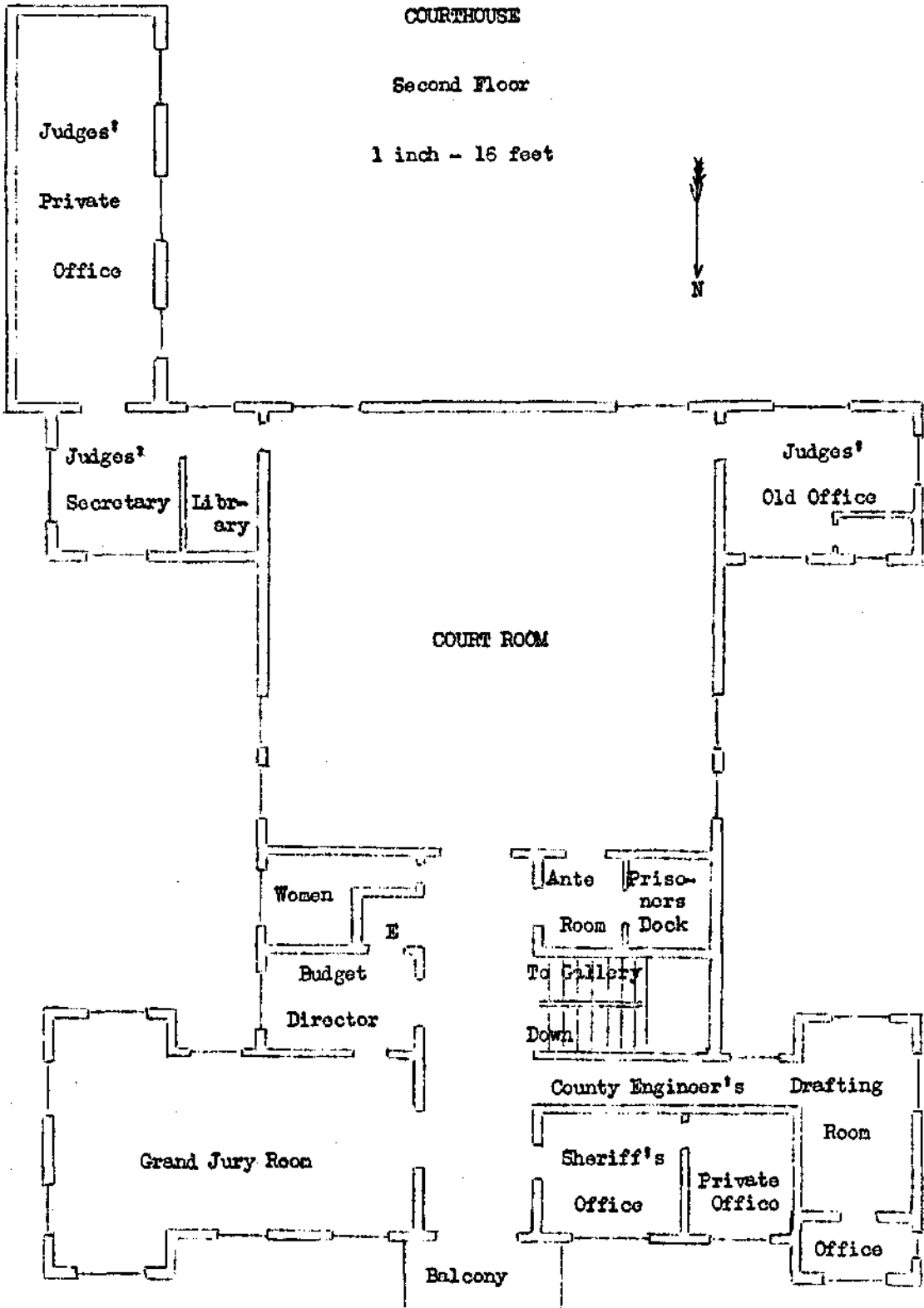
All of the records of the Annapolis metropolitan sewerage commission are in the main office of the commission in the old high school building on Green Street, Annapolis. These records consist of nine linear feet of bound records and fifty-five linear feet of unbound papers.

COURTHOUSE

First Floor

1 inch = 16 feet





(First entry, p. 65)

I. COUNTY COMMISSIONERS

The county commissioners, as general administrators of local government in Anne Arundel County, date from 1828. In that year, the levy court and the commissioners of the tax (see Governmental Organization and Records System, Section "General Administration") were abolished, and all their duties and powers were given to the commissioners of the county.¹

The first county commissioners were seven in number, one from each election district and from the City of Annapolis, and were appointed annually by the Governor and Council.² The office was first made elective in 1838 and the term was increased to three years.³ The number of commissioners varied through the years and was fixed at eight in 1939.⁴ The term of office, after many variations, is now four years.⁵ A person to be eligible to the office must have resided in the county for at least ten years and be a taxpayer on real estate in the county assessed for at least \$2,000.⁶ The compensation of the county commissioners consisted of per diem and mileage allowances until 1892.⁷ Since that year, they have been allowed \$300 a year.⁸

Generally, the county commissioners are a body politic, a corporation charged with the administration of county government, including the appointment of many county officials, and can only do what their charter powers, by express language or necessary implication, permit.⁹ Nevertheless, not every act they may do, nor every officer they may appoint can be specifically designated in their charters.¹⁰ In the performance of their duties, and in the execution of the powers expressly or impliedly given, the commissioners are ordinarily vested with the exercise of a discretion.¹¹

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1. Laws 1828, ch. 21, sec. 4.
 2. Ibid., sec. 1.
 3. Laws 1838, ch. 273; 1840, ch. 39.
 4. Laws 1853, ch. 372; 1854, ch. 297; 1874, ch. 485; 1876, ch. 266; 1892, ch. 442; 1894, ch. 515; 1901, special session, ch. 13; 1939, ch. 83.
 5. Md. Const., 1851, art. VII, sec. 8; 1864, art. VII, sec. 5; 1867, art. VII, sec. 1; Laws 1892, ch. 442; 1894, ch. 515; (local) 1901, special session, ch. 13; 1922, ch. 227.
 6. Laws 1892, ch. 442; 1894, ch. 515; 1901, special session, ch. 13; 1939, ch. 83.
 7. Laws 1828, ch. 21; 1864, ch. 61; 1866, ch. 134; 1872, ch. 371; 1874, ch. 485; 1878, ch. 168.
 8. Laws 1892, ch. 442; 1894, ch. 515; 1901, special session, ch. 13; 1939, ch. 83.
 9. Laws 1853, ch. 239; Peter vs Prettyman, 62 Md. 571.
 10. Tasker vs Garrett County, 82 Md. 153.
 11. Blandon vs Crosier, 92 Md. 358; Chaney vs County Commissioners of Anne Arundel County, 119 Md. 387.

The most important function of the county commissioners is the administration of the financial affairs of the county. They levy all needful taxes on the assessable property of the county liable to taxation and provide for collecting the same. They must pay and discharge all claims on the county which have been expressly or impliedly authorized by law.¹²

In Anne Arundel County, the commissioners meet on the first day of June each year and set the tax rate.¹³ Since 1939, the sums of money that must be raised by taxes have been fixed in a mandatory budget prepared by a budget supervisor. The commissioners examine the prepared budget and make any revisions in it they see fit before they accept it.¹⁴

The assessment of property, on the basis of which the tax rate is fixed, was for a long time under the supervision of the county commissioners, who had the assessment lists drawn up reviewed and revised assessments after hearings on appeals.¹⁵ From 1914 on, this supervision was shared with the State Tax Commission and its representative in each county, the supervisor of assessments.¹⁶ Since 1939, a special department of assessment has been in existence in Anne Arundel County to supervise and control all assessments of property.¹⁷

The commissioners have always been responsible for the collection of taxes but have always delegated this duty to collectors until 1884,¹⁸ and to the county treasurer thereafter.¹⁹ The latter, also in charge of disbursements, may not disburse funds except on presentation of vouchers signed by the county commissioners and the budget supervisor.²⁰ The commissioners are prohibited by law from creating a floating debt and cannot borrow money to pay any deficiency arising from a reduction of anticipated revenues. However, in order to meet claims, they can borrow, in anticipation of taxes to be received, a sum of not more than

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12. Laws 1794, ch. 53, sec. 1; 1817, ch. 78; 1823, ch. 62; 1835, ch. 307; 1853, ch. 239, sec. 2.
 13. Laws 1902, ch. 433.
 14. Laws 1939, ch. 185, sec. 174B, 174C-174I.
 15. Laws 1841, ch. 23; 1852, ch. 337; 1866, ch. 157; 1876, ch. 260; 1896, ch. 120; 1898, ch. 275, sec. 192A; 1902, ch. 402, 633; 1906, ch. 320; 1910, ch. 300; 1916, ch. 629; 1929, ch. 226, sec. 10, 32; (local) 1832, ch. 139, 173; 1927, ch. 526.
 16. Laws 1914, ch. 841, sec. 234, 235; 1929, ch. 226, sec. 158, 166, 167; 1937, ch. 488.
 17. Laws 1939, ch. 185. The director of this department appoints assessors with the approval of the commissioners.
 18. Laws 1832, ch. 139, sec. 3; 1874, ch. 495, sec. 87, subsec. 2; 1876, ch. 266, sec. 79, subsec. 2.
 19. See County Treasurer
 20. Laws 1939, ch. 185, sec. 174K.

\$200,000 in any one year, provided it is entirely repaid by the first of April of the following year.²¹

The county commissioners have always been charged with the supervision of roads and bridges in the county.²² At present, they sit as a road board once a month, for which service they receive an additional \$300 a year. In the construction and maintenance of roads, the commissioners are aided by a county road engineer whom they appoint (see County Road Engineer).²³

The county commissioners have important duties in connection with the welfare and charitable activities of the county. Until 1933, their control over the granting of pensions was complete.²⁴ Since the emergency measures were adopted in 1935, most of the supervision and administration of welfare activities has been transferred to the welfare board. At present, the commissioners merely appoint the members of the county welfare board from a list of names submitted by the State Department of Public Welfare and supply the county's share of welfare expenditures.²⁵ The commissioners still have the power, nevertheless, to commit to some hospital or institution, at the expense of the county, any person alleged to be a lunatic or insane and without sufficient means to pay for maintenance at any asylum.²⁶ They can also certify to the appropriate state institutions deaf and dumb indigents under twenty-one years of age,²⁷ indigent blind,²⁸ and feeble-minded persons.²⁹ The officials in charge of the county home are, at present, appointed by the county commissioners, who also levy for all expenses of the home.³⁰

The county commissioners have little to do with the administration of the county school system. Beyond providing funds, they are required merely, in their corporate capacity, to receive and control any property which has been bestowed on the county for educational purposes. In case of any neglect on their part in the execution of

21. Ibid., sec. 174Q.

22. Laws 1794, ch. 53; 1853, ch. 220, sec. 1; 1856, ch. 308; 1874, ch. 411; 1888, ch. 467; 1906, ch. 249; 1910, ch. 664; 1929, ch. 354; (local) 1868, ch. 299; 1870, ch. 192; 1874, ch. 509; 1886, ch. 385; 1890, ch. 378; 1892, ch. 645; 1898, ch. 531; 1908, ch. 654; 1912, ch. 391; 1924, ch. 67; 1927, ch. 86.

23. Ibid.

24. Laws 1817, ch. 78; 1823, ch. 62; 1835, ch. 307; 1853, ch. 239, sec. 2; (local) 1829, ch. 63; 1874, ch. 485.

25. Laws 1935, ch. 586, sec. 2, 8D, 8E; 1939, ch. 240, sec. 3, 8D, 8E.

26. Laws 1834, ch. 194; 1900, ch. 603.

27. Laws 1860, ch. 129, sec. 1.

28. Laws 1819, ch. 209, sec. 1; 1854, ch. 224; 1868, ch. 205; 1886, ch. 278; 1892, ch. 272; 1912, ch. 200.

29. Laws 1894, ch. 582, sec. 1, 4; 1906, ch. 362.

30. Laws 1892, ch. 166; 1894, ch. 445; 1916, ch. 661, sec. 1, 22; 1918, ch. 15; 1920, ch. 275.

this trust, the state's attorney is to enter a complaint against them in the circuit court.³¹

In the course of time, as the density of population increased in certain sections of the county, the commissioners have assumed a greater number and variety of public functions and services. They were authorized to appoint policemen for certain of those sections until 1937,³² when the county police department was created.³³ Now, the commissioners appoint the department's governing body, the board of police examiners.³⁴ They have drawn up, building regulations, appoint a building inspector to enforce them, and issue building permits.³⁵ They appoint officials to license dogs and enforce the regulations concerning them, and have the power to establish dog pounds.³⁶ Since 1927, they have been authorized to operate garbage collection and disposal plants.³⁷ In 1922, they were granted full power to establish sewerage and drainage systems in the county.³⁸ At present, the commissioners appoint the members of the Anne Arundel County sanitary commission, which installs and operates water supply, sewerage, and drainage systems in selected areas of the county.³⁹ They also appoint two members of the Annapolis metropolitan sewerage commission, which performs the same functions for the Annapolis metropolitan area.⁴⁰ Since 1927, they have levied taxes for the purchase and maintenance of fire-fighting equipment by the volunteer fire companies in the county.⁴¹ In 1933, the commissioners were authorized to construct and maintain erosion prevention works in specially constituted erosion districts.⁴² In order to apportion the burden of taxes for these services equitably, the commissioners, since 1910, have had the authority to create special taxing zones or districts for those communities enjoying the services.⁴³ Garbage zones⁴⁴ and a fire protection zone⁴⁵ now exist.

In 1914, the commissioners were authorized to spend up to \$1,000 annually for farmers' cooperative demonstration work, along the same line

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31. Laws 1894, ch. 41.
 32. Laws 1886, ch. 95; 1890, ch. 487; 1892, ch. 107; 1894, ch. 414; 1902, ch. 613; 1906, ch. 558; 1912, ch. 13; 1927, ch. 131, sec. 135.
 33. Laws 1937, ch. 192.
 34. Laws 1939, ch. 758, sec. 406-3/4.
 35. Laws 1916, ch. 622; 1929, ch. 485; 1933, ch. 59; 1937, ch. 414.
 36. Laws 1912, ch. 681; 1935, ch. 276; 1937, ch. 255.
 37. Laws 1927, ch. 676, sec. 19.
 38. Laws 1922, ch. 369, sec. 186A.
 39. Laws 1922, ch. 245, sec. 2; 1924, ch. 168, sec. 2.
 40. Laws 1931, ch. 104, sec. 2; 1933, ch. 2, sec. 2.
 41. Laws 1927, ch. 267; 1929, ch. 127; 1933, ch. 169.
 42. Laws 1933, special session, ch. 27.
 43. Laws 1910, ch. 334; 1939, ch. 366.
 44. Laws 1935, ch. 267.
 45. Laws 1939, ch. 213.

County Commissioners

as the work conducted by the United States Department of Agriculture or the University of Maryland Extension Service and in conjunction with them.⁴⁶ In 1932, the restriction on the appropriation for such work was lifted.⁴⁷

The county commissioners have always had a clerk to assist them in the exercise of their duties. This clerk is appointed by the commissioners and serves two years. Before he takes office, the clerk must take the required oath and execute a bond of \$5,000.⁴⁸ His duties are largely clerical and include the management of the office of the county commissioners.

The records kept by the county commissioners are various and numerous, reflecting the variety and number of their functions. Those records required by law include records of assessment of all property in the county,⁴⁹ and a record of the proceedings of the commissioners sitting as a board to consider erosion matters.⁵⁰ The current records are kept in the commissioners and their clerk's offices and in the office of the transfer department. Obsolete records may be found in the hall outside the commissioners' office, the addressograph room in the basement, in the attic behind the courtroom gallery, in a small cage in the commissioners' office, and in the Hall of Records.

General Administration

1. MINUTES OF COUNTY COMMISSIONERS, 1857-66, 1876-83, 1887--.
21 vols. (11 vols. dated). Title varies: Journal, 1 vol., 1857-66; Record, 4 vols., 1876-83, 1887-93, 1907-11; Record of Proceedings, 3 vols., 1893-98, 1904-6; Board Proceedings, 3 vols., 1896-1904, 1911-14; Journal of Proceedings, 3 vols., 1914-20; Minutes of Proceedings, 2 vols., 1920-26. 1 vol., 1930--, not titled.

Record of proceedings at meetings of the county commissioners, giving date, commissioners present, business transacted, including orders to pay, awarding of contracts, commitments to hospitals, adjustments in

46. Laws 1914, ch. 127.

47. Laws 1922, ch. 135.

48. Laws 1828, ch. 21, sec. 5; 1874, ch. 465, sec. 32; 1876, ch. 263; 1898, ch. 118; 1920, ch. 451.

49. Laws 1811, ch. 23, sec. 27; 1874, ch. 483, sec. 22; 1890, ch. 123, sec. 161; 1929, ch. 226, sec. 45.

50. Laws 1933, special session, ch. 27, sec. 522.

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County Commissioners -
General Administration

assessments, and care of county property. Arr. chron. by date of meeting. Hdw. 1857-66, 1878-83, 1887-1916, 1919-20; typed 1917-January 1919, 1920--. Aver. 400 pp. 14 x 8 x 2, 16 x 10 x 1. 8 vols., 1857-66, 1887-93, 1896-1911, addressograph rm.; 13 vols., 1878-83, 1893-96, 1911--, commissioners' office.

2. (LEVY COURT MINUTES), January 1826-April 1828. 1 vol. Minutes of proceedings of the levy court, giving date, names of justices present, and business transacted. Arr. chron. by date of session. Hdw. 400 pp. 12 $\frac{1}{2}$ x 8 x 1. Addressograph rm.

3. LEVY BOOK, 1811-37, 1845-63. 2 vols. (dated; 1 vol. labeled J.J.H. Con. No. 52). 1 vol., 1845-63, not titled. 1894-1910 in Certificate Ledger, entry 41.

Record of annual allowance for county expenditures made by levy court 1811-28 and by county commissioners 1829-37, 1845-63, giving date, name of payee, purpose, amount, and total. Arr. chron. by year of levy. 1 vol., 1845-63, indexed alph. by name of account. Also separate index 1811-37, entry 189. Hdw. Aver. 500 pp. 12 $\frac{1}{2}$ x 8 x 1 $\frac{1}{2}$. Hall of Records.

4. INSOLVENTS, 1867-97. 2 vols. Title varies: Records, 1 vol., 1867-97.

Record of insolvencies allowed by the county commissioners 1867-96, giving name of taxpayer, date, description of property, amount, and action taken. Contains: Appointment Book, 1867-97, entry 5; Records (Orders to Pay), 1867-93, entry 43. Arr. alph. by name of taxpayer. Hdw. 58 pp. 10 $\frac{1}{2}$ x 8 x $\frac{1}{4}$. Attic.

5. APPOINTMENT BOOK, 1897-1914. 1 vol. 1867-97 in Insolvents, entry 4.

Record of all appointments made by the county commissioners, giving date, name of appointee, official position, term, and date bonded and sworn in. Arr. chron. by date of appointment. Indexed alph. by name of appointee. Hdw. 264 pp. 14 x 8 $\frac{1}{2}$ x 1. Addressograph rm. For certificates of appointment issued by the county commissioners 1925-- , see entry 179.

6. CORRESPONDENCE, 1936--. Est. 3,500 papers in 2 f.d. Sub-titled Outgoing; Incoming.

Routine correspondence of the county commissioners. Arr. alph. by correspondent and subject. Hdw.; typed. 11 $\frac{1}{2}$ x 13 x 26. Clerk's office.

Assessments

(See also entries 359-365, 383-403).

Real and Personal Property

7. ASSESSMENT BOOK, 1876--. 104 vols. (dated; 103 vols., also labeled by district no.; 56 vols., by letter of alphabet

County Commissioners -
Assessments

(8-12)

contained; 2 vols., by precinct; 1 vols., by name of sub-division). Title varies: Assessment, 29 vols., 1876-1911. 12 vols., 1918, not titled.

Record of assessment of taxable property, giving district, name of owner, year, description of real and personal property, total assessment of real and personal, stocks and bonds, and amount of assessment; also notations of increase, decrease, and transfers. Arr. alph. by name of taxpayer within district. 103 vols., 1876-- , indexed alph. by name of taxpayer. Hdw. under ptd. head. Aver. 315 pp. 16 x 12 x $1\frac{1}{2}$, 19 x 12 x $1\frac{1}{2}$. Commissioners' office.

8. ASSESSMENT (Field Book), 1878-1911. 27 vols. (labeled by district no.; 16 vols. also dated; 8 vols. also numbered; 10 vols. also labeled by letter of alphabet contained).

Record of assessments of taxable property made in the field, giving date, district, name of owner, and value of real and personal property. Arr. alph. by name of taxpayer within district. 16 vols., 1878-96, indexed alph. by name of taxpayer. Separate index 1911, entry 9. Hdw. under ptd. head. aver. 400 pp. 16 x 10 x 1, 22 x 18 x $1\frac{1}{2}$. 16 vols., 1878-96, commissioners' office; 11 vols., 1911, attic.

9. ASSESSMENTS GENERAL INDEX, 1911. 1 vol.

Arr. alph. by name of property owner, giving vol and folio. Hdw. 450 pp. 18 $\frac{1}{2}$ x 12 $\frac{1}{2}$ x $1\frac{1}{2}$. Attic

10. LEDGER, 1909. 1 vol.

Record of assessments, giving name of taxpayer, year, and amount of assessment. Arr. alph. by name of taxpayer. Indexed alph. by name of taxpayer. Hdw. 480 pp. 14 x 8 x $\frac{1}{2}$. Addressograph rm.

11. TRANSFER NOTICES, 1936-- . 13 vols. (5 vols. labeled by nos. of notices; 3 vols. not labeled).

Carbon copies of assessment notices sent to owners of recently purchased property, giving transfer no., notice no., district no., date, name and address of owner, year and amount of assessment, name of former owner, location of property, date assessment becomes final, and signature of clerk to the commissioners. Arr. numer. by notice no. Hdw. on ptd. form. Aver. 250 pp. 12 $\frac{1}{2}$ x 8 x $1\frac{1}{2}$. 5 vols., 1936-June 1938, addressograph rm.; 8 vols., July 1938-- , transfer department.

12. (TRANSFERS), 1937-- . 19 vols. (labeled by district no. and by nos. of transfers contained).

Record of transfers of property, giving transfer no., date, district no., location, names of grantor and grantee, address, value of acres, lots and improvements, purchase price, amount of mortgage, by whom deed is presented, and folios of accounts debited and credited. Arr. numer. by transfer no. Hdw. on ptd. form. Aver. 165 pp. 16 x 11 x 2 $\frac{1}{2}$. 3 vols., November 1937-November 1938, addressograph rm.; 16 vols., December 1938-- , transfer department.

13. (TRANSFERS), 1935-37. 21 vols. (dated and labeled by district no. and letters of alphabet contained). Title varies: Development Book, 1 vol., 1935-37.

Record of increased and decreased assessments, showing information as in entry 7. Arr. alph. by name of taxpayer within district. Indexed alph. by name of taxpayer. Hdw. under ptd. head. Aver. 200 pp. 15 x 22 x 2. Commissioners' office.

14. LEDGER (Transfers), 1916-17, 1920-23. 1 vol.

Record of transfers, giving names of old and new owners, location and description of property, and price per acre or lot in subdivision. Arr. alph. by name of new owner. Indexed alph. by name of new owner. Hdw. 472 pp. 14 x 8 x 1½. Commissioners office.

15. (ASSESSMENT APPEALS), 1911. 1 vol.

Minutes of the county commissioners acting as a board of control and review for assessments of real and personal property. Arr. chron. by date of session. Hdw. 152 pp. 15 x 11½ x ½. Addressograph rm.

Automobiles

16. (AUTOMOBILE ASSESSMENTS), 1938--. Est. 25,000 cards in 5 f.d. (labeled by district no.).

Card record of automobile assessments, giving district no., name and address of owner, factory price, make, year, type, serial no., horsepower, assessed value, year of assessment, and status of title. Arr. alph. by name of owner. Hdw. on ptd. form; typed on ptd. form. 6 x 18 x 28. Commissioners' office.

17. AUTOMOBILES, 1924--. Est. 65,000 cards in 17 f.d.

Card record of automobile ownership, including transfers, removals, tax exemptions, and new assessments, giving type of car, engine no., horsepower, date of purchase, name and address of owner, and registration no. No orderly arrangement. Hdw. on ptd. form; typed on ptd. form. 5 x 13 x 25, 6½ x 17½ x 26. Commissioners' office.

18. AUTOMOBILE INCREASE, 1934--. 17 vols. (1-17).

Carbon copies of commissioners' orders to county treasurer authorizing increase in automobile assessment, giving order no., date, name of owner, district, year, amount of increase, type of car, and signature of president of and clerk to commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 165 pp. 16½ x 9½ x 1. Commissioners' office.

19. AUTOMOBILE DECREASE, 1937--. 2 vols.

Carbon copies of commissioners' orders to county treasurer authorizing decrease in automobile assessments, giving order no., date, name of owner, district, year, amount of decrease, type of car, and signature of president of and clerk to commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 165 pp. 16½ x 9½ x 1. Commissioners' office.

Intangibles

20. INCORPORATED INSTITUTIONS LEDGER, 1884-1910. 1 vol.
Record of taxation of capital stock of corporations, giving date, name of corporation, no. of shares of capital stock, assessed value, par value, and total. Arr. chron. by date of payment. Hdw. 200 pp. $17\frac{1}{2}$ x 11 x $1\frac{1}{2}$. Addressograph rm.

21. LEDGER STOCKS AND BONDS, 1906-15, 1927-28. 2 vols. Title varies: Assessment Book Private Securities, 1 vol., 1906-15.
Record of assessment of stocks and bonds, giving name of owner, no. of shares of stock, names of securities, and values. Arr. chron. by date of entry. Indexed alph. by name of owner. Hdw. Aver. 325 pp. 14 x 8 x 1 , $15\frac{1}{2}$ x $9\frac{1}{2}$ x 1 . Addressograph rm.

Tax Sales
(See also entries 350, 351).

22. TAX SALE PROPERTY, 1899-1936. 2 vols. (labeled by district no.).
Record of property bought by the commissioners at tax sales, giving name and address of owner, description of property, amount of assessment, amount of county and state taxes and interest, and to whom sold. Arr. alph. by name of owner within district. Indexed alph. by name of owner. Typed under ptd. head. Aver. 400 pp. 17 x 20 x 2 . Commissioners' office.

23. (DEEDS), 1915---. Est. 400 papers in 4 f.d.
Original treasurers' deeds conveying property purchased at tax sales to the county commissioners, giving date, year, owner, district, description of property, amount of tax arrears, sale price, and signature of treasurer. Arr. chron. by date filed within district. Hdw. on ptd. form. 11 x 5 x 18 . Cage.

24. TAX SALES RECORD, 1921-22. 1 vol.
Record of tax sales, giving district no., names of taxpayer and purchaser, date of sale, amounts of county and state taxes and interest, costs, by whom redeemed, date, and where recorded. Arr. chron. by date of sale within levy year. Hdw. under ptd. head. 504 pp. 12 x 19 x $1\frac{1}{2}$. Addressograph rm.

25. (COSTS IN TAX SALES), 1892-97. 1 vol.
Record of costs in tax sales where the property was bought by the county, giving year, name of property owner, election district no., date, to whom paid, purpose, amount, and total. Arr. alph. by name of property owner within election district. Hdw. 235 pp. $13\frac{1}{2}$ x 8 x $\frac{1}{2}$. Attic.

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County Commissioners -
Roads

Roads
(See also entries 639-646)

26. RECORD (Roads), 1912-26. 1 vol.
Minutes of proceedings of the county commissioners acting as a road board, giving all business transacted in the opening, alteration, and repair of county roads. Arr. chron. by date of session. Hdw. 150 pp. 14 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. Addressograph rm.
27. (COUNTY ROADS), 1800-1808. In Inspectors of Tobacco Warehouses, entry 52.
Lists of roads in the county; also contains order and report of commission to lay out a road, September 1803; orders of court to survey roads, 1800, 1804, 1807; surveyors' return showing courses and distances, 1804-7. Arr. numer. by district no.
28. PUBLIC ROADS, 1898-99. 1 vol. (dated).
Record of all public roads in the county, giving district no., class, name, and description of each road. Arr. numer. by district no. Hdw. 300 pp. 18 x 11 $\frac{1}{2}$ x 1. Addressograph rm.
29. LEDGER (Road Construction), 1903-4. 1 vol. (Elijah Williams, Treas. 1894).
Record of contracts awarded for road construction, giving district no., type of work, date advertisement authorized, dates bids submitted and awarded, name of successful bidder, and daily rate. Arr. numer. by district no. Hdw. 450 pp. 16 x 10 x 1 $\frac{1}{2}$. Cage.
30. ROAD BILLS, 1887-99, 1908-25. 2 vols., 300 loose pages.
Title varies: Record of Roads, 1 vol., 1887-99; Road Accounts, 1 vol., 1908-20.
Record of expenditures for roads, giving district no., date, name of claimant, distribution of amount by purpose of expenditure, date filed, date approved for payment, total amount, and remarks. Arr. chron. by date of filing within district. Hdw. under ptd. head. Aver 350 pp. 15 x 14 x 1, 18 x 11 x 2. 1 vol., 1887-99, attic; 1 vol., 300 loose pages, 1908-25, addressograph rm.
31. ROAD ACCOUNTS, 1910-23. 3 vols. (1 vol. dated). Title varies: Certificates, 1 vol., 1910-20.
Voucher register of expenditures for roads, giving date, voucher no., ledger folio, to whom issued, for which district, purpose, and total. Arr. chron. by voucher no. Hdw. under ptd. head. Aver. 250 pp. 17 $\frac{1}{2}$ x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Addressograph rm.

Erosion

32. MINUTES EROSION PROJECTS, 1934--. 13 vols.

Minutes of proceedings of the county commissioners acting on erosion projects, including petitions, levies, and appropriations for each project. Arr. chron. by date of session. Typed. Aver. 100 pp. 13 x 11 x $\frac{1}{2}$. Commissioners' office.

33. EROSION BILLS (Vouchers), 1936--. Est. 300 papers in 2 f.d. (dated).

Vouchers of expenditures for the prevention of beach erosion, with original bills enclosed, giving date, voucher and check nos., name and address of payee, date approved, signatures of the commissioners, fund and appropriation to which charged, account no., amount, and total. Arr. numer. by voucher no. Hdw. on ptd. form; typed on ptd. form. 10 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 13. Clerk's office.

Welfare

(See also entries 574-632).

34. (COMMITMENT CERTIFICATES), 1910--. Est. 800 certificates in 3 f.d., 2 bundles.

Original certificates for the commitment of insane patients to state institutions, giving date of certificate, county, name of physician, qualifications, date of examination, name, age, sex, marital status and color of patient, reason for commitment, name and address of person to be notified in case of emergency, physical and mental condition at time of examination, date and nature of first symptoms noted, employment data, extent of dangerous delusions or hallucinations, name of institution and date prior confinement if any, history of mental diseases in family, and signature and address of physician. Arr. chron. by date of commitment. Hdw. on ptd. form; typed on ptd. form. F.d. 10 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 13; bundles 9 x 4 x 5 $\frac{1}{2}$. 2 bundles, 1910-23, addressograph rm; 2 f.d., 1924-33, hall; 1 f.d., 1934--, clerk's office.

35. (PENSION REQUESTS), 1916-24. Est. 250 papers in 2 bundles. 1936-37 in Miscellaneous, entry 45.

Requests from citizens in the county for old age pensions. No orderly arrangement. Hdw.; typed. 9 x 4 x 2 $\frac{1}{2}$. Addressograph rm.

Permits and Licenses

(See also entries 140-162).

36. (BUILDING PERMITS), 1939--. In Miscellaneous, entry 45.

Record of building permits issued by building inspector, giving permit

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County Commissioners -
Permits and Licenses;
Finances

no., name and address of builder, and value of structure.
For applications for permits 1935--, see entry 391.

37. VEHICLE LICENSE RECORD, 1908. 1 vol.
Record of licenses issued to owners of vehicles, giving license no., date of issue, name of licensee, type of vehicle, amount of fees, total, clerk's fees, and remarks. Arr. chron. by date of issue. Hdw. under ptd. head. 500 pp. 19 x 12 x 1½. Addressograph rm.

Finances

(See also entries 333-382).

38. BILLS PASSED, 1920--. Est. 55,000 vouchers in 96 f.d. 159 bundles, 1 box. (labeled by nos. of vouchers contained; 81 f.d. also dated). 11 f.d., 1936--, not titled.
Vouchers of expenditures of the commissioners, with original bills enclosed, giving date, voucher and check nos., name and address of payee, date approved, signatures of the commissioners, fund and appropriation to which charged, account no., amount, and total. Arr. numer. by voucher no. Hdw. on ptd. form; typed on ptd. form. F.d. 10½ x 4½ x 13; bundles 8½ x 3½ x 5. 159 bundles, 1 box, 1920-30, addressograph rm.; 85 f.d., 1931-39, hall; 11 f.d., 1936--, clerk's office.

39. (RECEIPTS STUBS), 1921--. 15 vols. (labeled by no. of receipt contained).
Stub record of receipts for road funds, building permits, justices of the peace fines, dog licenses, tax sales, franchises, garbage collection, police fines, liquor licenses, forest fire account and general fund, giving date, warrant no., amount, name of payee, account to which credited, and signature of clerk. Arr. numer. by receipt no. Hdw. on ptd. form. Aver. 100 pp. 13 x 5 x 1. 3 vols., 1921-August 1926, addressograph rm.; 12 vols., September 1926--, commissioners' office.

40. BILL BOOK, 1887-1927. 7 vols. (3 vols. dated; 4 vols. not labeled). Title varies: Bills Passed by Board of County Commissioners, 2 vols., 1887-1900. 3 vols., 1910-27, not titled.
Record of bills passed by county commissioners for payment, giving date, name of payee, purpose, order no., and amount. Arr. numer. by order no. Hdw. 1887-September 1910; hdw. under ptd. head October 1910-27. Aver. 400 pp. 13 x 5 x 1, 15½ x 10 x 1½. 4 vols., 1887-September 1910, attic; 3 vols., October 1910-27, commissioners' office.

41. CERTIFICATE LEDGER, 1892-1910. 3 vols. (2 vols. not labeled; 1 vol. dated). Title varies: County Levy, 1 vol., 1894-1910. 1 vol., 1892-94, not titled.
Record of certificates issued for the payment of county expenditures 1892-1909, giving levy year, date, certificate no., name of payee.

County Commissioners -
Finances; Miscellaneous

(42-48)

purpose, amount, levy account to which charged, and total. Contains: County Levy, 1894-1910, entry 3. 2 vols., 1892-94, 1900-1909, arr. chron. by date issued; 1 vol., 1894-1900, arr. numer. by certificate no. 1892-94, 1900-1909, indexed alph. by type of account. Hdw. Aver. 238 pp. 14 x 8 $\frac{1}{2}$ x $\frac{1}{2}$, 17 x 11 x 1. Attic.

42. (DUE BILLS), 1919-21. Est. 1,700 papers in 3 bundles. Certificates of credit for services rendered or materials supplied, giving certificate no., date, name of payee, amount, purpose, and signature of clerk and the county commissioners. Arr. numer. by certificate no. Hdw. on std. form. 8 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 1, 8 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 3 $\frac{1}{2}$. Addressograph rm.

43. RECORDS (Orders to Pay), 1894-96. 1 vol. 1887-93 in Insolvents, entry 4. Record of orders to pay passed by the county commissioners, giving date, name of payee, amount, and purpose. Arr. chron. by date of order. Hdw. 250 pp. 12 x 8 x 1. Attic.

Miscellaneous

44. (MISCELLANEOUS), 1916-24. Est. 650 papers in 9 bundles. Miscellaneous papers of the county commissioners, including bonds for performance of contracts, bids for construction of roads, bridges and sewers, and for the collection and disposal of garbage, petitions for opening, alteration, and closing of roads, and miscellaneous petitions and applications. No orderly arrangement. Hdw.; typed. 9 x 4 x 1, 10 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 4 $\frac{1}{2}$. Addressograph rm.

45. (MISCELLANEOUS), 1936--. Est. 500 papers in 1 f.d. Contains: Pension Requests, 1936-37, entry 35; Building Permits, 1939--, entry 36; County Police, 1937-38, entry 47; Fire Companies, 1936-38, entry 48; Dog Destruction, 1937, entry 53. Arr. chron. by date of filing. Hdw.; typed. 11 $\frac{1}{2}$ x 13 x 26. Clerk's office.

46. RECORD OF MORTGAGES, 1896-1902. 1 vol. Record of mortgages for purposes of taxation, giving names of mortgagee and mortgager, location of property, date of execution, date of expiration, amount, rate of interest, date of assignment, when recorded, date of release, and where recorded. Arr. chron. by date of execution. Indexed alph. by name of mortgagee. Hdw. under std. head. 152 pp. 11 $\frac{1}{2}$ x 18 x 1. Addressograph rm.

47. (COUNTY POLICE), 1937-38. In Miscellaneous, entry 45. Petitions, complaints, and general correspondence concerning the county police force.

48. (FIRE COMPANIES), 1936-38. In Miscellaneous, entry 45. Fire companies' reports to the county commissioners of activities and

finances, giving record of receipts and disbursements, no. of fires, no. of calls, attendance at each fire, and description of fires, including estimate of losses.

49. (WITNESS AND JUROR CERTIFICATES), 1919-25. Est. 2,900 papers in 6 bundles.

Certificates of attendance issued to jurors and witnesses by the clerk of the court, giving court term, name of juror or witness, days in attendance, purpose, amount of money due, and signature of the clerk. Arr. chron. by court term. Hdw. on ptd. form. $8\frac{1}{2} \times 4 \times 2$, $8\frac{1}{2} \times 4 \times 5\frac{1}{2}$. Addressograph rm.

50. (SCHOOLS), 1924-26. Est. 50 papers.

Record of disbursements of the board of education, giving date, check no., voucher no., amount of check, to whom paid, purpose, ledger folio, account to which charged. Arr. chron. by date of payment. Hdw. under ptd. head. Addressograph rm.

For other financial records of the board of education, see entries 448-470.

51. (JUSTICE OF THE PEACE REPORTS), 1928-39. Est. 1,000 papers in 7 f.d.

Reports of fines and costs in criminal cases, filed by justices of the peace, giving name of justice, district no., docket no., name of deft., type of offense, name of informant, no. of witnesses, verdict, sentence, name of arresting officer, amount of fine and costs, remarks, and certification of justice. No orderly arrangement. Hdw. under ptd. head. $10\frac{1}{2} \times 5 \times 13$. 1 f.d., 1928-39, clerk's office; 3 f.d., 1933-34, hall.

For other records of justices of the peace, see entries 110-113, 266-291.

52. (INSPECTORS OF TOBACCO WAREHOUSES), 1800-1808. 1 vol.

Record of the proceedings at meetings of the levy court to appoint inspectors of tobacco warehouses 1802-3, giving date, names of judges present, names of inspectors appointed, names of warehouses, amount of bond, and names of sponsors. Contains: County Roads, 1800-1808, entry 27. Arr. chron. by date of meeting. Hdw. 500 pp. $12\frac{1}{2} \times 8 \times 2$. Hall of Records.

53. (DOG DESTRUCTION), 1937. In Miscellaneous, entry 45.

Certificates of dog destruction filed by dog wardens, giving date, description of dog, why, when and where picked up, ownership, how destroyed, signature of dog warden, and notarization.

(Next entry 54, p. 100)

II. CIRCUIT COURT

Three months after the erection of Anne Arundel County in 1650, Governor William Stone issued a commission authorizing Edward Lloyd to act as commander, and James Homewood, Thomas Meares, Thomas Marsh, George Puddington, Matthew Hawkins, James Merryman, and Henry Catlyn, as commissioners for the county. The commander and the seven commissioners were given authority "for granting warrants and summons and for all other matters of Judicature . . . And to call and appoint Courts to be kept within and for the Sd County . . ." ¹ They constituted the first county court of the new county.

In 1658 and 1661, the organization of the Anne Arundel county court assumed final form. In the former year, eleven commissioners were appointed and ordered to take "the oath of Commissioners & Justices of the Peace" and hold court; no commander was appointed. ² Three years later, ten men were commissioned, of whom the first four were of the quorum. In order to hold court, at least four justices had to be present, one of whom had to be a member of the council or one of the four justices of the quorum. ³ The first justice named, according to one authority, was the presiding judge. ⁴

No important changes were effected in the organization of the county court throughout the whole colonial period. The Governor continued to commission the justices in a body. Only the number of justices named in each commission varied. The justices served during the pleasure of the proprietor or his agent, the Governor. Their commissions were usually renewed at frequent intervals and most of the old justices were reappointed. The first one named in the commission seemed to be the presiding justice. ⁵

Before 1692, there was no special provision for the payment of the justices of the county court. They were merely allowed a share of the money levied for the necessary expenses of the county; what that

1. Arch. Md., III, 257.

2. Ibid., p. 348.

3. Ibid., pp. 422-424. See also Mereness, Maryland as a Proprietary Province, pp. 231-232.

4. Arch. Md., LIII, xiii.

5. Arch. Md., III, 534-536; V, 462; VIII, 324; XV, 37-38, 67, 130, 253, 325; XVII, 379; XI, 137-138, 466; XXIII, 128; XLI, 89. See also Mereness, op. cit., pp. 232, 247-248. In the seventeenth century, the number of justices varied between eight and thirteen and averaged eleven. In the eighteenth century, the number of justices commissioned at a time averaged thirteen and ranged between nine and eighteen. See Henry H. Goldsborough, List of Civil Officers of Maryland, 1749-1891.

share consisted of, it is impossible to ascertain.⁶ Between 1692 and 1704, the justices were allowed 120 pounds of tobacco for each day they were engaged in administering the affairs of the county.⁷ From 1704 to the Revolution, the per diem allowance was only eighty pounds.⁸

The court days on which the colonial county courts met were fixed by the Assembly. During the seventeenth century, the Anne Arundel county court sat for six terms a year, usually the second Tuesday in September, November, January, March, June, and August. The June term was set aside for testamentary affairs.⁹ This schedule was in effect until 1708,¹⁰ when the Assembly provided for only four terms a year, on the second Tuesday in March, June, August, and November.¹¹ This arrangement continued until 1770, when the June session was abolished.¹²

The organization of the county courts remained unchanged by the Revolution;¹³ the justices were directed to reopen the courts and hold sessions as previously directed by the Assembly.¹⁴ The Governor with the advice of the Council continued to commission justices, some or all of whom sat on the county court. The constitution adopted in 1777 provided, however, that all judges were to hold their commissions only during good behavior and were removable for misbehavior on conviction in a court of law.¹⁵ The compensation continued on a per diem basis and fluctuated wildly as a result of an inflated currency.¹⁶

The county courts were not reorganized until 1790. In that year, for the first time, a definite number of justices were commissioned to hold court. Also, for the first time, the state was divided into judicial districts, five in number, with Anne Arundel County in the third. A chief judge, who was to be "a person of integrity and experience, and sound legal knowledge" and a resident of the district, was appointed for each district by the Governor and Council. Two associate judges, who did not have to have any special legal knowledge but must have resided in the county, were appointed in each county. Either the chief judge alone or the two associate judges had full power to try cases.

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6. Mereness, op. cit., p. 248.
 7. Arch. Md., XIII, 462.
 8. Arch. Md., XXVI, 353; XXX, 622.
 9. Arch. Md., I, 296; II, 222, 397; XIII, 182, 528.
 10. Arch. Md., XXVI, 346.
 11. Arch. Md., XXVII, 367-368; XXX, 299.
 12. Laws 1770, ch. 4. See also Mereness, op. cit., p. 246.
 13. Clement Dorsey, The General Public Statutory Law and Public Local Law of the State of Maryland (1810), I, 257.
 14. Laws 1777, February session, ch. 15, sec. 9.
 15. Md. Const., 1777, sec. 40, 46.
 16. Laws 1777, October session, ch. 18; 1778, October session, ch. 18; 1779, November session, ch. 40; 1780, March session, ch. 29, October session, ch. 18.

All three served during good behavior, and were removable only for misbehavior in office.¹⁷ Vacancies were filled by the Governor with the advice and consent of the Council.¹⁸ The number of court terms was reduced to two a year.¹⁹ An annual salary that was increased to \$1,400 was allowed the chief judge, while each of the associates received a per diem allowance that was fixed at four dollars in 1799.²⁰

In 1805, the county courts were once more reorganized. The state was divided into six judicial districts, with Anne Arundel in the third. Three judges, a chief judge and two associate judges, all of whom had to be persons "of integrity and sound legal knowledge," were appointed for each district. The chief judge was designated in the Governor's commission. Any one of the judges had full power to hold court. All held their commissions during good behavior and were removable for misbehavior, on conviction in a court of law or by the Governor on petition of two-thirds of the members of each house of the Assembly.²¹ The chief judge was paid \$2,000 per annum while the associate judges received \$1,400 each.²²

Democratic reform sentiment merged with the desire to reduce the expenses of state government in general and of the judicial system in particular to produce the article on the judiciary in the reform constitution of 1851.²³ The state was divided into eight judicial circuits (Anne Arundel in the second), and one judge was elected by the people to hold court, thereafter known as the circuit court. The circuit judge must have been admitted to the practice of the law, been a citizen of the state for at least five years, above the age of thirty at the time of his election, and a resident of the judicial circuit in which he was elected for at least two years. His term was fixed at ten years and his salary at \$2,000 a year. He was removable on the same conditions as had been previously established. The court was required to meet twice a year or oftener if required by law.²⁴

The constitution of 1864 merely increased the number of judicial circuits to thirteen and placed Anne Arundel and Calvert counties in the second circuit. One court was to be held in each county. The term of the judges was extended to fifteen years and their annual salary was increased to \$2,500. They could hold office and be eligible for reelection until they reached the age of seventy. Any judge could be removed from office by the Governor on conviction in a

17. Laws 1790, ch. 33; 1793, ch. 23; 1796, ch. 43; 1801, ch. 74.

18. Laws 1796, ch. 43, sec. 19; 1797, ch. 69, sec. 1.

19. Laws 1790, ch. 33, sec. 3; 1796, ch. 43, sec. 2; 1805, ch. 65, sec. 21; 1820, ch. 2; 1828, ch. 182, sec. 6.

20. Laws 1790, ch. 33; 1796, ch. 43, sec. 21, 24; 1797, ch. 69, sec. 2.

21. Laws 1804, ch. 55; 1805, ch. 16, ch. 65, sec. 5.

22. Laws 1805, ch. 86.

23. James Warner Harry, The Maryland Constitution of 1851, pp. 17-20.

24. Md. Const., 1851, art. IV, sec. 8, 9.

court of law, for incompetence, wilful neglect of duty, misbehavior in office, or any other crime, on impeachment according to law or the constitution or on address of two-thirds of each house of the Assembly.²⁵

The present constitution, adopted in 1867, provides for eight circuits, Anne Arundel being in the fifth. For each of the circuits, except the third, sixth, and eighth, a chief judge and two associates are elected for terms of fifteen years. All judges must be citizens and qualified voters of Maryland; residents of the state for at least five years and of the circuit for at least six months next preceding their election therein; at least thirty years of age; and must have been admitted to the practice of law in the state. They must retire when they reach the age of seventy and may be reelected until they reach that age. However, any judge whose term has been extended beyond the age of seventy by the Assembly is permitted to continue in office by resolution of the Assembly. A judge may be retired from office by a two-thirds vote of each house of the Assembly and with the approval of the Governor because of inability to discharge his duties with efficiency, by reason of continued sickness or of physical or mental infirmity. Any judge may be removed from office as previously specified. Vacancies are filled by the Governor, the appointee to hold office until the next general election for members of the Assembly. The annual salary of the chief judge is \$11,500, and \$8,500 for each of the associates. At least two regular court terms a year must be held; in addition, two non-jury terms are prescribed. In 1890, the regular common law terms for the Anne Arundel county court were fixed for the third Mondays in April and October. In addition to these, there are two non-jury terms on the third Mondays of January and July. As previously, court must be held in each county of the state.²⁶

Jurisdiction

The county courts have always had the power to "exercise all the powers exercised by the Court of King's Bench in England, so far as these powers are derived from the rules and principles of the common law."²⁷

The first commission for a county court in Anne Arundel County authorized the commander and commissioners to try all civil cases, "of what value soever, Saving and reserving to all and every the Inhabitants of the Said County and others Liberty of Appeals . . . to the Provincial

25. Md. Const., 1864, art. IV, sec. 1-5, 24-26.

26. Md. Const., 1867, art. IV, sec. 1-5, 19-24; Laws 1927, ch. 235; (local) 1890, ch. 57; Maryland Manual 1939, p. 156.

27. John P. Poe, Pleading and Practice in Courts of Common Law (Fifth Edition, Herbert R. Tiffany, editor), ch. 1, sec. 16.

Court in any Civil Cause or action to the Value of 20 lb. Sterling or 2000 lb. of Tobacco and upwards." The court could also hear and determine all criminal cases "which may be heard by any Justices of the Peace in any County in England in their Courts of Sessions not extending to life or member." In addition, the justices were empowered "to doe use and execute all manner of Jurisdiction and authority whatsoever for the Conservacion of the peace within the Said County as any Justice of Peace in England may or ought to doe by virtue of his Commission for the peace . . ."²⁸

In 1661, the civil jurisdiction of all county courts was limited to cases where the thing in action did not exceed 3,000 pounds of tobacco in value; the criminal jurisdiction remained unchanged.²⁹ However, during the remainder of the seventeenth century and through most of the eighteenth, the jurisdiction of county courts was slowly extended under the pressure of the Lower House for greater local autonomy.³⁰ At the same time, the lower limit of the court's civil jurisdiction was curtailed in favor of the justices of the peace. (See essay, *Justices of the Peace*). Not until 1773 were the county courts granted "jurisdiction concurrent with that of the provincial court in all criminal cases, and exclusive jurisdiction in all civil cases in which they had formerly only concurrent jurisdiction; that is, exclusive jurisdiction in all cases in which the value involved did not exceed £100 sterling or 30,000 lbs. of tobacco."³¹ The provisions enacted in 1773, insofar as they related to the jurisdiction of the county courts, were continued and reenacted through the years of the Revolution and did not expire until 1785.³²

In 1785, the county court was granted full jurisdiction in all civil cases, regardless of the money involved, as well as in all criminal cases.³³ Five years later, its jurisdiction in all criminal cases, except those of treason, murder, felonies, and insurrection, was made exclusive of that of the general court.³⁴ In 1801, these exceptions, too, were removed.³⁵ When the general court was abolished

28. *Arch. Md.*, III, 257-258.

29. *Ibid.*, pp. 422-424; XV, 66-67.

30. *Arch. Md.*, XV, 224-225, 228-229, 327-324; VII, 201-203; XIII, 479-480; XXIV, 96-99; XI, 137; XXVI, 284-285; XXIX, 440; XXVII, 530; XXXVIII, 144; XXIX, 439-440.

31. Laws 1773, June session, ch. 1, cited in Mereness, *op. cit.*, pp. 240-241.

32. Laws 1780, October session, ch. 12; 1781, November session, ch. 7; 1782, November session, ch. 32; 1783, April session, ch. 36; 1783, November session, ch. 30; 1784, ch. 83.

33. Laws 1785, ch. 87, sec. 1, 7. This law was continued until 1805 by Laws 1789, ch. 53; 1796, ch. 64; 1798, ch. 71.

34. Laws 1790, ch. 50, sec. 1.

35. Laws 1801, ch. 74, sec. 37.

in 1805, the county court was given its jurisdiction as a court of first instance in all cases above that of a justice of the peace.³⁶ It became, as it is at the present, the highest common law court of record and original jurisdiction in the county, except where by law jurisdiction has been taken away or conferred on another tribunal.³⁷

The power to issue writs of habeas corpus and mandamus completed the common law civil jurisdiction of the county courts. The first has been issued by the court since 1798,³⁸ and the second, since 1806.³⁹

In the course of its development, the court has lost certain powers to the justice of the peace as well as to special tribunals, such as the State Industrial Accident Commission, the Public Service Commission, and the State Tax Commission.

Equity jurisdiction was first conferred on the county court in 1723. The law provided "that in all actions in the county-courts, where the matter or thing in dispute is not of sufficient value to remove the same into chancery, the justices of the county-court, where such action shall be brought . . . may hear and determine the same according to the rules of equity and good conscience, as fully and amply, as the Chancellor or keeper of the Great Seal might do in any case, within the jurisdiction of the Chancery Court."⁴⁰ In 1763, the county courts were given jurisdiction concurrent with that of the chancery court in all cases, where the value involved did not exceed 5,000 pounds of tobacco or £20 sterling.⁴¹ An original equity jurisdiction in cases where the amount involved did not exceed 10,000 pounds of tobacco or £100 was granted in 1791.⁴² A year later, the courts were empowered to try cases in equity for the purpose of compelling a specific performance of any agreement where the value of the thing or land in dispute did not exceed 10,000 pounds of tobacco or £100 in value.⁴³ Any limit to the equity jurisdiction of the county courts was removed in 1814; they were given an original equity jurisdiction in all cases in which the Court of Chancery could act.⁴⁴ In Anne Arundel County, however, equity cases continued to be tried before the State Court of Chancery in Annapolis. Only when the State Court of Chancery was abolished in 1851, did the county court in Annapolis receive all its powers and duties.⁴⁵

36. Laws 1804, ch. 55; 1805, ch. 65.

37. P.G.L., 1939, art. 26, sec. 41.

38. Laws 1798, ch. 106; 1809, ch. 125, sec. 1.

39. Laws 1806, ch. 90, sec. 9; 1858, ch. 285, sec. 1.

40. Arch. M.L., XXXVI, 563; XLII, 389.

41. Laws 1763, ch. 23, sec. 5.

42. Laws 1791, ch. 78, sec. 1; 1793, ch. 74; 1794, ch. 71; 1798, ch. 10, 71.

43. Laws 1792, ch. 63.

44. Laws 1814, ch. 94; 1815, ch. 163.

45. Laws 1852, ch. 16, sec. 1.

During the provincial period, the county courts also shared with the Secretary of the province and later the commissary-general and his deputies in each county the supervision of the administration of estates. The court appointed guardians and enforced the provisions of wills with regard to the upbringing of the wards.⁴⁶ As we have seen, one special term of court was set aside for the consideration of testamentary affairs.⁴⁷

Since the earliest days of the colony, appeals from county courts have gone to the highest court in the state: to the Provincial Court, before the Revolution; to the General Court and Court of Appeals until 1805; and to the Court of Appeals thereafter.⁴⁸ When the court received full equity jurisdiction, in 1814, the right of appeal in equity cases also lay to the Court of Appeals.⁴⁹

Until the levy court was instituted, the county court also constituted the governing body of the county and performed a wide variety of administrative functions.⁵⁰ The most important of these were: the assessment and levy of county taxes and their expenditure;⁵¹ the supervision of roads and bridges and the appointment of road overseers;⁵² the operation of ferries;⁵³ the appointment of constables⁵⁴ and coroners;⁵⁵ and the conduct of elections in cooperation with the sheriff.⁵⁶

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46. Arch. Md., I, 353; II, 325-329; VII, 195-201; XIII, 217; XXXVIII, 42-43; XXII, 535-539; XXX, 331-347; XXXVI, 485-491. See also "Early Maryland County Courts" in Arch. Md., LIII, xxxvii; Lewis W. Wilhelm, Local Institutions of Maryland, p. 83.
47. Arch. Md., I, 496; II, 222, 397; XIII, 122, 528.
48. Arch. Md., I, 148; III, 357, 358; Laws 1713, ch. 4; 1785, ch. 87, sec. 6; 1805, ch. 65, sec. 10.
49. Laws 1814, ch. 94, sec. 5.
50. Moreness, op. cit., pp. 403-404.
51. Arch. Md., II, 273; XIII, 470-471; XXXVIII, 112-113; XXII, 474-475; XXVI, 292-293; LV, 133-134, 392; Laws 1748, ch. 20.
52. Arch. Md., II, 134, 219-220, 321-322; XXXVIII, 95-96; XXII, 475; XXVI, 249-251.
53. Arch. Md., I, 376; Laws 1791, ch. 65. This function was not transferred to the levy court until 1824. Laws 1824, ch. 109.
54. Arch. Md., XIII, 536; XXVI, 343; XXX, 274-276.
55. Arch. Md., XIII, 515; XXXVIII, 50, 199, 392.
56. Arch. Md., VII, 30-33; XIII, 541-544; XXVI, 294-297; XXVII, 353-355.

Clerk of the Circuit Court

The office of the clerk of the court has existed as long as the court itself.⁵⁷ The clerk was early recognized as an important court official in all the county courts. When a commission was issued to the justices for Anne Arundel County in 1631, Andrew Skinner was specifically designated as clerk.⁵⁸

The clerk continued to be commissioned by the Governor until about 1676.⁵⁹ In 1674, a commission issued by the Governor appointed a clerk for the Anne Arundel county court to serve during the pleasure of the Provincial Secretary.⁶⁰ After 1676, all county clerks were appointed by the Secretary and were renewable by him.⁶¹

The first constitution of Maryland provided that the justices of the county court might appoint the clerk of the court.⁶² In 1836, the Governor was given the power to appoint the clerk, who was thereafter to serve for seven years instead of during good behavior.⁶³ The office was first made elective by the constitution of 1851.⁶⁴ The term was fixed at six years; the clerk was made eligible for reelection and "subject to removal for wilful neglect of duty, or other misdemeanor in office, on conviction in a court of law."⁶⁵ No changes in the office have since been made, except for the reduction of the term to four years by constitutional amendment fixing the term of all elected officers at that figure.⁶⁶ The clerk of the court, since 1716, has had to execute a bond before he could enter upon the duties of his office. The amount of the bond in 1716 was £200.⁶⁷ Since that time, the amount has been steadily increased.⁶⁸ At present, the amount of the clerk's bond is \$14,000.⁶⁹

The clerk of the court has always been compensated by the fees of

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57. Arch. Md., LIII, xxviii; Howell, The Government of Kent County, Maryland, pp. 63-64.
 58. Arch. Md., III, 424.
 59. Ibid., p. 536.
 60. Arch. Md., XV, 37-38.
 61. Mereness, op. cit., p. 177; Charles A. Barker, The Background of the Revolution in Maryland, p. 123; Arch. Md., VIII, 398; XXVIII, 150.
 62. Md. Const., 1777, sec. 47.
 63. Laws 1836, ch. 224, sec. 1.
 64. Md. Const., 1851, art. IV, sec. 14.
 65. Ibid.
 66. Laws 1922, ch. 227.
 67. Laws 1716, ch. 1, sec. 6.
 68. Laws 1742, ch. 10; 1800, ch. 82, sec. 2, 3; 1824, ch. 95; 1841, ch. 63.
 69. P.G.L., 1939, art. 17, sec. 52.

his office.⁷⁰ Before 1851, his total compensation was unlimited, being dependent only on the amount of his fees. The constitution of that year set an annual maximum of \$3,000 for all state officers; all sums of money above that total were to be paid into the treasury of the state.⁷¹ In 1853, each clerk was allowed to keep \$2,500 after deducting all the necessary expenses of his office.⁷² By the constitution of 1867, the limit of compensation was fixed at \$3,000 once more.⁷³ For a period of time, between 1763 and 1771 and 1779 and 1805, the clerk was allowed additional sums of money, from 2,000 pounds of tobacco to £10 in Spanish dollars, for such services in connection with the administration of county affairs as drawing up warrants for constables and road overseers and assisting at the laying and disposition of the county levy.⁷⁴ Since 1822, the clerk has also been allowed a commission on all public money, such as license fees and fines, collected by him and turned over to the state. In 1822, the commission was fixed at six percent,⁷⁵ but was reduced to five percent in 1874.⁷⁶

"The duties of the clerk were to have custody of the record books and papers, to keep minutes of the court sessions, and to enter the various papers which were brought to be recorded. He also issued writs and warrants to the sheriff for service, and furnished copies of court orders."⁷⁷ According to the terms of the bond given by the clerk, he was required to find, at his own cost, "a supply of good and sufficient record books, necessary for the entering up of all matters and things" relating to his office; to "make or cause to be made and entered, true, legal, and perfect records and entries, according to the truth and nature of the matter or thing requiring to be entered or recorded"; to "look after, sustain, preserve, repair and maintain, all the several books, papers and records"; "to surrender and deliver up . . . to the next person, who shall succeed him . . . all the papers and record books . . . in good order and repair, with the records and entries faithfully, legally and truly made up and entered . . ."⁷⁸

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70. Arch. Md., I, 311, 360; II, 137, 294; VII, 74-76; XXII, 578-579; Laws 1846, ch. 292; 1852, ch. 308, sec. 1; 1856, ch. 341, sec. 6; 1876, ch. 363; 1892, ch. 222; 1920, ch. 443; 1929, ch. 427.
71. Md. Const., 1851, art. X, sec. 1.
72. Laws 1853, ch. 444; 1862, ch. 255; 1865, ch. 157.
73. Md. Const., 1867, art. III, sec. 45; art. XV, sec. 1.
74. Laws 1763, October session, ch. 18; 1766, November session, ch. 1; 1769, ch. 7; 1770, September session, ch. 1; 1779, November session, ch. 25, sec. 16; 1780, October session, ch. 23, sec. 2; and continued by various laws to 1805.
75. Laws 1822, ch. 217, sec. 4.
76. Laws 1874, ch. 231; 1876, ch. 363.
77. Arch. Md., LIII, xxxix; I, 311, 360; II, 137.
78. Laws 1716, ch. 1, sec. 3; 1742, ch. 10, sec. 2.

(Next entry 54, p. 100)

Circuit Court—Clerk
of the Circuit Court

The present code sums up these powers and duties as follows:
"Every clerk shall have the custody of the books and papers pertaining to his office, and shall carefully keep and preserve the same; he shall file all papers delivered to him to be filed, and shall record all judgments, decrees, deeds, and writings which by law are required to be recorded in the office of which he is clerk; he shall give a copy of any paper or record in his office to any person applying for the same, upon being paid the usual fees for transcribing such paper or record . . . he shall make proper entries of all proceedings in the court of which he is clerk . . ."⁷⁹ The clerk is, in short, not only a clerical agent of the court but the county recorder as well.

In addition to his clerical and recording duties, the clerk has definitely become an administrative agent of the court, empowered to perform certain administrative functions. From the very earliest days, he represented the authority of the bench when the court was not in session, and that authority has gradually grown.⁸⁰

Among his other duties, the clerk is required to make a variety of reports to other bodies and officials of state and county government. These include: a report to the comptroller of all money received in fines;⁸¹ a list of all licenses issued;⁸² the financial accounts of his office;⁸³ an annual report to the county commissioners of all transfers, chancery sales and judgments satisfied;⁸⁴ a similar report to the grand jury;⁸⁵ a monthly report of all mortgages recorded, released, and assigned;⁸⁶ a short record of all deeds, mortgages, releases, and leases, to be transmitted to the Commissioner of the Land Office.⁸⁷

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79. P.G.L., 1939, art. 17, sec. 1; Laws 1766, ch. 14, sec. 2; 1817, ch. 119, sec. 1, 2, 8, 9; 1833, ch. 88; 1845, ch. 254; 1900, ch. 126.
80. Arch. Md., LIII, xxviii; Laws 1773, November session, ch. 7, sec. 7; 1822, ch. 131; 1826, ch. 200, sec. 2, 6; 1842, ch. 70; 1852, ch. 173; 1853, ch. 374, 412; 1854, ch. 193; 1860, ch. 132, sec. 1; 1880, ch. 172; 1894, ch. 93.
81. Laws 1777, February session, ch. 13, sec. 4; 1795, November session, ch. 74, sec. 5.
82. Laws 1845, ch. 71; 1853, ch. 66, sec. 3.
83. Laws 1862, ch. 255.
84. Laws 1841, ch. 23, sec. 37; 1845, ch. 203, sec. 7; 1847, ch. 266, sec. 12; 1874, ch. 463, sec. 7; 1900, ch. 48; 1908, ch. 386; 1910, ch. 292; 1912, ch. 633.
85. Laws 1898, ch. 264.
86. Laws 1896, ch. 120, sec. 146E; 1904, ch. 405.
87. Laws 1785, ch. 9, sec. 7; 1806, ch. 90, sec. 7; 1826, ch. 226, sec. 3; 1874, ch. 66; 1900, ch. 427.

Court Records

The duties of the clerk of the court, acting simply as the clerical official of the court, have been broadly outlined by the judges of the court as follows: "(he) shall receive and file papers pertaining to said courts . . . and shall keep substantial dockets, and make all proper entries therein, of papers filed, and of the proceedings of the said courts, as they occur, so that the docket entries shall always show, as near as possible, the real condition and progress of the proceedings."⁸⁸

In addition to the record of the proceedings and to the docket, the clerk is by law required to keep a record of judgments. It is to contain the docket entries "of each civil suit and action legal and equitable, which shall have been ended during the said term by trial, judgment, decree, agreement, non-pros. or abatement." These proceedings must be indexed.⁸⁹ The clerk is also required to keep a record of every execution satisfied or otherwise settled and of all executions under which personal property is seized, together with a copy of the schedules accompanying such execution.⁹⁰ A separate record is to be kept of the proceedings "in every case where the title to real estate has been decided by decree, judgment or award, and in all cases where any lands or tenements have been seized and sold under execution"; when the sale has been made under two or more writs of execution, only the elder of the judgments need be recorded in full; of the others, only a short copy need be entered.⁹¹ A record of the auditor's report of the distribution of the proceeds from the sale of real or personal property and its ratification by the court has been required since 1890.⁹² The clerk is also required to docket appeals from the judgments of the justices of the peace.⁹³

A claims docket, in which all claims in cases of voluntary trusts, or under decrees for the payment of debts, or in any other cases in which creditors might prove their claims were to be recorded, was required in 1886;⁹⁴ in Anne Arundel County, claims were entered in the Equity Docket, entry 65, until 1917 and after 1923. A separate record of all final divorce decrees has been required since 1908.⁹⁵ In 1936, the court for Anne Arundel County adopted a rule providing for the keeping of a Trust Docket, to include a record of reports submitted

88. P.G.L., 1839, art. 16, sec. 155.

89. Laws 1817, ch. 119, sec. 9; 1845, ch. 254, sec. 1; 1849, ch. 505.

90. Laws 1845, ch. 254, sec. 1, 2.

91. Laws 1817, ch. 119, sec. 8; 1882, ch. 163.

92. Laws 1890, ch. 383, sec. 2A.

93. Laws 1852, ch. 239, sec. 3; 1890, ch. 613; 1892, ch. 485; 1894, ch. 358; 1896, ch. 128, sec. 11A; 1906, ch. 475; 1914, ch. 182.

94. Laws 1886, ch. 322; 1914, ch. 241.

95. Laws 1906, ch. 404.

(Next entry 54, p. 100)

Circuit Court -
Court Records

by all trustees. Since 1914, the clerk has been required to register, record, docket, and index all judgments and decrees of the federal courts.⁹⁶

The preservation of the duplicates of the schedule and oath of insolvent debtors were first required in 1774.⁹⁷ The recording of all proceedings in insolvency cases was required in 1805;⁹⁸ in Anne Arundel County, no such record has been found. A separate insolvent record was required in 1880.⁹⁹ Since 1870, a separate record of proceedings in tax sales has been required.¹⁰⁰ The recording of all bonds filed in any case whatsoever was provided by a law of 1902.¹⁰¹ A rule of the circuit court for Anne Arundel County, adopted in 1898, provided that a stat docket be kept.

An index to judgments and decrees of the circuit court was first authorized by law in 1854.¹⁰² In 1935, a new index to all judgments was required by law.¹⁰³ An index to all equity cases was provided for in 1937.¹⁰⁴

Naturalization

When Anne Arundel County was erected, an oath of allegiance and fidelity to the Lord Proprietary was all that was needed to make British subjects residing in Maryland citizens of the province.¹⁰⁵ Other than British subjects were, until 1872, granted letters of denization by the Proprietor.¹⁰⁶ In the course of time, more and more aliens sought naturalization privileges from the Assembly, which granted their petitions by private acts.¹⁰⁷ Governor Lionel Copley, under the terms of a general naturalization act passed in 1692, was also given the right to naturalize aliens.¹⁰⁸ Until 1771, naturalization in the province of Maryland was also accomplished under the general provisions of the English Statutes: fulfillment of residence qualifications and the taking of required oaths were the requisites for citizenship.¹⁰⁹

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96. Laws 1914, ch. 254.
 97. Laws 1774, ch. 28, sec. 1.
 98. Laws 1805, ch. 110, sec. 4, 14.
 99. Laws 1880, ch. 172, sec. 27.
 100. Laws 1870, ch. 312, sec. 63; 1892, ch. 577, sec. 63A.
 101. Laws 1902, ch. 516, sec. 51A.
 102. Laws 1854, ch. 64.
 103. Laws 1935, ch. 488.
 104. Laws 1937, ch. 259.
 105. Bernard C. Steiner, Citizenship and Suffrage in Maryland, p. 6.
 106. Arch. Md., III, 398, 428-443; V, 112, Steiner, op. cit., p. 8.
 107. Steiner, op. cit., pp. 9, 10.
 108. Ibid., pp. 11-12.
 109. Ibid., pp. 12-13.

After the Revolution, it was provided that persons wishing to become naturalized should take an oath of allegiance to the State before the Governor and Council, the General Court or any of its judges, or before any county court.¹¹⁰ The federal government assumed the supervision of naturalization of aliens in 1790. Naturalization powers were, by act of Congress, placed within the jurisdiction of any common law court of record;¹¹¹ naturalization proceedings are therefore to be found in the circuit court record. In 1806, a federal law again bestowed the power to naturalize aliens on the circuit courts of Maryland.¹¹² It required the alien to declare his intention in writing of becoming a citizen of the United States at least two years before his admission to citizenship; not less than two years after such declaration, nor more than seven after, he was required to file a petition for citizenship.¹¹³ Besides, then, the usual court record granting citizenship, the clerk was required to keep duplicates of the declaration of intention, the petition, and the stubs of the naturalization certificates.¹¹⁴

Justices of the Peace

Justices of the peace, since 1814, have not passed on their records to their successors. Whenever they vacate their offices, they are required by law to deliver their dockets and papers to the clerk of the circuit court for the county in which they reside. These records then become a permanent part of the clerk's records.¹¹⁵ The clerk is also required to keep a short record of magistrates' judgments and an index thereto.¹¹⁶ Recognizances taken by justices of the peace from fathers of illegitimate children were also recorded by the clerk.¹¹⁷

Property Records

The most voluminous records in the custody of the clerk of the circuit court of Anne Arundel County are the land records. The recording of conveyances by the clerk or register of the court was first required by law in 1639.¹¹⁸ Since that time, the contents of the

110. Laws 1779, ch. 6.

111. 1 Stat. at L., 103.

112. 34 Stat. at L., 598.

113. Ibid.

114. Ibid.

115. Laws 1814, ch. 82, sec. 1; 1864, ch. 179; 1870, ch. 39.

116. Laws 1835, ch. 201; 1868, ch. 443; 1880, ch. 400; 1890, ch. 402.

117. Laws 1785, November session, ch. 47, sec. 2.

118. Arch. Md., I, 61-62, 407-488; II, 389-392.

land records have by law been broadened to include all deeds, mortgages, bills of sale, and other instruments affecting the title to or any interest in real or personal property.¹¹⁹ In 1829, in Anne Arundel County, real property conveyance and bonds were separated from those of personal property. In 1933, the separation was made legally mandatory.¹²⁰ All deeds, mortgages, and other instruments affecting the title to or any interest in land must now be recorded in volumes titled "Land Record." All bills of sale, chattel mortgages, and other instruments affecting the title to or any interest in personal property must now be recorded in volumes titled "Chattel Records." Since 1920, in Anne Arundel County, the clerk has not been permitted to record any deed conveying real estate, unless the clerk to the county commissioners certified that the property had been transferred to the name of the grantee on the assessment books of the county.¹²¹ To be recorded with the original mortgages since 1856 were the assignments and releases of these mortgages.¹²²

A variety of other instruments relating to property have been recorded among the records of the county. Some of these are: powers of attorney authorizing an agent to convey land and conveyances of estates of inheritance or freehold;¹²³ proceedings of commissions appointed by the court to prove the bounds of any tract of land;¹²⁴ proceedings of commissions to value or divide estates of intestates;¹²⁵ agreements concerning boundaries;¹²⁶ inquisitions relating to the damage, use, seizure, occupation, or condemnation of property by railroads;¹²⁷ and right-of-way agreements made by railroads or turnpike corporations.¹²⁸

Special recording of liens on property in Anne Arundel County was first required in 1842 when the clerk of the court was instructed to keep a book called a "Mechanics Lien Docket" in which he was to record all claims on property arising out of nonpayment for construction work;¹²⁹ judgments against the property in question were also to be noted on this record.¹³⁰ Claims of builders of boats for payment for the construction thereof were to be recorded in a "Boat Lien Docket."¹³¹ A "Stallion or Jackass Lien Docket" in which claims of owners of stallions or jackasses

119. Laws 1715, ch. 47, sec. 8; 1768, ch. 14, sec. 2; 1865, ch. 157.

120. Laws 1933, ch. 343, sec. 59.

121. Laws 1920, ch. 275; 1927, ch. 12.

122. Laws 1856, ch. 154, sec. 116, 119, 120; 1868, ch. 373.

123. Laws 1856, ch. 154, sec. 83.

124. Laws 1723, ch. 8.

125. Laws 1768, ch. 45.

126. Laws 1786, ch. 33, sec. 6.

127. Laws 1802, ch. 657, sec. 67B.

128. Laws 1868, ch. 471, sec. 113.

129. Laws 1842, ch. 147. See also Laws 1838, ch. 205, sec. 3.

130. Laws 1838, ch. 205, sec. 20; 1842, ch. 147.

131. Laws 1856, ch. 294, sec. 1; 1865, ch. 190.

against the mares served, together with the foal resulting from the service" were to be recorded, was required in 1904.¹³² In 1914, the clerk of the court was authorized to file federal tax liens among the judgments and index them.¹³³ Since 1929, these liens have been recorded in a "Federal Tax Lien Index," and the originals preserved.¹³⁴ A "Conditional Contracts of Sales Docket," in which are to be recorded all notes, sales, or contracts, whose title or lien is reserved until the same be paid in whole or in part, or cases where the transfer of title is in anyway made conditional, has been kept since 1916.¹³⁵ The clerk has also been required to keep a record of federal crop mortgages or liens in a book called the "Federal Farm Credit Book";¹³⁶ in Anne Arundel County, the federal crop liens have been recorded with the personal property records. A record of liens which had been reduced to decrees or judgments, in favor of the Anne Arundel County sanitary commission, was kept by the clerk between 1922 and 1931.¹³⁷ Since 1931, the clerk has had custody of a special record of charges due the sanitary commission that had become liens.¹³⁸

Alphabets or indexes to the individual volumes of property records were first required in 1715.¹³⁹ A general index to the land records was first required of the clerk of Anne Arundel County in 1821.¹⁴⁰ In 1833, the clerk of each county was directed to "make a full and complete general index of all deeds, mortgages, bills of sale, short assignments of mortgages, and other conveyances of record" in his office.¹⁴¹ In 1935, new indexes to the land records were provided for by law.¹⁴² Two years later, there was authorized the preparation of new indexes to the land records before 1909, to the chattel records, and to the conditional contracts of sale.¹⁴³

Plats, until 1894, are recorded among the land records. Since 1894, they have been recorded in special plat books with proper indexes.¹⁴⁴ Special legal provision has been made for the recording of plats of resurveys¹⁴⁵ and of right-of-ways in road openings¹⁴⁶ and in

132. Laws 1904, ch. 54, sec. 3A; 1906, ch. 46.

133. Laws 1914, ch. 502.

134. Laws 1929, ch. 466, sec. 9A.

135. Laws 1916, ch. 327, sec. 2B.

136. Laws 1935, ch. 281, sec. 54G.

137. Laws 1922, ch. 345, sec. 8; 1927, ch. 676, sec. 10.

138. Laws 1931, ch. 313, sec. 432.

139. Laws 1715, ch. 47, sec. 8; 1766, ch. 14.

140. Laws 1821, resolution no. 7.

141. Laws 1833, ch. 68, sec. 1; 1935, ch. 141, sec. 61, 62.

142. Laws 1935, ch. 468.

143. Laws 1937, ch. 259.

144. Laws 1922, ch. 311; 1924, ch. 254. The plats from 1894 to 1921 were copied into the special plat books in 1922.

145. Arch. Md., XXII, 491.

146. Laws 1853, ch. 220, sec. 3; 1864, ch. 364.

railroad and turnpike construction.¹⁴⁷ A special plat book of the sanitary districts of the Anne Arundel County sanitary commission was required by law in 1931.¹⁴⁸ Since 1933, plats showing property or right-of-ways to be acquired or conveyed by the State Roads Commission have been filed in a separate book.¹⁴⁹

After the land records of Anne Arundel County were destroyed by fire in 1704, the Assembly authorized the Governor to appoint seven or more commissioners to hear and determine all differences and claims between persons interested in land lying in the county, whose ownership was called into question by the destruction of the records.¹⁵⁰ The commissioners were to hold informal proceedings and make their decision, which was to be final, on the basis of an inquisition of jurors, the testimony of witnesses under oath, or by the examination of the parties interested. The judgments and decisions were to be recorded in books to be deposited with the clerk of the court for Anne Arundel County. In 1723, the justices of the Anne Arundel court were authorized to act according to the intent of this act of 1705 as if the commission had been issued to them.¹⁵¹ When the work was completed, it consisted of five volumes which were generally recognized as authentic records and fully validated by law in 1751.¹⁵²

Since 1716, the judges of the court have been charged with the inspection of the records of their court and have been required to have all the necessary repairs made.¹⁵³ They have been and are now required to pay particular attention to the records and papers relating to lands, tenements, or other real estate, and to see whether the clerk has performed the duties required of him by law, relating to the recording of judgments, decrees, executions, and proceedings, and whether he has entered and transcribed the docket entries as required by law.¹⁵⁴

Corporations

In Maryland, as elsewhere, the first general incorporation acts

147. Laws 1866, ch. 471, sec. 114.

148. Laws 1931, ch. 313, sec. 427.

149. Laws 1933, ch. 456.

150. Laws 1705, ch. 1; 1719, ch. 16.

151. Laws 1723, ch. 20.

152. Laws 1751, ch. 15.

153. Laws 1716, ch. 1; 1817, ch. 119, sec. 7, 9; 1866, ch. 26. A report on the condition of the records of the Anne Arundel county court made in 1736 by the justices of the court is recorded in Arch. Md., XXXIX, 394.

154. Arch. Md., XXXVIII, 192; Laws 1817, ch. 119, sec. 7, 9; 1866, ch. 26.

were enacted for religious organizations. In 1802, the legislature passed the first true general incorporation act for religious bodies. In this act there appeared for the first time the requirement that persons desiring a charter file a certificate with the clerk of the county court, and further provisions for the payment of certain fees and the recording of the document.¹⁵⁵ The act of 1802 was the first in Maryland suggestive of the present incorporation law.

The legislature granted its first business charter in 1783. By that year, it had already been well established that only the legislature could issue charters of incorporation. It was not until 1852 that the first general incorporation acts for business units were passed.¹⁵⁶ The laws were passed in accordance with the new provision of the constitution of 1851 that "corporations may be formed under general laws."¹⁵⁷

Under the general incorporation acts, the recording of charters of incorporation proceeded as follows: when the certificate of incorporation was executed, it was submitted to the judge of the circuit court, who determined its legality, and it was then recorded by the clerk of the court.¹⁵⁸ The manner of recording certificates of incorporation has changed somewhat since then.¹⁵⁹ Today the certificate is first submitted to the State Tax Commission which records it, collects the fees, and then transmits it to the clerk of the circuit court for recordation.¹⁶⁰ The procedure is the same for articles of consolidation or merger, of amendment, dissolution, reduction, or revival, articles supplementary, and stock issuance statements.¹⁶¹

Since 1836, the clerk has also recorded all certificates of limited partnerships.¹⁶² He is also required, at present, to keep a docket styled "Agency Record" in which he records certificates filed in cases of agents and factors so as to disclose the name or names of the real owner or owners of a business and the name, title, or designation under which it is conducted;¹⁶³ this record does not exist in Anne Arundel County.

155. Laws 1802, ch. 111.

156. Laws 1852, ch. 148, 221, 322, 338, 360.

157. Md. Const., 1851, art. III, sec. 47. See also J. G. Blandi, Maryland Business Corporations, 1783-1852, pp. 9-13.

158. Laws 1852, ch. 148, 221, 322, 338, 369; 1858, ch. 471, sec. 19-39.

159. Laws 1888, ch. 454; 1908, ch. 240, sec. 4; 1914, ch. 739, sec. 4; 1916, ch. 596, sec. 4.

160. Laws 1920, ch. 327, sec. 4.

161. Ibid.; Laws 1927, ch. 581; 1931, ch. 460; 1933, ch. 322; 1935, ch. 551; 1937, ch. 504.

162. Laws 1836, ch. 97, sec. 4; 1918, ch. 280, sec. 2.

163. Laws 1922, ch. 381, sec. 18, 19.

Licenses

Professional

Since 1888, the clerk of the circuit court has been required to register in a book all licenses of physicians and surgeons.¹⁶⁴ Midwives were required by a law of 1910 to get licenses to practice from the clerk of the court;¹⁶⁵ since 1924, all midwives have been licensed by the State Board of Health and have been required merely to register with the clerk.¹⁶⁶ Optometrists have been required since 1914 to register their certificates with the clerk of the court in the county where they live.¹⁶⁷ Osteopaths,¹⁶⁸ chiropodists,¹⁶⁹ and chiropractors¹⁷⁰ must register similarly.

Traders' and Miscellaneous

The power to issue licenses to ordinary or innkeepers was first given to the county court in 1678 and the clerk was directed to keep a record of all licenses so issued.¹⁷¹ After the Revolution, the court continued to issue licenses to ordinary keepers.¹⁷² In 1825, the right to grant ordinary licenses was taken from the judges and given to the clerks of the county courts.¹⁷³ During the nineteenth century, as an increasing number of licenses were required for a variety of purposes, the function of issuing licenses passed entirely into the hands of the clerk.¹⁷⁴ In 1862, it was stipulated that "all licenses shall be granted by the clerks of the circuit courts."¹⁷⁵ By the middle of the century, the clerk was granting the following

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164. Laws 1888, ch. 429, sec. 5; 1892, ch. 206, sec. 48; 1902, ch. 312, sec. 49; 1904, ch. 690.
 165. Laws 1910, ch. 722, sec. 55D.
 166. Laws 1924, ch. 284, sec. 73.
 167. Laws 1914, ch. 852, sec. 12.
 168. Laws 1914, ch. 786.
 169. Laws 1916, ch. 173, sec. 1.
 170. Laws 1920, ch. 668, sec. 9.
 171. Arch. H.R., VII, 35-38; XXXVIII, 13, 44; XXII, 518-519; XXVI, 304-309; XXXVI, 503, 549, 552, 560, 597; XXXIX, 288-289; XLII, 130; XLIV, 406-407; Laws 1780, ch. 27.
 172. Laws 1780, March session, ch. 24; 1784, November session, ch. 7, sec. 5, ch. 37, sec. 22; 1787, November session, ch. 38.
 173. Laws 1825, ch. 214, sec. 1, 2; 1827, ch. 117, sec. 3; 1858, ch. 414, sec. 5; 1833, ch. 119.
 174. See Laws 1819, ch. 184, for example.
 175. Laws 1862, ch. 218.

Circuit Court -
Licenses

(Next entry 54, p. 100)

licenses; traders and retailers,¹⁷⁶ female vendors,¹⁷⁷ hawkers and peddlers,¹⁷⁸ billiard tables,¹⁷⁹ stock brokers, exchange brokers, bell brokers, theatrical exhibitions, jackasses, and stud horses.¹⁸⁰ The court also had been authorized to license ferries in 1781, but in the course of time this function was transferred to the county commissioners.¹⁸¹

Since the middle of the century, the clerk has also issued licenses for insurances and real estate brokers,¹⁸² pawn brokers,¹⁸³ merchandise brokers,¹⁸⁴ telegraph, express or transportation companies,¹⁸⁵ auctioneers,¹⁸⁶ grain brokers,¹⁸⁷ and gypsies.¹⁸⁸ Local legislation for Anne Arundel County required licenses for camp meetings held for a period of time longer than one day,¹⁸⁹ and for tobacco merchants.¹⁹⁰

In 1916, a comprehensive law required the licensing of detective agencies, motion picture shows and carnivals, garages, cash register and adding machine companies, typewriter dealers, protective agencies, employment agencies, laundries, junk dealers, trading stamp companies, wholesale farm machine dealers, soda water fountains, livery stables,

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176. Laws 1794, November session, ch. 7, sec. 8, ch. 37, sec. 25; 1827, ch. 117, sec. 1, 2; 1832, ch. 273; 1858, ch. 414, sec. 1, 2; 1880, ch. 349; 1929, ch. 36.
177. Laws 1831, ch. 232; 1868, ch. 414, sec. 3; 1918, ch. 632, sec. 54; 1927, ch. 322.
178. Laws 1788, ch. 27; 1794, November session, ch. 7, sec. 6, ch. 37, sec. 23; 1824, ch. 126; 1840, ch. 154; 1856, ch. 341; 1882, ch. 104; (local) 1894, ch. 443.
179. Laws 1798, November session, ch. 113; 1824, ch. 64, sec. 1; 1826, ch. 218, sec. 1; 1865, ch. 56; 1870, ch. 250; 1892, ch. 525; 1912, ch. 87.
180. Laws 1841, ch. 194, 202; 1842, ch. 257; 1845, ch. 374.
181. Laws 1781, November session, ch. 22; 1784, ch. 83; 1785, ch. 77; 1792, ch. 77; 1793, ch. 74; 1794, ch. 71; 1798, ch. 10, 71. The law was then continued from year to year. See Virgil Maxcy, The Laws of Maryland (1911), I, 434; Clement Dorsey, The General Public Statutory Law and Public Local Law of the State of Maryland (1940), I, 177; P.G.L., 1880, art. 39, sec. 1.
182. Laws 1868, ch. 209, 448.
183. Laws 1874, ch. 253.
184. Laws 1878, ch. 337.
185. Laws 1872, ch. 355; 1874, ch. 570, sec. 10.
186. Laws 1886, ch. 505, sec. 5B; 1888, ch. 10; (local) 1929, ch. 246.
187. Laws 1888, ch. 413.
188. Laws 1904, ch. 485.
189. Laws 1911, ch. 698.
190. Laws 1918, ch. 191, sec. 1.

bowling saloons, storage warehouses, check rooms, cleaning, dyeing and pressing establishments, shoe shining parlors and hat cleaning establishments, restaurants, plumbers and gas fitters, construction firms, nonresident wholesale tobacco dealers, and nonresident wholesale liquor dealers.¹⁹¹ More recently, licenses have been required for chain stores¹⁹² and for owners of music boxes, pinball machines, and cigarette vending machines.¹⁹³

The clerk of the court has not been specifically required to keep a record of licenses issued. He did, however, keep such a record when the licenses were issued by the court; that record may be found in the proceedings of the court. Thereafter, the clerk has kept a record in order to comply with the law requiring him to return semi-annually to the comptroller a list of all licenses issued.¹⁹⁴

Alcoholic Beverages

The regulation of the sale of alcoholic beverages in the province of Maryland was covered in the laws pertaining to the licensing of ordinaries. Between 1764 and 1882, the licensing of dealers in spirituous and fermented liquors was regulated by general law pertaining to ordinaries, eating houses, and traders. Liquor dealers who sold in quantities of a pint and more were, like other traders and retailers, required to apply to the clerk of the court for a license.¹⁹⁵ Licenses to keep ordinaries also included permission to sell liquors and operate oyster or eating houses or beer saloons which sold liquors or beer in quantities less than a pint.¹⁹⁶

In 1882, the sale of spirituous or fermented liquors or intoxicating drinks of any kind was prohibited in Anne Arundel County, except in the city of Annapolis and the first precinct of the fifth election district.¹⁹⁷ In the excepted areas, liquor licenses continued to be issued according to the provisions of the general laws.¹⁹⁸ In later years, the sale of liquor was also prohibited in parts of the first precinct of the fifth election district.¹⁹⁹

When the prohibition was repealed in 1933, only the voters in the

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191. Laws 1916, ch. 704.
 192. Laws 1933, ch. 542.
 193. Laws 1937, special session, ch. 11, sec. 6; 1939, ch. 277, 647.
 194. Laws 1853, ch. 83, sec. 3.
 195. Laws 1764, November session, ch. 7, sec. 7, ch. 37, sec. 24; 1827, ch. 117, sec. 2; 1858, ch. 414, sec. 1-4; 1860, ch. 325, sec. 2-11; 1882, ch. 19.
 196. Laws 1860, ch. 414, sec. 6; 1860, ch. 325, sec. 13.
 197. Laws 1882, ch. 112; 1883, ch. 302, 303.
 198. Laws 1886, ch. 303.
 199. Laws 1890, ch. 457; 1892, ch. 613; 1902, ch. 209, 272.

third and fifth election districts of Anne Arundel County approved the sale of alcoholic beverages containing more than fourteen percent of alcohol.²⁰⁰ A board of license commissioners was set up to pass on all applications for licenses to sell such beverages in these districts and beer and light wines in all districts.²⁰¹ If the board approved an application, it issued its certificate of approval for presentation to the clerk of the court, who then issued the license.²⁰² The clerk was required to keep a record of all licenses issued as well as of revocations, suspensions, and cancellations, with a brief notation of the cause of each action. Such records are open to the public.²⁰³ In the city of Annapolis, the mayor, counselor, and aldermen of the city pass on all applications for licenses in the city and issue the necessary certificate to the clerk of the circuit court.²⁰⁴

Fishing and Hunting

Legislation requiring fishing licenses did not affect residents of Anne Arundel County until 1896. In that year, any resident of Maryland wishing to catch fish in the Chesapeake Bay within the jurisdictional limits of the State, and sell them, was required to get a license from the clerk of the court of the county in which he resided.²⁰⁵ In 1929, all previous local or general laws pertaining to fish and fisheries were repealed²⁰⁶ and new legislation was enacted, which required licenses for fishing by any adult in the non-tidal waters of Maryland,²⁰⁷ fishing for commercial purposes by the use of nets in the waters of Maryland,²⁰⁸ catching crabs for market.²⁰⁹ and packing and shipping crabs.²¹⁰

Tonging licenses have been required since 1865. The law, as it now stands, provides that any resident of the state between the ages of fourteen and sixty-five, desiring to catch oysters with rakes or tongs, in any of the waters of the state and offer them for sale, must obtain a license from the clerk of the circuit court in the county in which he

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200. Laws 1933, special session, ch. 84; Alcoholic Beverages Laws State of Maryland, p. 70.
201. Laws 1933, special session ch. 84.
202. Laws 1933, special session, ch. 2, sec. 6.
203. Ibid., sec. 16.
204. Ibid., sec. 45.
205. Laws 1896, ch. 441, sec. 90; 1912, ch. 690.
206. Laws 1929, ch. 471, sec. 5.
207. Ibid., sec. 69; 1931, ch. 442, sec. 76.
208. Laws 1929, ch. 471, sec. 52.
209. Laws 1916, ch. 544; 1929, ch. 471, sec. 86; 1933, ch. 262.
210. Laws 1929, ch. 471, sec. 87.

resides.²¹¹

Hunting licenses in Anne Arundel County were first required in 1876. In that year, the clerk was authorized to issue licenses to hunters wishing to shoot wild fowl from sink-boxes.²¹² Local legislation also required licenses for the erection of duck blinds²¹³ and for all non-residents of Anne Arundel County who hunted partridges, woodcock, or rabbits.²¹⁴ These local laws and all resident and non-resident hunting license laws were repealed in 1918, when state-wide hunting licenses were first required.²¹⁵

Vital Statistics

As early as 1654, it was provided that the clerk of every county court keep a "just register" of births, marriages, and burials.²¹⁶ In some of the counties, these records were carefully kept; in others, not at all.²¹⁷

Among the first duties assigned to the clerks of the county courts of Maryland after the adoption of the new constitution in 1776, was the issuance of marriage licenses.²¹⁸ At present, the clerk is required to keep a well-bound book with a full record of marriage licenses issued and the ministers' returns, properly indexed.²¹⁹ To be included in this record were the marriages of colored people performed before March 22, 1867, of which sufficient proof had been tendered before a justice of the peace.²²⁰ Since 1912, clerks have been required to record in a

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211. Laws 1865, ch. 181, sec. 7; 1867, ch. 184, sec. 6; 1868, ch. 406, sec. 7; 1870, ch. 364, sec. 7; 1872, ch. 167, sec. 7; 1874, ch. 181, sec. 17; 1880, ch. 198, sec. 17; 1884, ch. 518, sec. 18; 1886, ch. 296, sec. 17; 1894, ch. 380, sec. 1; 1900, ch. 380; 1910, ch. 413, sec. 1; 1920, ch. 680; 1927, ch. 463, sec. 1; 1933, ch. 515; (local) 1892, ch. 697; 1894, ch. 430.
212. Laws 1876, ch. 78, sec. 4.
213. Laws 1882, ch. 400; 1886, ch. 366.
214. Laws 1886, ch. 190.
215. Laws 1918, ch. 468, sec. 4, 67; 1920, ch. 720, sec. 6, 7; 1922, ch. 549, sec. 67; 1927, ch. 568, sec. 14; 1933, ch. 130, sec. 14; 1937, ch. 110.
216. Arch. Md., I, 345, 373; VII, 76; XIII, 529.
217. Arch. Md., LIII, xxxvii.
218. Laws 1777, ch. 12, sec. 3; 1797, November session, ch. 38.
219. Laws 1865, ch. 130; 1866, ch. 102; 1882, ch. 357; 1886, ch. 497.
220. Laws 1867, ch. 423.

"Foreign Marriage Record Book" all marriages of citizens of Maryland performed outside the state;²²¹ no such record has been found.

In 1865, the clerk was also required to keep a record of births and deaths.²²² In Anne Arundel County, the record of births was kept until 1877; that of deaths, until 1880.

Voters and Elections

Various phases of the registration of voters and the conduct of elections are made matters of record by the clerk of the court. Since 1902, all persons coming into the state of Maryland and wishing to vote have been required to file with the clerk a notice of their intentions to become citizens and residents of the state, at least one year before the election.²²³ In 1890, it was provided, that a citizen, who was leaving the state, had to file an affidavit with the clerk signifying his intention to return six months before the next election, if he did not wish to lose his voting privilege.²²⁴

All election returns must be filed with the clerk of the court in the county where the election took place.²²⁵ The same is true of the sealed ballot boxes.²²⁶ The clerk must also record the results of all elections as returned by the board of canvassers.²²⁷

Within thirty days after each regular or primary election, every candidate for office must file a statement of expenses and contributions with the clerk of the court.²²⁸ Within twenty days after each regular or primary election, every political agent must file a statement of contributions and expenses with the clerk.²²⁹ Notices of the appointment of all political agents must also be filed with the clerk.²³⁰

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- 221. Laws 1912, ch. 69.
 - 222. Laws 1865, ch. 130.
 - 223. Laws 1902, ch. 133, sec. 25B.
 - 224. Laws 1890, ch. 573, sec. 14; 1901, ch. 2, sec. 25A; 1908, ch. 285.
 - 225. Laws 1790, November session, ch. 16, sec. 9; 1799, ch. 50, sec. 15; 1805, ch. 97, sec. 18; 1852, ch. 183, sec. 4; 1860, ch. 10, sec. 30, 38; 1874, ch. 229; 1896, ch. 202, sec. 68; 1906, ch. 544, sec. 73; 1937, ch. 95, sec. 83.
 - 226. Laws 1896, ch. 202, sec. 71; 1906, ch. 544, sec. 76; 1916, ch. 116.
 - 227. Laws 1896, ch. 202, sec. 76.
 - 228. Laws 1908, ch. 122; 1910, ch. 427; 1912, ch. 228, sec. 168.
 - 229. Laws 1908, ch. 122; 1912, ch. 228, sec. 167.
 - 230. Laws 1908, ch. 122.

(Next entry 54, p. 100)

Circuit Court - Public
Officials; Slavery

Public Officials

The clerk of the court records all civil commissions of county officials that must be sent to him by the Secretary of State.²³¹ By law, only those of the justices of the peace²³² and the judges of the court²³³ must be deposited and preserved among the clerk's records.

Oaths of office were required of all civil officers, whether elected or appointed, in 1777.²³⁴ A permanent court record of these oaths was required, however, only in the cases of the judges of the circuit court,²³⁵ justices of the peace,²³⁶ sheriffs,²³⁷ and the commissioners of primary schools.²³⁸ Since 1852, the clerk has been required to preserve the signed oaths of all "officers elected to any office of trust or profit under the constitution and laws of Maryland" in a Test Book to be kept by him.²³⁹ In 1896, the clerk was specifically required to record the oaths of the supervisors of elections and of the board of canvassors.²⁴⁰

The recording of the surety bonds of county officials has also been the duty of the clerk of the court. Since 1716, his own bond has been preserved among the records of the court.²⁴¹ He also has been required to record the bonds of tax collectors,²⁴² sheriffs,²⁴³ coroners,²⁴⁴ and constables.²⁴⁵ In 1902, the clerk was required to record all bonds of any kind, whether court or official, in a separate book or books which must be indexed.²⁴⁶

Slavery

The recording of all deeds of manumission was first provided for

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- 231. Laws 1805, ch. 65, sec. 50; 1843, ch. 284, sec. 1.
 - 232. Laws 1814, ch. 82, sec. 2.
 - 233. Laws 1836, ch. 275, sec. 4.
 - 234. Laws 1777, ch. 5.
 - 235. *Ibid.*, sec. 2; 1805, ch. 65, sec. 3.
 - 236. Laws 1814, ch. 82, sec. 2; 1835, ch. 397, sec. 2.
 - 237. Laws 1797, ch. 87, sec. 2.
 - 238. Laws 1825, ch. 162, sec. 4.
 - 239. Laws 1852, ch. 172, sec. 1.
 - 240. Laws 1896, ch. 202, sec. 3, 74.
 - 241. Laws 1716, ch. 1, sec. 6; 1823, ch. 195, sec. 1; 1840, ch. 52; 1916, ch. 323.
 - 242. Laws 1794, ch. 53, sec. 2; 1865, ch. 155, sec. 35; 1868, ch. 366, sec. 35; 1874, ch. 483, sec. 32.
 - 243. Laws 1794, ch. 53, sec. 8.
 - 244. Laws 1797, ch. 95, sec. 1; 1824, ch. 145, sec. 1.
 - 245. Laws 1809, ch. 117, sec. 2, 3; 1835, ch. 201, sec. 16, ch. 342; 1854, ch. 148.
 - 246. Laws 1902, ch. 516, sec. 51A.

in 1752,²⁴⁷ and until 1796, most of these deeds are to be found in the Land Record, entry 114. In 1796, a new law was passed regulating the manumission of slaves; it provided that the clerk of the county should "well and truly enroll such deed or instrument [of manumission] in a good and sufficient book, in folio."²⁴⁸ Lists of slaves who were brought into the state were deposited with the clerk for recording after 1796.²⁴⁹ Certificates of freedom were issued and recorded by the clerk after 1805.²⁵⁰ Other slavery records kept by or deposited with the clerk were: bills of sale of slaves entitled to their freedom under certain conditions;²⁵¹ lists of Negroes leaving the state who had been given certificates of freedom;²⁵² contracts between slaves and their masters for the purchase of freedom;²⁵³ a record of the ownership of slaves in the county as of 1864.²⁵⁴

Miscellaneous

Since 1882, companies using returnable containers with trade-marks have been able to register such trade-marks with the clerk, who was required to record the descriptions in a separate book.²⁵⁵ From 1650 on, owners of cattle could register any identifying marks among the records of the county court.²⁵⁶ Persons finding stray horses could use them provided they had a description of the stray recorded by the clerk.²⁵⁷ After 1704, every captain of a vessel was to post notices of the rates at which he would transport tobacco to England; such notices were to be recorded by the clerk of the county court.²⁵⁸

Since 1892, owners of stallions or jackasses have been required to file with the clerk a statement giving the name, age, pedigree, record, description, terms and conditions on which the stallion or jackass would serve.²⁵⁹

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247. Laws 1752, ch. 1.
 248. Laws 1796, ch. 67, sec. 29; 1810, ch. 15, sec. 1.
 249. Laws 1796, ch. 67, sec. 8, C, 11.
 250. Laws 1805, ch. 66, sec. 2; 1807, ch. 164, sec. 2.
 251. Laws 1817, ch. 112, sec. 3.
 252. Laws 1824, ch. 85, sec. 2.
 253. Laws 1832, ch. 296.
 254. Laws 1867, ch. 189.
 255. Laws 1882, ch. 491, sec. 1, 2; 1892, ch. 262; 1902, ch. 245; 1906, ch. 47; 1916, ch. 528, sec. 331, 332; 1929, ch. 327, sec. 368.
 256. Arch. Md., I, 295.
 257. Laws 1750, ch. 25.
 258. Arch. Md., XXVI, 345.
 259. Laws 1892, ch. 419, sec. 1; 1908, ch. 46.

Finances

Every clerk has usually kept, in order to make an annual return to the comptroller, a full and accurate account of all his fees, emoluments, and receipts, including fines and forfeitures, and of all expenses incident to his office.²⁶⁰

Most of the records of the clerk are kept in his office and in an adjoining record room. Many obsolete records may be found in the clerk's basement vault, in the attic behind the courtroom gallery, and in the Hall of Records.

For lists of the individual volumes of colonial records of Anne Arundel County, see Appendix A.

Court Records

Civil and Criminal Proceedings

54. MINUTES OF COURT PROCEEDINGS, 1702-22, 1734-73, 1783-89, 1791-92, 1810-45, 1851-64, 1867-81, 1886--., 94 vols. (86 vols. dated; 80 vols. also numbered 9-12, 1-33, 35-40, 43, 45, 50, 53-86; 71 vols. also numbered under liber of clerk; 76 vols. also labeled J.J.H. Com.). Title varies: Judgments, 63 vols., 1702-22, 1734-73, 1810-29; Record Book, 2 vols., 1851-64; Record Book Minutes of Court, 1 vol., 1875-81. 1 vol., 1894-98, subtitled Naturalization. 4 vols., 1832-33, 1839-45, 1867-70, not titled.

Record of proceedings of the circuit court, sitting as a court of justice 1702--and as the county administrative body 1702-94, including civil and criminal trials and appeals, appointment of court officials, impaneling of juries, giving court term, names of judges and court officials, names of grand and petit jurors, names of deft., plf., jurors and witnesses, nature of case, and verdict or judgment. Contains: Naturalization Proceedings, 1790-1899, entry 105. Arr. chron. by date of session. 11 vols., 1702-12, 1734-38, 1765-70, 1772-73, 1894-98, indexed alph. by name of person involved; also separate index 1702-4, entry 109. Hdw. Aver. 500 pp. 12 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1, 10 x 14 x 3 $\frac{1}{2}$. 75 vols., 1702-22, 1734-73, 1783-89, 1791-92, 1810-31, Hall of Records; 16 vols., 1832-45, 1851-64, 1867-81, 1886-1930, basement vault; 2 vols., November 1930-October 1939, record rm; 1 vol., November 1939--., clerk's office.

For rough minutes of court proceedings, 1725-1854, see entry 929.

55. (COURT PAPERS), 1840--. Est. 65,000 papers in 76 f.b., 213 f.d. (dated).

Original papers in all proceedings of the circuit court. Arr. chron. by

260. Laws 1853, ch. 444, sec. 2, 3; 1862, ch. 265; 1922, ch. 275; Md. Const., 1867, art. XV, sec. 1.

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date of filing. Hdw.; hdw. on ptd. form; typed; typed on ptd. form.
F. b. 11 x 5 x 24 $\frac{1}{2}$; f. d. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. 76 f. b., 1840-1921, basement
vault; 213 f. d., 1922-- , record rm.

56. (RULES OF COURT), 1851-1914. 1 vol.

Record of rules of court established by the circuit court. Arr. chron.
by date of rule. Hdw. 400 pp. (100 used) 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1. Record rm.

57. DOCKET, 1809-- . 265 vols. (113 vols. dated by court term;
93 vols. also labeled by liber of clerk).

Record of proceedings in civil cases, giving case no., names of attor-
neys, plf. and def., proceedings in the case, and itemized statement
of costs. Contains: Criminal Docket, 1809-1934, entry 62. Arr. numer.
by case no. within type of procedure. Indexed alph. by name of def.
Hdw. Aver. 500 pp. 16 x 11 x 2, 18 x 12 x 3. 203 vols., 1809-1910,
Hall of Records; 29 vols., 1911-23, basement vault; 29 vols., 1924-April
1938, record rm.; 4 vols., October 1938-- , clerk's office.

58. DORMANT DOCKET, 1898-- 3 vol. (dated and labeled by liber
of clerk). Title varies: Stet Docket, 1 vol., 1898-1938.

Record of statted and dormant cases, started by order of the court on
May 6, 1898, giving court term, names of attorneys, plf. and def.,
case no., and proceedings in the case. Arr. numer. by case no. 1 vol.,
1898-1938, indexed alph. by name of def. Hdw. Aver. 450 pp. 18 $\frac{1}{2}$ x
13 x 2 $\frac{1}{2}$. 2 vols., 1898-1939, record rm.; 1 vol., 1940, clerk's office.

59. REFERENCE DOCKET, 1898-1904. 1 vol. (dated; G.W.).

Docket of cases continued from previous terms of court, giving case no.,
date, names of plf., def. and attorneys, appeals, date of continuance,
and final disposition. Arr. numer. by case no. within term of court.
Indexed alph. by name of def. Hdw. 425 pp. (10 used) 16 x 11 x 1 $\frac{1}{2}$.
Hall of Records.

60. CIRCUIT COURT CIVIL DOCKET, 1866-70, 1876-80, 1883-85, 1889-
1901, 1903-4, 1916-37. 67 vols. (dated by court term; 4 vols.
also labeled by name of judge). Title varies: Civil Docket
for Court, 60 vols., 1876, 1880, 1883-85, 1889-1901, 1903-4,
1916-36. 4 vols., 1866-70, 1877-79, not titled.

Record of proceedings in civil cases, for the use of the judge, giving
case no., names of attorneys, plf. and def., proceedings in the case,
amount of judgment, and costs. Arr. numer. by case no. within type of
procedure. Hdw. Aver. 275 pp. 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1. 49 vols., 1866-67, 1877-
79, 1916-37, attic; 18 vols., 1868-70, 1876, 1880, 1883-85, 1889-1901,
1903-4, Hall of Records.

61. CIVIL DOCKET FOR STATES ATTORNEY, 1892-94, 1897-98, 1903-5.
3 vols. (2 vols. dated by court term).

Record of the proceedings in civil cases, for the use of the state's
attorney, giving case no., names of attorneys, plf. and def., proceed-
ings in the case, amount of judgment, and costs. Arr. numer. by case
no. within type of procedure. 2 vols., 1892-94, 1903-5, indexed alph.
by names of def. within type of procedure. Hdw. Aver. 375 pp. 14 x
9 x 1. Hall of Records.

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62. CRIMINAL DOCKET, 1934--. 4 vols. (dated by court term; 3 vols. also labeled by liber of clerk). 1809-1934 in Docket, entry 57.
Record of proceedings in criminal cases, giving name of attorney, date, case no., name of deft., proceedings in the case, verdict, and sentence. Arr. numer. by case no. within court term. Indexed alph. by name of deft. Hdw. Aver. 500 pp. $18\frac{1}{2} \times 13 \times 2\frac{1}{2}$. Record rm.
63. CRIMINAL DOCKET, 1924-37. 17 vols. (labeled by court term). Record of criminal proceedings in circuit court, transcribed in Docket, entry 57, and Criminal Docket, entry 62. Arr. numer. by case no. within court term. Hdw. Aver. 200 pp. $13\frac{1}{2} \times 8\frac{1}{2} \times \frac{1}{2}$. Attic.
64. CRIMINAL DOCKET FOR COURT, 1893-1906. 6 vols. (dated; labeled by court term).
Record of proceedings in criminal cases, for the use of the judge, giving name of attorney, date, name of deft., proceedings in the case, verdict, and sentence. Arr. numer. by case no. within type of procedure. 5 vols., 1895-1905, indexed alph. by name of deft. within type of procedure. Hdw. Aver. 350 pp. $14 \times 8\frac{1}{2} \times 1\frac{1}{2}$. Hall of Records.
65. INDEX TO CRIMINAL CASES, 1894--. 2 vols. (numbered and labeled by liber of clerk; 1 vol. also dated). 1 vol., 1894-1931, not titled.
Index to and brief record of criminal trials, arr. alph. by name of deft., giving offense, docket no., court term, folio, and disposition of case. Hdw. under ptd. head. 300 pp. $17 \times 15 \times 1\frac{1}{2}$. Clerk's office.
66. CRIMINAL APPEARANCES, 1925--. 1 vol. (1904 to, No. 1, W.M.B., F.S.R.).
Docket of criminal appearances for trial, giving names of attorneys and deft., case no., date, and proceedings in the case. Arr. numer. by case no. within court term. Indexed alph. by name of deft. Hdw. 256 pp. $19 \times 13 \times 2$. Record rm.
67. CRIMINAL CONTINUANCES, 1925--. 1 vol. (1904 to, No. 1, W.M.B., F.S.R.).
Docket of continuances in criminal cases, giving court term, names of attorney and deft., date, case no., and proceedings in the case. Arr. numer. by case no. within court term. Indexed alph. by name of deft. Hdw. 256 pp. $19 \times 13 \times 2$. Record rm.
68. PAROLE DOCKET, 1935--. 1 vol. (F.A.M., J.H.H. No. 1).
Record of criminals freed on parole bond, giving case no., name of traverser, nature of crime, name of recognizer, date, amount of bond, period of parole, condition of parole, and property pledged. Arr. numer. by case no. Indexed alph. by name of traverser. Hdw. under ptd. head. 300 pp. $18 \times 16 \times 2$. Record rm.
69. MISCELLANEOUS DOCKET PETITIONS & ETC., 1890--. 4 vols. (dated; 3 vols. also labeled by liber of clerk and numbered)
Record of proceedings in miscellaneous court cases, including registration appeals, habeas corpus, mandamus and lunacy cases, commitments of

habitual drunkards and insane paupers, and remonstrances, giving date, names of attorneys, docket no., names of plf. and def., dates and nature of proceedings, decision, and costs. Arr. numer. by case no. with in type of case and court term. Indexed alph. by names of plf. and def. direct and reverse. Hdw. Aver. 400 pp. $16\frac{1}{2} \times 11\frac{1}{2} \times 2$, $18\frac{1}{2} \times 12\frac{1}{2} \times 2\frac{1}{2}$. 2 vols., 1890-1911, basement vault; 2 vols., 1912--., record rm.

70. MANDAMUS PETITIONS & HABEAS CORPUS, 1837--. Est. 4,000 papers in 22 f.d. (dated). Title varies: Miscellaneous, 4 f. d., 1837-1930; Appeal and Registration Cases, 1 f.d., 1870-99; Habitual Drinkers, Insane Paupers, Lunacy, 1 f. d., 1890-1913; Habeas Corpus, 3 f.d., 1890-1934; Mandamus, 4 f.d., 1866-1920; Registration Appeals, 1 f.d., 1926-30; Petitions, 6 f.d., 1934--.

Original papers in miscellaneous proceedings recorded in Miscellaneous Docket and Petitions, entry 69, including habeas corpus and mandamus cases, registration appeals, and commitment of habitual drunkards, insane paupers, and lunatics. Arr. chron. by date filed. Hdw. and typed. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

71. CASES IN BASTARDY, 1925-33. 6 papers in 1 f.d. Papers in proceedings in bastardy cases, including sworn statements of mothers and bonds executed by fathers. No orderly arrangement. Typed; typed on ptd. form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

72. INQUISITIONS JUDGMENT RECORDS, 1866--. 1 vol. (dated).
Last entry 1927.

Record of proceedings in land condemnation cases, giving application, warrant to sheriff, inquisition, sheriff's return, exceptions to the verdict, courses, distances and plats, and order of confirmation by the court. Arr. chron. by court term. Indexed alph. by names of plf. and def., direct and reverse. Hdw. 500 pp. $16 \times 11 \times 2\frac{1}{2}$. Record rm.

73. INQUISITIONS, 1862--. Est. 50 papers in 1 f.d. Last entry 1924.

Original papers in proceedings in land condemnation cases, recorded in Inquisitions Judgment Records, entry 72. Arr. chron. by date of filing. Hdw. and typed. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

74. GENERAL INDEX TO JUDGMENTS AND MECHANICS LIENS, 1924--.
3 vols. (dated; also lettered A-K; L-Z; A-Z).

Cott Universal Index to court judgments and justice of the peace judgments, entry 110, arr. alph. by name of def., giving name of plf., docket, term, folio, docket no., folio no., date and amount of judgment, and if satisfied. Contains: Index to Mechanics Liens, 1931--., entry 128. Typed under ptd. head. 300 pp. $18\frac{1}{2} \times 15\frac{1}{2} \times 2\frac{1}{2}$. Record rm.

75. CURRENT JUDGMENT INDEX, 1842-1936. 8 vols. (7 vols. dated; 2 vols. also labeled G.W.). Title varies: Judgment Index, 7 vols., 1842-1929.

Record of judgments rendered in the circuit court, giving names of def.

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and plf., docket no., folio no., docket, court term, amount of judgment, date of judgment, plaintiff's costs, defendant's costs, if satisfied, and remarks. Arr. alph. by name of deft. within court term. Hdw. 1842-84; hdw. under ptd. head 1885-1936. Aver. 400 pp. 17 x 16 x 2, 17 x 22 x 2. Basement vault.

76. SUPERSIDEAS, 1813-21. 1 vol.

Record of supersedeas under an act for the stay of execution 1813, 1814, giving date, names of plf. and deft., amount of confessed judgment and costs, date interest begins, list of goods and chattels levied on to be sold if terms are not complied with, test by clerk of court, and date of recording. Arr. chron. by date of recording. Hdw. 450 pp. 13 x 8 x 1 $\frac{1}{2}$. Hall of Records.

77. RECORD BOOK SHERIFF'S LAND SALES, 1867--. 3 vols. (labeled by liber of clerk and numbered; 1 vol. also dated).

Full record of proceedings in the sale of land and other property in judicials by the sheriff, giving names of attorneys, sheriff, plf. and deft., copy of narrative, amount of judgment and claims, date fieri facias issued, description of land and property levied on, notice of sale, costs of advertising and auction, name of purchaser, purchase price, publisher's certificate, and date of recording. Arr. chron. by date of recording. Indexed alph. by name of deft. Hdw. Aver. 500 pp. 16 x 12 x 1 $\frac{1}{2}$, 17 x 12 x 2 $\frac{1}{2}$. Record rm.

78. SHERIFF'S LAND SALES, 1926--. Est. 75 papers in 1 f.d.

Original papers in proceedings in the sale of land and other property by the sheriff, recorded in Record Book Sheriff's Land Sales, entry 77. Arr. chron. by date of filing. Hdw.; hdw. on ptd. form; typed. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record rm.

79. RECORD OF CONSTABLES' SALES, 1874-75. 1 vol.

Record of sales of property by constables in the execution of judgments of justices of the peace, giving names of plf. and deft., date, description of property, publisher's certificate of advertisement of the sale, and order of court authorizing sale. Arr. chron. by date of recording. Hdw. 432 pp. (7 used) 14 x 9 x 1 $\frac{1}{2}$. Basement vault.

80. DOCKET OF TAX SALES, 1889--. 6 vols. (numbered 1, 1-5, and labeled by liber of clerk).

Brief record of tax sales, giving docket no., date, name of delinquent taxpayer, proceedings in the sale, clerk's costs, and vol. and folio of Tax Sales Record in which recorded. Arr. numer. by docket no. Indexed alph. by name of delinquent taxpayer. Hdw. Aver. 500 pp. 18 x 12 x 3. Record rm.

81. TAX SALES RECORD, 1871-76, 1889--. 31 vols. (30 vols. numbered 1-4, 1-26 under liber of clerks). Title varies: Tax Collectors Sales, 1 vol., 1871-76.

Full record of proceedings in tax sales, including treasurer's report citing taxpayer's delinquency, the execution of legally required measures of notification, report of the sale, certificate of publication,

order nisi, final order of ratification, and order of court to record the proceedings. Arr. chron. by date of ratification. 6 vols., 1871-76, 1889-October 1922, indexed alph. by name of delinquent taxpayer. Hdw. 1871-76, 1889-1906; hdw. on ptd. form 1907-September 1932; typed on ptd. form October 1932--. Aver. 500 pp. 14 x 6 x 2, 18 $\frac{1}{2}$ x 12 x 2 $\frac{1}{2}$. 30 vols., 1871-76, 1889-1938, basement vault; 1 vol., 1939--., clerk's office.

82. (LAND COMMISSIONS), 1721-24. 2 vols. 1716-17 in Land Record, entry 114.

Record of proceedings of commissioners appointed to establish the boundaries of tracts of land, giving name of petitioner, date, description of land, names of commissioners, terms of commission, qualification of commissioners, commissioners' return, depositions of witnesses, signature of clerk of court, and date of recording. Arr. chron. by date of recording. Indexed alph. by name of petitioner. Hdw. Aver. 550 pp. 13 x 8 $\frac{1}{2}$ x 2 $\frac{1}{2}$. Hall of Records.

83. GUARDIANS FOR INFANTS, 1791-1805, 1810-29. 2 vols. (J.J.H. Cop.; W.S.G. No. 1). Title varies: Land Commis., 1 vol., 1810-29.

Record of petitions by and for heirs to determine valuations in the division of real estate of deceased persons, giving names of petitioners and commissioners appointed by court, report of appraised value, courses and distances of the divisions agreed upon, name of surveyor, and final ratification by the court. Arr. chron. by date of recording. Separate index, 1791-1805, entry 189. Hdw. Aver. 500 pp. 12 x 8 x 1 $\frac{1}{2}$, 15 x 9 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Hall of Records.

84. RECEIPTS OF PROCESS, 1912--. Est. 800 papers in 1 f.d. Certificates from clerks of other counties, showing receipt of process served in those counties, returnable in Anne Arundel County, giving names of plf. and def., case no., court term, nature of process, person served, date returnable, date issued, signature of the clerk of Anne Arundel County, date of receipt of process, and signature of the clerk of the other county. Arr. chron. by date filed. Hdw. on ptd. form; typed on ptd. form. 10 x 5 x 13. Record rm.

Equity Proceedings

85. EQUITY DOCKET, 1852--. 10 vols. (numbered 1-10 and labeled by liber of clerk).

Brief record of proceedings in equity, giving case no., names of attorneys, date, names of plf. and def., proceedings in the case, and itemized list of costs. Contains: Divorce Docket, 1852-1912, entry 95. Arr. numer. by case no. 9 vols., 1874--., indexed alph. by names of plf. and def., direct and reverse. Also separate index, entry 86. Hdw. Aver. 575 pp. 17 x 12 x 3. 7 vols., 1852-1930, record rm.; 3 vols., 1931--., clerk's office.

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86. INDEX TO EQUITY DOCKETS, 1852--. 5 vols. (dated and labeled by letter of alphabet contained).

Cott Universal index, arr. alph. by names of plf. and def., direct and reverse, giving docket and folio nos., year, and case no. Typed under ptd. head 1852-June 30, 1937; hdw. under ptd. head July 1, 1937--. Aver. 500 pp. $18\frac{1}{2}$ x $15\frac{1}{2}$ x $2\frac{1}{2}$. Record rm.

87. EQUITY DOCKET OF CASES REMOVED FROM HIGH COURT OF CHANCERY, 1854-66. 1 vol. (March 28, 1854).

Record of proceedings in equity cases for Anne Arundel County begun in the High Court of Chancery, unfinished when this court was abolished in 1851, and removed to the circuit court of Anne Arundel County, giving court term and docket entries as furnished by the Register in Chancery. Arr. chron. by court term. Indexed alph. by names of plf. and def., direct and reverse. Hdw. 180 pp. 17 x 11 x 1 . Basement vault.

88. EQUITY RECORD, 1852--. 143 vols. (labeled by liber of clerk and numbered; 23 vols. also dated).

Full record of proceedings of the circuit court sitting as a court of equity, giving bill of complaint, subpoenas and other process, decrees pro confesso, answers, pleas, demurrers, and final decree. Contains: Chancery Record Divorce Decrees, December 1852-March 1908, entry 96; Foreclosures, 1852--, entry 89. Arr. chron. by court term. Hdw. 1852-1939; typed 1939--. Aver. 500 pp. 19 x 13 x $2\frac{1}{2}$. Record rm.

89. (FORECLOSURES), 1852--. In Equity Record, entry 88.

Copies of papers in sales of land under foreclosures of mortgages, giving names of plf. and def., copy of mortgage describing land, amount of mortgage, name of assignee, report of sale, amount of sale less fees and costs, balance for mortgagor, certificate of publisher, order nisi, final order of ratification, and statement of mortgage claim, affidavit and exhibits.

90. (EQUITY PAPERS), 1852--. 8,499 cases (in 500 f.d., 6 f.b. (numbered by no. of cases contained)).

Original papers and exhibits in equity proceedings, recorded in Equity Record, entry 88. Contains: Divorce Proceedings, 1852-1912, entry 97. Arr. chron. by date of filing within case no. Hdw., hdw. on ptd. form 1852-1900; hdw., typed on ptd. form 1901--. F.d. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$; f.b. 11 x 5 x $24\frac{1}{2}$. 6 f.b., 1860-1925, basement vault; 500 f.d., 1852--, record rm.

91. PAPERS FROM OLD CHANCERY COURT, 1795-1874. Est. 1,600 papers in 5 f.d. Title varies: Chancery Papers, 1 f.d., 1795-1874.

Original papers and exhibits in equity cases, recorded in Equity Docket of Cases Removed From High Court of Chancery, entry 87. No orderly arrangement. Hdw.; hdw. on ptd. form. 10 x 5 x $13\frac{1}{2}$. Record rm.

92. TRUST DOCKET, 1936--. 1 vol. (No. 1, From Jan. 1, 1936 to, F.A.M., J.H.H.).

Record of proceedings in equity cases where trustees have been appointed,

giving name of case, case no., vol. and folio of Equity Docket, entry 85, date of report, names of trustees and sureties, and report of auditor. Arr. chron. by date of report. Indexed alph. by name of estate. Edw. under ptd. head. 400 pp. 19 x 13 x 3. Record rm.

93. TRUSTEES BONDS, &C., 1891--. 10 vols. (numbered and labeled by liber of clerk; 1 vol. misdated 1873 to 187-).

Copies of bonds of trustees in equity proceedings, giving name of case, equity no., name of principal and surety, amount of bond, date of bond, nature of trusteeship, conditions of the bond, signatures of principal and surety, date of filing, approval and recording. Arr. chron. by date of filing. Indexed alph. by name of principal. Hdw. Aver. 500 pp. 16 x 11 x 2. 3 vols., 1891-January 1915, basement vault; 7 vols., February 1915--., record rm.

94. CLAIMS DOCKET, 1917-23. 1 vol. (1916 to, G.W. No. 1, W.M.B. No. 1).

Record of claims against estates in equity cases, giving names of plf. and deft., equity no., name of receiver or trustee, date claim filed, names of claimants, no. of claim, character of claim, amount of claim, and where recorded. Arr. numer. by no. of claim within estate. Indexed alph by names of plf. and deft., direct and reverse. Hdw. under ptd. head. 304 pp. 16 x 12 x 2. Record rm.

95. DIVORCE DOCKET, 1913--. 3 vols. (dated and lettered A-C). Title varies: Equity Docket Divorces, 2 vols., 1913-September 1937. 1852-1912 in Equity Docket, entry 85.

Record of divorce proceedings, giving names of attorneys, date, case no., names of plf. and deft., proceedings in the case, papers filed, date of decree, list of fees and costs, date recorded, and where recorded. Arr. numer. by case no. within court term. Indexed alph. by names of husband and wife, direct and reverse. Hdw. Aver. 400 pp. 18 x 13 x 3. 2 vols., 1913-September 1937, record rm.; 1 vol., October 1937--., clerk's office. For records of marriages, see entries 163-165.

96. CHANCERY RECORD DIVORCE DECREES, 1908--. 3 vols. (dated, labeled by liber of clerk, and numbered). 1852-March 1908 in Equity Record, entry 88.

Copies of decrees in divorce proceedings, giving names of complainant and respondent, equity case no., date of decree, terms of decree, costs charged to whom, and signature of judge. No orderly arrangement. Indexed alph. by names of husband and wife, direct and reverse. Hdw. on ptd. form. Aver. 300 pp. 16 x 12 x 2 $\frac{1}{2}$. Record rm.

97. (DIVORCE PROCEEDINGS), 1913--. 1,685 cases in 60 f.d. (numbered by case nos. contained). 1852-1912 in (Equity Papers), entry 90.

Original papers in divorce proceedings recorded in Divorce Docket, entry 95. Arr. chron. by date of filing within case no. Hdw. on ptd. form; typed on ptd. form. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record rm.

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98. EJECTMENTS, 1807. 1 vol.

Full record of the proceedings of suits in ejectments for trespass on leased property, giving names of plf. and def., copy of petition, bill of particulars, transcript of testimony, exhibits, judgment of the circuit court, and if appealed to chancery court. Arr. chron. by date of recording. Separate index, entry 189. Hdw. 300 pp. (93 used) 13 x 8 x 2. Hall of Records.

99. RECEIPT BOOK, 1872-95, 1935--. 3 vols. (2 vols. labeled by liber of clerk). 1 vol., 1935--, not titled.

Record of papers in equity proceedings borrowed by attorneys, giving date, name and no. of case, signature of borrowing attorney, and date returned. Arr. alph. by name of case. Hdw. 1872-95; hdw. on ptd. form 1935--, 375 pp. 14 x 9 x 2. 2 vols., 1872-95, basement vault; 1 vol., 1935--, clerk's office.

Insolvency Proceedings

100. INSOLVENT RECORD, 1881-96. 1 vol. (No. 1. 1881-1896).

Full record of proceedings in insolvency cases, including petition of insolvency, list of real and personal property, affidavit, list of creditors, claims filed, minutes of creditors' meeting, certificate of notice to creditors, appointment of trustee, trustee's deed, certificate of auditor's notice, order of sale, report of sale, certificate of insolvent notice, and final ratification of the court. Arr. chron. by date of recording. Hdw. 400 pp. 10 x 15 x 2 $\frac{1}{2}$. Record rm.

101. INSOLVENT, 1864-1933. Est. 2,000 papers in 6 f.d. (2 f.d. dated; 2 f.d. numbered 2, 3; 2 f.d. not labeled).

Original papers in insolvency proceedings, recorded in Insolvent Record, entry 100. Arr. chron. by date filed. Hdw. and typed. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record rm.

102. INSOLVENT DOCKET, 1881-1933. 1 vol. (No. 1).

Brief record of proceedings in insolvency cases, giving case no., name of attorney, name of insolvent, and proceedings in the case. Arr. numer. by case no. Indexed alph. by name of insolvent. Hdw. 400 pp. 15 x 10 x 3. Record rm.

103. INSOLVENT DEBTORS, 1788-1804. 1 vol. (dated; numbered and labeled J.J.H. Con.).

Record of proceedings in insolvency, giving date, petition to be declared insolvent, signature of petitioner, list of real and personal property, affidavit, names of creditors, amount of debt, appointment of trustee, and trustee's deed. Arr. chron. by date of recording. Separate index, entry 189. Hdw. 170 pp. 12 x 8 x $\frac{1}{2}$. Hall of Records.

Naturalization Proceedings

104. NATURALIZATION RECORD, 1904--. 12 vols. (1 vol. labeled G. W. 1904; 11 vols. numbered 1-5, 1-6). 5 vols., 1906--, subtitled Petitions and Record; 6 vols., 1906--, subtitled Declaration of Intention.

Record of naturalization proceedings, including declaration of intention

to become a citizen, giving name, age, address, and renunciation of foreign allegiance; petition of naturalization, giving name of alien, court term, date and place of birth, name and place of birth of wife, date and place of marriage, length of residence in this country, date and place of birth and residence of all children, date of arrival in this country, date and place of declaration of intention, affidavits of witnesses, renunciation of foreign allegiance, signature of petitioner, certification of the clerk of the court, order of court granting citizenship, and signature of judge; also contains stubs of naturalization certificates. Arr. chron. by date of declaration or petition. Indexed alph. by name of alien. Hdw. on ptd. form. Aver. 150 pp. $12\frac{1}{2} \times 8\frac{1}{2} \times \frac{1}{2}$, $18 \times 12 \times 2\frac{1}{2}$. 1 vol., 1904-September 1906, basement vault; 7 vols., October 1906-29, record rm. (locked wall case); 4 vols., 1930-, clerk's office.

105. NATURALIZATION RECORD OF DECLARATION, 1899-1903. 3 vols. (GW 1899). Title varies: Naturalization Record of Minors, 1 vol., 1899-1903; Naturalization Record of Enlisted Soldiers, 1 vol., 1899-1901. 1790-September 1899 in Minutes of Court Proceedings, entry 54.

Record of naturalization proceedings, giving date, name of judge, name of alien, country of birth, date and place of declaration of intention, names of indorsers, renunciation of allegiance to foreign rulers, oath of allegiance to the United States, order of court granting citizenship, signature of clerk or judge. Arr. chron. by court term. Indexed alph. by name of alien. Hdw. on ptd. form. Aver. 550 pp. $16\frac{1}{2} \times 11\frac{1}{2} \times 2$. Basement vault.

106. CANCELLATION OF NATURALIZATION, 1924-. 20 papers in 1 f.d. last entry 1937.

Court orders canceling citizenship, giving date, name of citizen, and reason for cancellation. Arr. chron. by date of order. Hdw. and typed on ptd. form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

107. (NATURALIZATION PETITIONS), 1904-6. In Affidavits as to Residence and Naturalization, entry 173.

Original petitions of aliens to become citizens of the United States, showing information as in entry 104.

108. MILITARY PETITIONS, 1918-. 14 vols. (numbered I-XIV and 1-3400). Subtitled Naturalization Service U.S. Department of Labor.

Record of naturalization proceedings of alien soldiers quartered at Camp Meade, showing information as in entry 104, and date of enlistment in the United States Army. Arr. numer. by no. of petition. Hdw. on ptd. form. Aver. 250 pp. $18\frac{1}{2} \times 12 \times 1\frac{1}{2}$. Basement vault.

109. (MILITARY PETITIONS), 1918-. 1 pasteboard box.

Stubs of military petitions, giving no. of naturalization certificate, no. of military certificate, and signature of applicant. Arr. numer. by certificate no. Hdw. on ptd. form. $11 \times 23 \times 10$. Basement vault.

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Circuit Court -
Court Records

Justice of the Peace Records (See also entries 51, 266-291)

110. MAGISTRATES DOCKET, 1862--. 16 vols. (15 vols. numbered; 13 vols. also labeled by liber of clerk; 12 vols. also dated). Title varies: Record of Judgments Rendered by Justices of the Peace, 1 vol., 1862-77; J.P. Judgment Docket, 1 vol., 1869-97.

Copies of judgments rendered by justices of the peace, giving name of attorneys, plf. and def., proceedings in the case, amount of judgment, signature of justice of the peace, costs, if satisfied, and date of recording. Arr. chron. by date of recording. Indexed alph. by name of def. Also separate index 1924--., entry 74. Hdw. 1862-January 1910; hdw. on ptd. form February 1910--. Aver. 400 pp. 16 x 12 x 2, 19 x 12 x 2½, 8 vols., 1862-July 1922, basement vault; 7 vols., August 1922-April 1936, record rm.; 1 vol., May 1936--., clerk's office.

111. J. P. JUDGMENTS, 1871--. Est. 3,500 papers in 1 f.b., 11 f.d. Title varies: Magistrates' Judgments and Satisfactions, 1 f.b., 1871-1912.

Copies of judgments rendered by justices of the peace and filed with the clerk of the court, recorded in Magistrates Docket, entry 110. Arr. chron. by date of filing. Hdw.; hdw. and typed on ptd. form. F.b. 11 x 5 x 24½; f.d. 10½ x 5 x 13½. 1 f.b., 1871-1912, basement vault; 11 f.d., 1913--., record rm.

112. DOCKET (Justices of the Peace), 1833-1939. 223 vols. (labeled variously by name of justice, election district, and type of case included).

Record of civil and criminal proceedings before justices of the peace, giving case no., names of plf. and def., date, proceedings in the case, judgment or verdict, costs, and signature of justice of the peace. Arr. numer. by case no. Indexed alph. by name of def. Hdw. Aver. 300 pp. 15½ x 10 x 1½, 18 x 13 x 3. Basement vault.

113. LETTERS (Justices of the Peace Papers), 1879-1939. Est. 5,000 papers in 20 letter files, 5 bundles (letter files labeled by name of justice and type of cases included).

Original papers in proceedings before justices of the peace, including civil, criminal, and automobile cases, recorded in Docket (Justices of the Peace), entry 112. No orderly arrangement. Hdw.; hdw. on ptd. form. Letter files 12½ x 11½ x 3; bundles 9½ x 4½ x ¼, 10 x 12 x 4½. Basement vault.

Property Records

Real Property

114. LAND RECORD, 1862--., 520 vols. (numbered under liber of successive clerks; 146 vols. also dated; 18 vols. labeled vari-

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Property Records

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ously by nature of contents). Title varies: Deeds, 79 vols., 1778-1879; Deeds Mortgages, 43 vols., 1880-97. 27 vols., 1662-1778, not titled.

Copies of instruments pertaining to real property, including deeds, mortgages, leases, bonds, right-of-ways, agreements, releases, assignments, and powers of attorney. Contains: Bills of Sale, 1662-1828, entry 121; Cattle Marks, 1699-1770, entry 194; Land Commissions, 1716-17, entry 82; Freights Published, 1704-68, entry 197; Manumissions, 1708-1803, entry 185; Strays, 1750-1839, entry 195; Official Oaths, 1789-1850, entry 175; Qualification of Magistrates, 1789-1814, entry 176; Bonds, 1662-1840, entry 177. Arr. chron. by date of recording. 18 vols., 1662-1712, 1719-29, 1733-39, 1770-87, indexed alph. by names of grantor and grantee. Also separate indexes, entries 115-119. Hdw. 1662-1908; hdw. and typed 1908-34; typed 1934--. Aver. 550 pp. 12 x 8 x 2, 19 x 3 x 4. 27 vols., 1662-1778, Hall of Records; 493 vols., 1778--, record rm.

115. DAILY INDEX TO LAND RECORDS, 1940--. 2 vols. (Grantees; Grantors).

Temporary Cott Universal index, arr. alph. by names of grantor and grantee, giving type of instrument, vol. and folio of Land Record, entry 114, date. Hdw. on ptd. form. 300 pp. 16 x 13 x 3 $\frac{1}{2}$. Clerk's office.

116. INDEX TO LAND RECORDS, 1839--. 60 vols. (dated and labeled by letter of alphabet contained). 30 vols., 1839--, subtitled Grantors; 30 vols., 1839--, subtitled Grantees.

Cott Universal, arr. alph. by names of grantor and grantee, direct and reverse, giving type of instrument, vol. and folio of Land Record, entry 114, and date of recording. Typed under ptd. head. Aver. 250 pp. 18 $\frac{1}{2}$ x 15 $\frac{1}{2}$ x 2 $\frac{1}{2}$. Record rm.

117. INDEX TO LAND RECORD, 1699-1935. 41 vols. (dated; 5 vols. also labeled by letter of alphabet contained; 13 vols. also labeled by liber of clerk; 27 vols. also numbered 1-27).

Arr. alph. by names of grantor and grantee, mortgagor and mortgagee, direct and reverse, and by name of tract of land 1699-1867, giving name of tract of land 1699-1892, type of instrument, liber and folio of Land Record, entry 114, and date. Hdw. 1699-1894; hdw. on ptd. form 1895-1935. Aver. 550 pp. 17 $\frac{1}{2}$ x 13 x 2, 19 x 14 x 3. 5 vols., 1699-1839, record rm.; 36 vols., 1839-1935, basement vault.

118. INDEX TO DEEDS, 1665-1784. 3 vols. (labeled A-G, H-P, Q-Z). Photostatic copy of original index to land record in office of clerk of court, arr. alph. by names of grantor and grantee, mortgagor and mortgagee, direct and reverse, and by name of land tract, giving name of tract of land, type of instrument, liber and folio of Land Record, entry 114, and date. Hdw. Aver. 200 pp. 17 x 13 x 1 $\frac{1}{2}$. Hall of Records.

119. (INDEX TO LAND RECORD), 1699-1857, 1867-73. 9 vols. Original indexes to Land Record, entry 114, showing information as in entry 116. Hdw. Aver. 250 pp. 16 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 1. Hall of Records.

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Circuit Court -
Property Records

120. (DEEDS AND MORTGAGES), 1798--. Est. 90,000 papers in 307 f. d. (dated).

Original instruments pertaining to real property, recorded in Land Record, entry 114. Arr. chron. by date of filing. Hdw.; hdw. and typed on ptd. form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

Personal Property

121. BILLS OF SALE AND FEDERAL CROP LIENS, 1829--. 43 vols. (numbered and labeled by liber of clerk; 13 vols. also dated). Title varies: Bills of Sale, 28 vols., 1829-October 1933. 1662-1828 in Land Record, entry 114.

Copies of instruments relating to personal property, including bills of sale and chattel mortgages, and federal crop liens 1933--, giving type of instrument, date, name of grantor or mortgagor, grantee or mortgagee, amount of money involved, description of property, signature of grantor or mortgagor, certification of notary, and date of recording. Arr. chron. by date of recording. Separate index, entry 122. Hdw. 1829-1906; typed 1907--. Aver. 500 pp. $18 \times 12 \times 2$, $19 \times 12 \times 3$. 4 vols., 1829-62, Hall of Records; 14 vols., 1862-October 1919, basement vault; 22 vols., November 1919-October 1938, record rm.; 3 vols., November 1938--, clerk's office.

122. INDEX TO CHATTEL MORTGAGES, BILLS OF SALE, CROP LIENS, 1829--. 14 vols. (11 vols. dated; 8 vols. also labeled by liber and no. of vols. indexed; 2 vols. lettered A to Z). Title varies: Index to Personal Property, 12 vols., 1829-June 30, 1937, 1 vol., July 1, 1937--, subtitled Mortgagors and Vendors; 1 vol., July 1, 1937--, subtitled Mortgagees and Vendees.

Arr. alph., Cott Universal system July 1, 1937--, by names of mortgagors and vendors, mortgagees and vendees, direct and reverse, giving kind of property conveyed, type of instrument, liber and folio of Bills of Sale and Federal Crop Liens, entry 121. Hdw. 1829-June 30, 1937; hdw. under ptd. head July 1, 1937--. Aver. 200 pp. $16 \times 18 \times 1$, $19 \times 16 \times 3$. 8 vols., 1829-January 1915, basement vault; 4 vols., February 1915-June 30, 1937, record rm.; 2 vols., July 1, 1937--, clerk's office.

123. CHATTEL MORTGAGES AND BILLS OF SALE, 1920--. Est. 7,000 papers in 1 f.b., 19 f.d. (dated). Title varies: Bills of Sale, 1 f.b., 10 f.d., 1920-27, 1930-34; Bills of Sale and Conditional Sales, 2 f.d., 1928-29. 3 f.d., 1935, 1937-38, subtitled Federal Crop Liens; 1 f.d., 1927--, subtitled Releases.

Original papers recorded in Bills of Sale and Federal Crop Liens, entry 121. Contains: Conditional Sales, 1920-29, entry 126. Arr. chron. by date of filing. Hdw.; hdw. on ptd. form; typed; typed on ptd. form. F. b. $10\frac{1}{2} \times 4\frac{1}{2} \times 24$; f.d. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. 1 f.b., 1920-23, basement vault; 19 f.d., 1924--, record rm.

124. CONDITIONAL CONTRACT OF SALES DOCKET, 1917--. 8 vols. (numbered under liber of successive clerks).

Record of conveyances of goods and chattels in which the transfer of

title is made conditional on a number of deferred payments, giving names of vendor and vendee, date of filing, date of contract, property conveyed, name of witness, amount of money involved, when and how payable, if assigned, remarks, and if discharged. Arr. chron. by date of filing. Indexed alph. by names of vendor and vendee, direct and reverse. Separate index July 1931--, entry 125. Hdw. under ptd. head. Aver. 375 pp. 17 $\frac{1}{2}$ x 17 x 3, 18 x 19 $\frac{1}{2}$ x 3. 2 vols., 1917-April 18, 1925, basement vault; 5 vols., April 19, 1925--, record rm.

125. INDEX TO CONDITIONAL CONTRACT OF SALES DOCKET, 1931--. 5 vols. (dated; 1 vol. labeled by liber of clerk; 2 vols. A to K, 2 vols. L to Z).

Arr. alph. by names of vendor and vendee direct and reverse, giving name of vendee, liber and folio of Conditional Contract of Sales Docket, entry 124, and date. Hdw. under ptd. head. Aver. 300 pp. 18 x 19 x 3, 19 x 14 x 3. 1 vol., 1931-June 1937, record rm.; 4 vols., July 1937--, clerk's office.

126. CONDITIONAL SALES, 1925--. Est. 5,500 papers in 6 drawers, 11 f.d. (dated) 2 f.d., 1925--, subtitled Releases. 1920-29 in Chattel Mortgages and Bills of Sale, entry 123.

Original conditional contracts of sale recorded in Conditional Contract of Sales Docket, entry 124. Arr. chron. by date of filing. Hdw. and typed on ptd. form. Drawers 5 x 23 x 20; f.d. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. 6 drawers, 1930-37, basement vault; 11 f.d., 1925--, record rm.

Liens

127. MECHANICS LIEN DOCKET, 1857--. 8 vols. (numbered; 6 vols. also dated; 5 vols. also labeled by liber of clerk). 1 vol., 1931-33, subtitled Boat Lien Docket.

Record of claims for money due for labor or materials, giving names of lienor and lienee, amount of claim, description and location of building and material, certification of notary, itemized list of claims, and date of recording. Arr. chron. by date of recording. Indexed alph. by names of lienor and lienee, direct and reverse. Also separate index 1931--, entry 128. Hdw. Aver. 400 pp. 14 x 9 x 1 $\frac{1}{2}$, 18 x 12 x 3. 3 vols., 1857-97, basement vault; 5 vols., 1898--, record rm.

128. (INDEX TO MECHANICS LIENS), 1931--. In General Index to Judgments and Mechanics Liens, entry 74.

Arr. alph. by name of lienee, giving name of claimant, docket and folio no., date and amount of lien, and if satisfied.

129. MECHANICS LIENS, 1888--. Est. 400 papers in 3 f.d. (dated). Original liens and papers recorded in Mechanics Lien Docket, entry 127. Arr. chron. by date of filing. Hdw.; typed. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record rm.

130. FEDERAL TAX LIEN INDEX, 1931--. 1 vol. (F.S.R. No. 1).

Record of liens for the payment of federal taxes, giving date and hour of filing, serial no., costs, when paid, name of lienee, address, amount of tax, amount of penalty, date of discharge, nature of tax, taxable po-

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Corporations

riod, and certificate of discharge. Arr. alph. by name of licensee. Hdw. under ptd. head. 200 pp. 17 x 15 x $1\frac{1}{2}$. Record rm.

131. FEDERAL TAX LIEN, 1931--. 30 papers in 1 f.d. Original liens for the payment of federal taxes, recorded in Federal Tax Lien Index, entry 130. No orderly arrangement. Hdw. and typed on ptd. form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$. Record rm.

132. INDEX TO LIENS, A.A.CO. SANITARY COMMISSION, 1931--. 1 vol. Record of unpaid charges owing to the sanitary commission, constituting liens on the property involved, giving name of property owner, subdivision, lot, block, folio in Plat Book Anne Arundel County Sanitary Commission, entry 136, and amount of lien. Arr. alph. by name of property owner. Typed on ptd. form. 531 pp. 19 x 15 x 4. Record rm.

Plats

133. PLAT BOOK, 1894--. 12 vols. (4 vols. labeled Section 1-4; 8 vols. numbered under liber of successive clerks). Plats of all parcels of land filed with deeds. Arr. numer. by plat no. Separate index, entry 134. Ptd. Aver. 75 pp. $38\frac{1}{2}$ x $25\frac{1}{2}$ x 2. Record rm.

134. INDEX TO PLAT BOOKS, 1894--. 2 vols. (1 vol. numbered by sections indexed; 1 vol. not labeled). Arr. alph. by subdivision or property owner, giving volume and folio. Typed 1894-1921; hdw. 1922--. Aver. 160 pp. 12 x 10 x $\frac{1}{2}$, 16 x $10\frac{1}{2}$ x $\frac{1}{2}$. Record rm.

135. PLAT BOOK STATE ROADS COMMISSION, 1934--. 1 vol. Plats of right-of-ways acquired by the State Roads Commission. Arr. chron. by date of plat. Ptd. 50 pp. 15 x 31 x 1. Record rm.

136. PLAT BOOK ANNE ARUNDEL COUNTY SANITARY COMMISSION, 1931--. 1 vol. Blue prints and tracings of districts within the jurisdiction of the sanitary commission. Arr. chron. by date of plat. Ptd. 18 pp. $38\frac{1}{2}$ x $25\frac{1}{2}$ x 1. Record rm.

Corporations

137. RECORD OF INCORPORATIONS, 1868--. 8 vols. (7 vols. numbered under liber of clerk; 4 vols. also dated). Copies of incorporation papers of business units, societies, churches, and fire companies, including articles of incorporation, articles of amendment, stock issuance statements, articles of dissolution, articles of revival, merger agreements, giving name of corporation, names and addresses of the incorporators, purposes of the corporation, date of incorporation, names of witnesses, certification of notary public, date of re-

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ceipt and approval by the State Tax Commission 1916-- , where recorded in the charter records of the State Tax Commission, certification by the judge of the circuit court 1868-1915, by the State Tax Commission 1916-- , amount of capital, amount of bonus tax, recording fee, and date of recording by the clerk of the court. Arr. chron. by date of recording. Indexed alph. by name of corporation. Hdw. Aver. 400 pp. 14 x 8 $\frac{1}{2}$ x 1 $\frac{1}{2}$, 17 x 11 x 2 $\frac{1}{2}$. Record rm.

138. RECORD OF INCORPORATION OF CHURCHES, 1888-90. 1 vol. Discontinued.

Copies of articles of incorporation of churches, giving date, names of incorporators, names of witnesses, and date of recording. Arr. chron. by date of recording. Indexed alph. by name of church. Hdw. 400 pp. (10 used). 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1. Record rm.

139. CERTIFICATES OF INCORPORATION, 1888-- . Est. 750 papers in 5 f.d. (dated). Title varies: Certificates as to Capital Stock of Corporations, 2 f.d., 1920-37.

Incorporation papers recorded in Record of Incorporations, entry 137. Arr. chron. by date of filing. Hdw. 1888-93; typed 1894-- . 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record rm.

Licenses

(See also entries 36,37)

Professional

140. REGISTRY OF PHYSICIANS AND SURGEONS, 1894-- . 1 vol. (S.H. 1894).

Record of licenses or certificates granted to physicians, surgeons, midwives, chiropodists, optometrists, chiropractors, and osteopaths, giving name of licensee, form of application, date of application, date of certificate, and remarks. Arr. alph. by name of licensee. Hdw. under ptd. head. 50 pp. 18 x 12 x 1 $\frac{1}{2}$. Clerk's office.

141. REGISTER OF MIDWIVES, 1910-- . 1 vol.

Record of midwives practicing in the county, giving date of registry, name of midwife, address, age, color, post office, and certification by the State Board of Health. Arr. alph. by name of midwife. Hdw. under ptd. head. 60 pp. 12 x 9 x 1. Clerk's office.

Traders and Miscellaneous

142. LICENSE BOOK, 1868-- . 12 vols. (6 vols. dated; 4 vols. labeled by liber of clerk; 2 vols. not labeled). Title varies: License Record, 9 vols., 1868-1936.

Record of traders' and miscellaneous licenses issued, giving date of issue, name of licensee, location of licensed establishment, amount of stock, type of license, and amount of fee. Contains: Liquor Licenses, 1868-

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Licenses

1917, entry 149; Beer, Wine Liquor Licenses, 1933, entry 148; Fishing Licenses, 1897--, entry 152; Licenses for Duck Blinds, 1899-1907, entry 160. 10 vols., 1868-84, 1907--, arr. chron. by date of issue; 2 vols., 1885-1906, arr. alph. by name of licensee within type of license. 1 vol., 1907-14; indexed alph. by name of licensee. Also separate index 1912--, entry 143. Hdw. 1868-1906; hdw. under ptd. head 1907--. Aver. 200 pp. $14\frac{1}{2} \times 13 \times 2$, $19\frac{1}{2} \times 13\frac{1}{2} \times 2$. 9 vols., 1868-1936, basement vault; 3 vols., 1937--, clerk's office.

143. INDEX TO LICENSE RECORD, 1912--. 8 vols. (dated). Title varies; Index to Traders Licenses, 4 vols., 1912-22, 1927-32. Arr. alph. by name of licensee, giving date of issue, location of licensed establishment, type of license, amount of capital stock, amount of fee 1912-22, and page of License Book, entry 142. Hdw. Aver. 125 pp. $16 \times 11 \times \frac{1}{2}$. 6 vols., 1912-36, basement vault; 2 vols., 1937--, clerk's office.

144. APPLICATION FOR TRADER'S LICENSE, 1925--. Est. 21,000 applications in 17 bundles. Original applications for traders' and miscellaneous licenses, giving name of business, name of proprietor, name of applicant, applicant's relation to the business, location of place of business, nature of business conducted, amount of stock, tax assessment of stock in trade, incorporation data, signature of applicant, and certification of clerk of the court, justice of the peace or notary public. Arr. chron. by date of certification. Hdw. on ptd. form. $11 \times 8\frac{1}{2} \times 3\frac{1}{2}$. Basement vault.

145. (TRADERS' AND MISCELLANEOUS LICENSES), 1935--. Est. 2,500 licenses in 6 bundles. Copies of traders' and miscellaneous licenses, giving license no., type of license, name and address of licensee, amount of fee, clerk's fee, penalty, total cost, signature of the clerk of the court, and date of issue. Arr. numer. by license no. Hdw. on ptd. form. $7\frac{1}{2} \times 8\frac{1}{2} \times 7\frac{1}{2}$, $7\frac{1}{2} \times 8\frac{1}{2} \times 12$. Basement vault.

146. (LICENSE RECEIPTS), 1925--. 2 vols. Stub record of receipts issued for traders' and miscellaneous licenses purchased, giving amount of fee, no. of receipt, date, name of licensee, address, type of license. Arr. numer. by receipt no. Hdw. on ptd. form. 250 pp. $10 \times 14 \times 2$. 1 vol., 1925-29, basement vault; 1 vol., 1930--, clerk's office.

147. (MUSIC BOX AND PIN BALL LICENSES), 1937--. Est. 200 papers in 1 bundle. Applications for music box and pin ball licenses, giving date, name and address of owner of machine, names and addresses of operators, type of machine, tag no., price, and signature of applicant. Arr. chron. by date of application. Hdw. on ptd. form. $11 \times 8\frac{1}{2} \times 1$. Basement vault.

Beer, Wine, and Liquor (See also entries 695-700)

148. BEER, WINE LIQUOR LICENSES, 1934--. 1 vol. (From May 31, 1934). 1933 in License Book, entry 142.
Record of beer, wine, and liquor licenses of all classes issued under the authorization of the board of license commissioners, giving date of issue, name of licensee, location of licensed establishment, class of license, no. of license, and amount of fee. Arr. chron. by date of issue. Hdw. under ptd. head. 300 pp. 15 x 18 x 1 $\frac{1}{2}$. Clerk's office.
149. (LIQUOR LICENSES), 1868-1917. In License Book, entry 142.
Record of liquor licenses issued, giving date of issue, name of licensee, location of licensed establishment, and amount of fee.
150. (BEER, WINE, AND LIQUOR LICENSES), 1933-34. Est. 2,000 papers in 2 bundles.
Applications for beer, wine, and liquor licenses, giving name of applicant, address, length of residence in the state, location of licensed establishment, owner of premises, amount of fee and costs, date, and signature of applicant; also includes notarization and names and addresses of ten endorsers. Arr. chron. by date of filing. Hdw. on ptd. form. 9 x 7 $\frac{1}{2}$ x 7. Basement vault.
151. (AUTHORIZATION TO ISSUE LICENSES), 1935-39. Est. 3,000 papers in 5 bundles.
Authorization by the board of license commissioners to the clerk to issue beer, wine, and liquor licenses of all classes, giving date, class of license, election district, name of licensee, trade name, address, amount of fee and costs, signature of the clerk of the board of license commissioners, and license no. Arr. chron. by date of filing. Hdw. on ptd. form. 8 $\frac{1}{2}$ x 7 x 2, 11 x 9 x 2 $\frac{1}{2}$. Basement vault.

Fishing and Hunting

152. (FISHING LICENSES), 1897--. In License Book, entry 142.
Record of licenses issued for commercial fishing in the Chesapeake Bay, giving date of issue, and name of licensee.
153. (RESIDENT ANGLERS' LICENSES), 1929-33. 3 vols.
Stub record of resident anglers' licenses issued, giving license no., amount of license fee, clerk's fee, name of licensee, residence, occupation, age, and date of issue. Arr. numer. by license no. Hdw. on ptd. form. Aver. 50 pp. 4 x 3 $\frac{1}{2}$ x $\frac{1}{2}$. Basement vault.
154. OYSTER TONGERS LICENSES, 1885--. 7 vols. (5 vols. dated).
Title varies: Tonging Licenses, 2 vols., 1885-92; Oyster License, 1 vol., 1896-1903.
Record of oyster tonging licenses issued, giving date of issue, name of licensee, no. of license, and residence, color and age of licensee. Arr. chron. by date of issue. Hdw. 1885-July 1920; hdw. under ptd. head August 1920--. Aver. 200 pp. 18 $\frac{1}{2}$ x 12 $\frac{1}{2}$ x 2. 6 vols., 1885-July 1920, basement vault; 1 vol., August 1920--., clerk's office.

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Circuit Court -
Licenses

155. (APPLICATIONS FOR OYSTER TONGING LICENSES), 1922, 1926-30, 1935, 1938. Est. 1,750 applications in 7 bundles. Applications for oyster tonging licenses, giving name of applicant, age, color, residence, oath, signature of applicant, date, and notarization. Arr. chron. by date of notarization. Hdw. on ptd. form. $8\frac{1}{2} \times 3 \times 1\frac{1}{2}$, $8\frac{1}{2} \times 3 \times 5$. Basement vault.
156. CRAB LICENSE RECORD, 1916--. 1 vol. Record of licenses issued for the taking or catching of crabs, giving date of issue, name of licensee, no. of license, residence, and amount of fee. Arr. chron. by date of issue. Hdw. under ptd. head. 200 pp. 15 x 11 x 1. Clerk's office.
157. HUNTING LICENSE, 1916--. 6 vols. (4 vols. dated; 2 vols. not labeled). 1 vol., 1929-32, not titled. Record of all hunting licenses issued, giving date, name of licensee, no. of license, and amount of fee. Arr. chron. by date of issue and numbered consecutively. Hdw. under ptd. head 1916-October 1921; hdw. November 1921--. Aver. 275 pp. $12\frac{1}{2} \times 8 \times 1\frac{1}{2}$, $17\frac{1}{2} \times 12 \times 2$. 5 vols., 1916-September 1937, basement vault; 1 vol., October 1937--., clerk's office.
158. (HUNTING LICENSES), 1916-17, 1921, 1926-38. 320 vols. Stub record of resident and nonresident county and state-wide hunting licenses issued, giving no. of license, type of license, name of licensee, age, occupation, address, county, state, color, color of hair, color of eyes, height, date of issue, and amount of fee. Arr. numer. by license no. Hdw. on ptd. form. Aver. 35 pp. $4 \times 4 \times \frac{1}{4}$, $12 \times 4 \times \frac{1}{2}$. Basement vault.
159. (APPLICATIONS FOR HUNTING LICENSES), 1925-30, 1933, 1936. Est. 600 papers in 1 bundle. Applications for resident county and resident and nonresident state-wide hunting licenses, giving date, name of applicant, age, occupation, residence, county, state, color, color of hair, color of eyes, height, type of hunting license, amount of fee, clerk's fee. Arr. chron. by date of application. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 2\frac{1}{2}$. Basement vault.
160. LICENSE FOR DUCK BLINDS, 1908-27. 1 vol. (dated). 1886-April 1899 in Day Book (Fees) entry 207; May 1899-1907 in License Book, entry 142. Record of duck blind licenses issued, giving date of issue, name of licensee, location of blind, and amount of fee. Arr. chron. by date of issue within location of blind. Hdw. 250 pp. $15 \times 14\frac{1}{2} \times 1\frac{1}{2}$. Basement vault.
161. (DUCK BLIND LICENSES), 1927--. 33 vols. Stub record of duck blind licenses issued, giving license no., amount of fee, name of shore owner, name of licensee, address, exact location of blind, name of body of water, date of issue, and signature of clerk of the court. Arr. numer. by license no. Hdw. on ptd. form. Aver. 40 pp. $7 \times 5 \times \frac{1}{4}$, $7 \times 5 \times 1$. Basement vault.

Circuit Court -
Vital Statistics

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162. (PUSHERS' LICENSES), 1908-9, 1927, 1929-33. 7 vols.
Stub record of pushers' licenses issued, giving license no., amount of fee, name of licensee, address, date of issue, and signature of the clerk of the court. Arr. numer. by license no. Hdw. on ptd. form. Aver. 25 pp. 4 x 3½ x ¼, 6 x 1½ x ½. Basement vault.

Vital Statistics
(See also entries 482-491)

163. RECORD OF MARRIAGE LICENSES, 1865--. 5 vols. (dated; 1 vol. also labeled by liber of clerk). Title varies: Record of Marriages, 3 vols., 1865-1922.

Record of marriages, giving date of license, name, age, color, marital condition of both parties, if related, residence of the male, date of marriage, name of minister, place, and date certificate returned. 1 vol., 1865-86, arr. alph. by name of male; 4 vols., 1886-- , arr. chron. by date of license. 1 vol., 1865-86, not indexed; 4 vols., 1886-- , indexed alph. by names of male and female, direct and reverse. Hdw. under ptd. head. Aver. 400 pp. 18 x 15 x 3, 22 x 17 x 3. 4 vols., 1865-1933, record rm.; 1 vol., 1934-- , clerk's office.

164. MARRIAGE LICENSES AND APPLICATIONS, 1888--. Est. 30,000 papers in 15 drawers, 4 f.d. (15 drawers dated; 1 drawer also labeled Large Manila Envelopes). 4 f.d., October 1933-- , not titled.

Original marriage applications and ministers' returns: applications give date, name, age, color, marital condition, residence and degree of consanguinity of male and female, signature of applicant, and signature of the clerk of the court or his deputy; ministers' returns give date and place of ceremony, names, residence, age, color, nativity and occupation of male and female, and signature, official character and address of minister. Arr. chron. by date of marriage. Hdw. on ptd. form. Drawers 5 x 23 x 20; f.d. 10 x 5 x 13½. 15 drawers, 1888-September 1933, basement vault; 4 f.d., October 1933-- , record rm.

165. MARRIAGE LICENSES, 1777-1886. 5 vols. (dated). Title varies: Marriage Record, 2 vols., 1777-1845.

Record of marriage licenses issued, giving date of issue, names of male and female, and color. Arr. chron. by date of license. Hdw. Aver. 165 pp. 10 x 7½ x 1, 14 x 8½ x 1. Hall of Records.

166. RECORD OF BIRTHS, 1865-77. 1 vol.

Record of births, giving date of birth, place of birth, name of child, sex, color, names of parents, occupation, and date of recording. Arr. alph. by name of child. Hdw. under ptd. head. 250 pp. 16 x 10 x 1½. Hall of Records.

167. RECORD OF DEATHS, 1865-80. 1 vol.

Record of deaths, giving date, name of deceased, sex, color, condition,

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Circuit Court -
Voters and Elections

age, residence, occupation, place of death, place of birth, names and residence of parents, cause of death, place of burial, and date of recording. Arr. alph. by name of deceased. Hdw. under ptd. head. 350 pp. $16\frac{1}{2} \times 13\frac{1}{2} \times 1\frac{1}{2}$. Hall of Records.

Voters and Elections
(See also entries 404-411)

168. RECORD OF ELECTION RETURNS, 1897--. 1 vol. (J.W. No. 1). Record of statements of election returns made by the board of canvassers of the county, giving name of candidate, date of election, office, number of votes cast for each candidate, and names of chairman and secretary of the board of canvassers. Arr. chron. by date of election. Hdw. 575 pp. $13 \times 9 \times 2$. Clerk's office.

169. ELECTIONS, 1900--. Est. 2,000 papers and 150 booklets in 8 f.d. (dated). Original papers concerning primary and general elections, filed by law with the clerk of the court, including appointment of election officials, election results, statements of expenditures by candidates and political committees and agents, bonds of trust, and certificates of candidacy. Contains: Certificates of Declaration of Intention, 1926-28, entry 171. Arr. chron. by date filed. Hdw. and hdw. on ptd. form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

170. REGISTER OF INTENDED VOTERS, 1902--. 2 vols. (dated). Record of persons who have arrived in the county and indicated their intent to become citizens and residents of the state, giving date, name of voter, age, color, and occupation. Arr. alph. by name of voter. Hdw. under ptd. head. Aver. 150 pp. $18 \times 12 \times 1$. Clerk's office.

171. (CERTIFICATES OF DECLARATION OF INTENTION), 1919-28. 1919-25 in Affidavits as to Residence and Naturalization, entry 173; 1926-28 in Elections, entry 169. Declarations of intention to become a citizen of the state for voting purposes, certified by the precinct board of registry, giving date, name of declarant, residence, age, occupation, original residence, signatures of board of registry, and precinct and election district nos. Arr. chron. by date of filing. Hdw. on ptd. form.

172. REGISTRY OF AFFIDAVITS AS TO RESIDENCE, 1901--. 1 vol. (Oct. 1901 G.W. No. 1). Last entry 1924. Copies of affidavits of voters that their contemplated absence from the state will be only temporary, filed with the clerk of the court in order to retain voting residence in the state, giving date, name of voter, election district, date of removal, foreign residence, oath of intention to retain voting residence, signature of clerk, and seal of the court. Arr. chron. by date of recording. Indexed alph. by name of voter. Hdw. 172 pp. $14 \times 9 \times 1$. Clerk's office.

173. AFFIDAVITS AS TO RESIDENCE AND NATURALIZATION, 1901-25. Est. 100 papers in 1 f.d.

Original affidavits recorded in Registry of Affidavits as to Residence, entry 172. Contains: Certificates of Declaration of Intention, 1919-25, entry 171; Naturalization Petitions, 1904-6, entry 107. Arr. chron. by date filed. Hdw. and typed on ptd. form. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record rm.

Public Officials

174. COMMISSION BOOK, 1837--. 8 vols. (4 vols. dated; 7 vols. labeled by liber of clerk and numbered).

Copies of commissions issued to all county officials, giving date of commission, name of official, name of office, term of office, date of expiration, signatures of Governor and Secretary of State, and date recorded. Arr. chron. by date of recording. 5 vols., 1884--, indexed alph. by name of official. Hdw. 1837-November 1, 1915; hdw. and typed on ptd. form November 20, 1915--. Aver. 500 pp. 13 x 8 x 1, 16 $\frac{1}{2}$ x 11 x 2 $\frac{1}{2}$. 3 vols., 1837-83, Hall of Records; 2 vols., 1884-1915, basement vault; 2 vols., 1916-36, record rm.; 1 vol., 1937--, clerk's office.

175. TEST BOOK, 1851--. 5 vols. (2 vols. labeled by liber of clerk and numbered). 1 vol., 1851-68, not titled. 1789-1850 in Land Record, entry 114.

Record of oaths taken by county officials, attorneys, and notaries public, giving date, name of office, and signature of official or attorney, Arr. chron. by date of oath within type of office. 3 vols., 1892--, indexed alph. by name of official. Hdw. 1851-1934; typed 1935--. Aver. 400 pp. 15 x 9 x 2. 1 vol., 1869-91, basement vault; 2 vols., 1851-68, 1892--, clerk's office.

For qualifications of justices of the peace 1815-44, see entry 176; for citizens' oaths of fidelity, 1770, see entry 927.

176. QUALIFICATION OF MAGISTRATES, 1815-44. 1 vol. (J.J.H. Co.). 1789-1814 in Land Record, entry 114.

Certification by a justice of the peace that appointed justices of the peace have qualified for office by taking the proper oath, giving date, name and signature of justice qualifying, and signature of justice giving oath. Arr. chron. by date of recording. Hdw. 400 pp. 13 x 8 x 1 $\frac{1}{2}$. Hall of Records.

For oaths of office of justices of the peace 1851--, see entry 175.

177. BONDS, 1841--. 5 vols. (numbered 1-5; 4 vols. also labeled by liber of clerk). 1662-1840 in Land Record, entry 114.

Copies of bonds executed by county officials, giving name of official, official position, name of surety, amount of bond, date of bond, length of official's term, condition of bond, signatures of witness, principal and surety, and date of approval, filing and recording. Arr. chron. by date of recording. 4 vols., 1851--, indexed alph. by name of official. Hdw. Aver. 500 pp. 16 $\frac{1}{2}$ x 11 x 2 $\frac{1}{2}$. 2 vols., 1841-71, Hall of Records;

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Circuit Court -
Jurors

1 vol., 1872-September 1902, basement vault; 2 vols., October 1902--,
record rm.

178. OFFICIAL BONDS, 1867--. Est. 1,500 bonds in 4 f.d. (dated).
Title varies: Bonds, 3 f.d., 1867-1933.

Original personal and commercial bonds of county officials, showing in-
formation as in entry 177. Arr. chron. by year of filing. Hdw. and
typed on ptl. form. 10 x 5 x 13 $\frac{1}{2}$. Record rm.

179. (APPOINTMENTS), 1925--. In Receipts for Orders, Papers, etc.,
entry 190.

Certificates of appointment issued by the county commissioners for va-
rious county officials, such as dog wardens, trustees of the poor, build-
ing inspectors, constables, assessors, health officers, road commissioners,
and others, giving date, name of appointee, name of office, term of office,
and signature of the clerk to the county commissioners.

For record of appointments by the county commissioners 1867-1914,
see entry 5.

180. SPECIAL OFFICERS, 1932--. Est. 600 papers in 1 f.d. (1937).
Copies of certificates of appointment of special officers in Anne Arundel
County, giving date, name of officer, position, term of appointment, sal-
ary, and signature of the clerk to the county commissioners. Arr. chron.
by date of appointment. Typed. 5 x 10 x 13 $\frac{1}{2}$. Record rm.

181. (DEPUTY GAME WARDENS), 1932--. In Receipts for Orders, Papers,
etc., entry 190.

Notification of appointment and of resignation of state deputy game war-
dens, giving date, name of warden, no. of badge, and signature of state
game warden.

Jurors

182. LIST OF JURORS, 1800--. Est. 1,000 papers in 6 f.d. (4 f.d.
dated).

Lists of taxpayers from which juries are impaneled, giving court term,
election district, assigned nos., and names of taxpayers. Contains:
Jury Exemptions, 1924-33, entry 184. Arr. chron. by court term. Hdw.
1800-1913; hdw. and typed on ptl. form 1914--. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$. Record
rm.

183. LIST OF JURORS, 1900-16. 1 vol.

List of jurors, giving name of juror, court term, and district no. Arr.
alph. by name of juror within court term. Hdw. 50 pp. 14 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. At-
tic.

184. (JURY EXEMPTIONS), 1924--. 1924-33 in List of Jurors, entry
182; 1934-- in Receipts for Orders, Papers, etc., entry 190.

Certificates of membership in the Maryland National Guard, filed by per-

sons claiming exemption from jury duty, giving date, name of member, company and branch of service, and signature of commanding officer.

Slaves
(See also entry 264)

185. MANUMISSIONS, 1797-1866. 4 vols. (dated and numbered; 3 vols. also labeled J.J.H. COM.). Title varies: Deeds C, 1 vol., 1816-44. 1700-1803 in Land Record, entry 114.
Record of manumissions of Negro slaves, giving name of owner, name of slave, age, sex, physical description, and certification by the clerk of the court. Arr. chron. by date of recording. 1 vol., 1807-16, indexed alph. by name of owner. Separate index, entry 189. Hdw. Aver. 435 pp. 12 $\frac{1}{2}$ x 8 x 2, 13 x 8 x 1 $\frac{1}{2}$. Hall of Records.
186. MANUMISSIONS, 1790-1820. Est. 200 papers in 1 f.d.
Original instruments freeing slaves, giving date, name of owner, name of slave, age, sex, physical description, and certification by the clerk of the court. Arr. chron. by date filed. Hdw. 10 x 5 x 13 $\frac{1}{2}$. Record rm.
187. CERTIFICATE OF FREEDOM, 1810-64. 3 vols. (dated; also numbered and labeled J.J.H. Con.).
Copies of clerk of court's certificates of freedom issued to freeborn Negroes and committed slaves, giving name of owner of slave, name of Negro, sex, age, description, date of issue, and signature of the clerk of court. Arr. chron. by date of recording. Separate index 1810-44, entry 189. Hdw. Aver. 350 pp. 13 x 8 x 1. Hall of Records.
Fore certificates issued by the register of wills, see entry 264.
188. SLAVE STATISTICS ANNE ARUNDEL COUNTY, 1864. 1 vol. (dated; M Hammond Commissioner).
Record of slaves in Anne Arundel County at the time of adoption of constitution of 1864, as taken in 1867, giving date, name of owner, name of slave, sex, age, physical condition, term of servitude, if enlisted or drafted into military service, date, regiment, and compensation. Arr. alph. by name of owner within district. Hdw. under ptd. head. 300 pp. 17 x 14 x 1 $\frac{1}{2}$. Hall of Records.

Miscellaneous

189. (GENERAL CARD INDEX TO NAMES), 1702-4, 1777-1866. Est. 15,000 cards in 29 f.d.
Index to court proceedings, 1702-4, entry 54; wills, 1777-1820, entry 237; insolvent Debtors, 1788-1804, entry 103; certificates of Freedom, 1810-44, entry 187; ejectments, 1807, entry 98; commissions to divide real estate, 1791-1805, entry 83; county levies, 1811-37, entry 3; manumissions, 1797-1866, entry 185; arr. alph. by names of parties involved, giving date of

recording and liber and folio where recorded. Typed. $3\frac{1}{2} \times 5\frac{1}{2} \times 16$. Hall of Records.

190. RECEIPTS FOR ORDERS, PAPERS, ETC., 1922--. Est. 300 papers in 1 f.d.

Miscellaneous papers, correspondence, receipts, and petitions. Contains: Receipts for Land Office Abstracts, 1922--, entry 191; Appointments, 1925--, entry 179; Certificates of Compliance, 1925, 1927, 1930--, entry 192; Deputy Game Wardens, 1932--, entry 181; Jury Exemptions, 1934--, entry 184. Arr. chron. by date of filing. Hdw.; hdw. on ptd. form; typed; typed on ptd. form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$. Record rm.

191. (RECEIPTS FOR LAND OFFICE ABSTRACTS), 1922--. In Receipts for Orders, Papers, etc., entry 190.

Receipts from the Commissioner of the Land Office for abstracts of deeds, mortgages, and releases, giving date, name of the clerk of the court, itemized list of abstracts, and signature of the Commissioner of the Land Office.

192. (CERTIFICATES OF COMPLIANCE), 1925, 1927, 1930--. In Receipts for Orders, Papers, etc., entry 190.

Certificates of compliance with the law by insurance companies and authorization to transact business in the state, issued by the state insurance commissioner, giving certificate no., name of insurance company, date of expiration of authorization, date of the certificate, and signature of the state insurance commissioner. Also included are powers of attorney to local agents.

193. CERTIFICATE IN REGISTRATION OF BOTTLES, 1890-1926. 1 vol. (labeled by liber of clerk).

Record of registration of bottles by dairies, breweries, and other companies using bottles, giving type and trade-mark. Arr. chron. by date of recording. Hdw. 425 pp. (62 used) $13\frac{1}{2} \times 8\frac{1}{2} \times 1$. Record rm.

194. (CATTLE MARKS), 1699-1770. In Land Record, entry 114.

Record of marks used by cattle owners to identify their cattle, giving name of owner, date of registration, and nature of mark.

195. (STRAYS), 1750-1839. In Land Record, entry 114.

Record of notices that stray cattle have been found and held, giving kind of animal, description, identifying marks, date of finding, signature of finder, and date of recording.

196. PORT OF ANNAPOLIS CLEARING OUTWARD, 1742-59. 1 vol. (J.J.H. Com., 1748).

Record of clearance of ships from the port of Annapolis, giving time of clearing, name of ship, name of master, type of ship, no. of crew, no. of guns, date and where built and registered, owner's name, type of cargo, port of destination, and date and where bond given. Arr. chron. by date of clearing. Hdw. 200 pp. $18 \times 11\frac{1}{2} \times 1$. Hall of Records.

197. (FREIGHTS PUBLISHED), 1704-68. In Land Record, entry 114. Record of notices of freight charges for shipment to England, giving names of master and ship, charges, date, and signature of master.

198. (NOTARY PUBLIC RECORD BOOK), 1744-75, 1794-96. 1 vol. Copies of instruments certified by notary public, giving type of instrument, notarization, date, and signature of deputy notary. Arr. chron. by date of oath. Hdw. 500 pp. 15 x 9 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Hall of Records.

Finances

199. LEDGER, 1890-1903, 1926--. 6 vols. Ledger account of receipts and disbursements, giving date, name of payer or payee, nature of transaction, amount, and balances. Arr. chron. within type of transaction. Indexed alph. by name of person involved. Hdw. Aver. 225 pp. 14 x 9 x 1. 4 vols., 1890-1903, 1926-30, basement vault; 2 vols., 1931--, clerk's office.

200. CASH BOOK (Monthly), 1906--. 6 vols. (2 vols. labeled by liber of clerk). Monthly summaries of receipts and disbursements of the clerk of the circuit court. Arr. chron. by date of transaction. Hdw. under ptd. head. Aver. 300 pp. 15 x 9 x 2. 2 vols., 1906-September 1918, October 1939--, clerk's office; 3 vols., October 1918-September 1936, basement vault; 1 vol., October 1936-September 1939, clerk's private office.

201. CASH BOOK (Daily), 1891-1932. 11 vols. (1 vol. labeled by liber of clerk; 9 vols. numbered 2-10). Title varies: Day Book, 1 vol., 1891-95. Journal account of receipts and expenditures of the clerk of the court, giving date of transaction, amount received or disbursed, purpose of transaction, totals, and balance. Arr. chron. by date of transaction. Hdw. 1891-95; hdw. under ptd. head 1896-1932. Aver. 300 pp. 14 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 2, 16 $\frac{1}{2}$ x 11 x 1. Basement vault.

202. FEE BOOK, 1810-19, 1854, 1856, 1865-67, 1871-73. 7 vols. (1 vol. S.H.) 6 vols., 1810-19, 1854, 1856, 1865-67, not titled. Record of fees charged in civil cases, giving date, names of plf. and deft., itemized list of charges, and total. Arr. chron. by court term. Indexed alph. by name of deft. Hdw. Aver. 330 pp. 15 x 6 x 1 $\frac{1}{2}$, 15 x 8 x 1. Hall of Records.

203. EQUITY FEE BOOK, 1868--. 5 vols. (3 vols. labeled by liber of clerk and numbered; 2 vols. not labeled). Record of fees received by the clerk in equity cases, giving no. of case, name of case, names of attorneys, itemized list of fees and costs, and total. Arr. numer. by case no. Hdw. Aver. 300 pp. 14 x 9 x 2 $\frac{1}{2}$, 15 x 11 x 3. 3 vols., 1868-1908, basement vault; 1 vol., 1909-28, record rm.; 1 vol., 1929--, clerk's office.

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Circuit Court -
Finances

204. DEEDS AND MORTGAGES, 1931--. 200 vols.

Carbon copies of receipts for payment of fees for recording conveyances of property, giving receipt no., date, name of payer, type of instrument, amount of fee, and signature of clerk. Arr. chron. by date of payment and numbered consecutively. Hdw. on ptd. form. Aver. 85 pp. $9\frac{1}{2}$ x 11 x $\frac{1}{2}$. 199 vols., 1931-December 21, 1939, basement vault; 1 vol., 1940--, clerk's office.

205. LAW AND EQUITY (Receipts), 1931--. 41 vols.

Carbon copies of receipts for payment of fees for recording instruments in law and equity, giving receipt no., date, name of payer, type of instrument, amount of fee, and signature of clerk. Arr. chron. by date of payment and numbered consecutively. Hdw. on ptd. form. Aver. 85 pp. $9\frac{1}{2}$ x 11 x $\frac{1}{2}$. 40 vols., 1931-October 13, 1939, basement vault; 1 vol., October 15, 1939--, clerk's office.

206. CONDITIONAL SALES, 1931--. 115 vols.

Carbon copies of receipts for payment of fees for recording conditional contracts of sale, giving receipt no., date, name of payer, type of instrument, amount of fee, and signature of clerk. Arr. chron. by date of payment and numbered consecutively. Hdw. on ptd. form. Aver. 85 pp. $9\frac{1}{2}$ x 11 x $\frac{1}{2}$. 114 vols., 1931-December 28, 1939, basement vault; 1 vol., 1940--, clerk's office.

207. DAY BOOK (Fees), 1866-1931. 16 vols. (4 vols. dated).

Title varies: Chattels Cash Day Book, 1 vol. 1925-31. 6 vols., 1866-1907, not titled.

Record of fees received by the clerk of the court for recording instruments pertaining to real and personal property, giving date, name of parties involved, type of instrument, and amount of fee. Contains: License for Duck Blinds, 1886-April 1899, entry 160; (Accounts with the Comptroller), 1886-1931, entry 209. Arr. chron. by date of payment. Hdw. Aver. 200 pp. 14 x $8\frac{1}{2}$ x $1\frac{1}{2}$, $15\frac{1}{2}$ x $10\frac{1}{2}$ x $1\frac{1}{2}$. 2 vols., 1866-85, Hall of Records; 14 vols., 1886-1931, basement vault.

208. LEDGER, 1931-32. 1 vol. Discontinued.

Record of gross monthly receipts for state from marriages, court and equity fees, commissions, interest, naturalization, and county levy; also contains disbursements for miscellaneous expenses, such as salaries and stationery. Arr. chron. by date of receipt. Hdw. 282 pp. (50 used) 11 x 10 x 1. Basement vault.

209. (ACCOUNTS WITH THE COMPTROLLER), 1886-1931. In Day Book (Fees), entry 207.

Record of the clerk's license accounts with the State Comptroller, giving date, no. of licenses received, types of license, amount due comptroller, amount remitted, and balance.

III. ORPHANS' COURT AND REGISTER OF WILLS

A register of wills for each county was first provided for in the Constitution of 1777.¹ The colonial officials in charge of testamentary affairs were officially abolished and replaced by orphans' courts and registers of wills in all the counties of the state.² The orphans' courts were ordered to proceed according to the laws then in force for the administration of justice in testamentary affairs, granting administrations, recovery of legacies, securing filial portions, and the distribution of intestate estates; they were to have the same jurisdiction within the several counties as the colonial commissary-general and the county courts had theretofore exercised.³ The registers of wills were to have all the power, authority, and jurisdiction that the colonial deputy commissaries had had.⁴

The first orphans' court for Anne Arundel County consisted of seven justices of the peace, specifically commissioned for the office by the Governor with the advice and consent of the Council.⁵ These justices were required to take the oaths of allegiance and fidelity to the State of Maryland and the oath of a justice of the peace.⁶ Like all other civil officers, they were required to be residents of the county for which they were appointed six months next preceding their appointment as well as to continue their residence while they served in office.⁷ And like the other justices of the peace, they held their commissions during good behavior and were removable only for misbehavior on conviction in a court of law.⁸

In 1790, the number of justices was reduced to three.⁹ They were to be "discreet and judicious persons, of wisdom and experience." The number of justices has never been changed since.¹⁰ Since 1847, the Governor, in his commissions, has designated one of the judges to be chief judge.¹¹

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1. Md. Const., 1777, art. 41.
 2. Laws 1777, February session, ch. 8, sec. 1.
 3. Ibid., sec. 2.
 4. Ibid., sec. 4.
 5. Ibid., sec. 2.
 6. Ibid., sec. 3.
 7. Md. Const., 1777, art. 46.
 8. Ibid., art. 40.
 9. Laws 1790, ch. 58; 1791, ch. 76, sec. 2; 1794, ch. 71; 1798, ch. 101, subch. 15, sec. 1.
 10. Md. Const., 1851, art. IV, sec. 17; 1864, art. IV, sec. 43; 1867, art. IV, sec. 40.
 11. Laws 1847, ch. 294; 1892, ch. 137, sec. 227A.

(Next entry 210, p. 133)

Orphans' Court and
Register of Wills

Election of the judges of the orphans' court was first provided for in 1851.¹² In the same year, the term of office, which had been limited to seven years in 1836,¹³ was further limited to four years.¹⁴ The Constitution of 1864 extended the term to six years.¹⁵ The present Constitution, adopted in 1867, provides for a four-year term.¹⁶ The only qualifications for the office since 1851 have been citizenship of the State of Maryland and a residence of twelve months in the county.¹⁷

Until 1796, the judges of the orphans' court received the same compensation as the justices of the county court for each day they served. The per diem allowance varied from 15s. in 1777 to 22s. 6d. in 1778, 16 in 1779 and 100 pounds of tobacco in 1780.¹⁸ In 1791, each justice of the orphans' court received 10s. each day he attended the sessions of the court.¹⁹ This was changed to two dollars in 1796,²⁰ and increased to three dollars for Anne Arundel County orphans' court in 1818.²¹ A general law increased the daily compensation to four dollars in 1865.²² Local laws for Anne Arundel County raised this figure from four to six dollars.²³ The judges now also receive five cents a mile travel allowance.²⁴

The law establishing orphans' courts provided six sessions a year, on the second Tuesdays of June, August, October, December, February, and April, or oftener.²⁵ Not less than three justices were necessary to hold court.²⁶ In 1791, the minimum number of justices for holding court was reduced to two.²⁷ Twelve sessions or more a year, one on the third Monday

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12. Md. Const., 1851, art. IV, sec. 17.
 13. Laws 1836, ch. 224, sec. 1.
 14. Md. Const., 1851, art. IV, sec. 17.
 15. Md. Const., 1864, art. IV, sec. 43.
 16. Md. Const., 1867, art. IV, sec. 40.
 17. Md. Const., 1851, art. IV, sec. 17; 1864, art. IV, sec. 43; 1867, art. IV, sec. 40.
 18. Laws 1777, October session, ch. 18; 1778, October session, ch. 18; 1779, November Session, ch. 40; 1780, March session, ch. 29, October session, ch. 18.
 19. Laws 1791, ch. 56, sec. 2.
 20. Laws 1796, ch. 40, sec. 2; 1798, ch. 71.
 21. Laws 1818, ch. 182; 1852, ch. 290, sec. 1.
 22. Laws 1865, ch. 169, sec. 2; (local) 1892, ch. 95, sec. 186; 1902, ch. 109.
 23. Laws 1920, ch. 383;
 24. See notes 22 and 23.
 25. Laws 1777, February session, ch. 8, sec. 3; 1798, ch. 101, subch. 15, sec. 8.
 26. Laws 1777, February session, ch. 8, sec. 2.
 27. Laws 1791, ch. 76, sec. 2.

of every month and at each term of the county court, were prescribed for the orphans' court of Anne Arundel County in 1828.²⁸ The number of sessions has been increased in the course of time. At present, the court meets on Tuesday of each week in the year.²⁹

The Jurisdiction of the orphans' court has changed very little since 1798, when a comprehensive codification of all testamentary laws was made; nearly all the court's present-day powers and duties date from that year.³⁰

The orphans' court has full power to take probate of wills, grant letters testamentary and of administration, direct the conduct and accounting of executors and administrators, superintend the distribution of estates of intestates, secure the rights of orphans and legatees, and administer justice in all matters relating to the affairs of deceased persons. The court also has full power, authority, and jurisdiction to hear and decree on all accounts, claims, and demands existing between wards and their guardians and between legatees and executors and administrators; it may enforce obedience to and execution of its decrees in the same ample manner as courts of equity. It may remove guardians for cause. It can issue summonses for any persons whose appearance in court it considers necessary. It has the power to arbitrate between a claimant and an executor and administrator, if both parties give their consent in writing.³¹ In 1865, the orphans' court was given concurrent jurisdiction with the circuit courts sitting in equity so as to authorize the sale of the real estate of intestates, where the appraised value did not exceed \$2,500.³²

The orphans' court also had jurisdiction in all matters pertaining to masters and apprentices until 1927.³³ It could bind out orphans and supervise their education and maintenance.³⁴

Parties deeming themselves aggrieved by any decree, order, decision, or judgment of the orphans' court may appeal to the court of appeals.³⁵ However, if the contending parties agree in writing, the appeal may be made to the circuit court, whose decision is final.³⁶

28. Laws 1828, ch. 12, sec. 2; 1829, ch. 43.

29. Laws 1892, ch. 95; 1902, ch. 109.

30. See Laws 1798, ch. 101.

31. F.G.L., 1939, art. 93, sec. 243-271.

32. Laws 1865, ch. 162, sec. 3; 1866, ch. 81.

33. Laws 1793, ch. 45; 1842, ch. 25; 1847, ch. 163; 1927, ch. 186.

34. *Ibid.*

35. Laws 1818, ch. 204, sec. 1.

36. *Ibid.*, sec. 2.

The register of wills has always been the clerical agent of the orphans' court. The first constitution of Maryland provided that he be appointed by the Governor on the joint recommendation of the Senate and House of Delegates.³⁷ He was to hold his commission during good behavior and was removable only for misbehavior on conviction in a court of law.³⁸ In 1836, the register's term was limited to seven years.³⁹ The constitution of 1851 reduced the term further to six years and first made the office elective.⁴⁰ No further changes were made until 1922, when the term of office was fixed at four years by the quadrennial election law.⁴¹

The bond for the register of wills was set in 1777 at \$10,000⁴² and was not changed until 1861, when it was reduced to \$7,000.⁴³ The register must renew his bond every two years.⁴⁴

The register of wills has always depended entirely on fees for payment. His fees were regulated by acts of 1779, 1793, and 1826.⁴⁵ The list of fees was changed in 1852 and has remained the same ever since.⁴⁶

The register also receives a commission of ten percent from the State for his collection and remittal of the inheritance tax as well as a commission of twenty-five percent on all taxes on official commissions and all executors' commissions.⁴⁷

The total annual compensation of the register was unlimited until 1853. In that year, he was required to remit to the state treasury all sums of money collected in any one year above \$2,500, after all necessary expenses had been deducted.⁴⁸ The limit was fixed at \$3,000 in 1867.⁴⁹

37. Md. Const., 1777, art. 41.

38. *Ibid.*, art. 40.

39. Laws 1836, ch. 224; 1837, ch. 160.

40. Md. Const., 1851, art. IV, sec. 18.

41. Laws 1922, ch. 227.

42. Laws 1777, February session, ch. 8.

43. Laws 1861, ch. 83.

44. Laws 1823, ch. 195, sec. 1; 1825, ch. 208, sec. 5; 1840, ch. 52.

45. Laws 1779, ch. 25; 1793, ch. 45, sec. 4-6; 1826, ch. 247.

46. Laws 1852, ch. 308, sec. 2; P.G.L., 1939, art. 36, sec. 29.

47. Laws 1845, ch. 71, sec. 3; 1847, ch. 222, sec. 12; 1862, ch. 157; 1868, ch. 196, 1874, ch. 483, sec. 135; 1892, ch. 564; 1908, ch. 695; 1929, ch. 226, sec. 131; 1935, ch. 90, sec. 131; 1936, special session, ch. 107.

48. Laws 1853, ch. 444, sec. 1.

49. Md. Const., 1867, art. III, sec. 45.

Since 1935, any register of wills whose fees did not amount to \$3,000 in any one year has received payment from the county commissioners for the necessary overhead expenses of his office.⁵⁰

The duties and powers of the register of wills, like those of the orphans' court, have changed very little in the course of time. The register, in general, is required to attend all meetings of the orphans' court and keep a record of its proceedings. He makes out and issues every summons, process, and order of the court, and in every respect is to the orphans' court what the clerk of the court is to the circuit court.⁵¹ Since 1816, he has been authorized to take probate of accounts against estates for passage or settlement.⁵²

In the recess of the court, the register is empowered to pass any account against an estate where the amount of the account or claim does not exceed the sum of fifty dollars,⁵³ to receive inventories and accounts of sales, examine vouchers, state guardians' and administrators' accounts subject to review of and final passage or rejection by the courts,⁵⁴ and take probate of wills and grant letters testamentary or of administration.⁵⁵

Besides a record of all proceedings of the court, the register is also required to keep every original paper and record thereof.⁵⁶ An index to these papers as well as to the proceedings of the court has also been required.⁵⁷

The register must "make a fair record in a strong bound book or books" of all wills proved before him or the court, or authenticated according to law, and of all other matters by law directed to be recorded in the court or in his office.⁵⁸ Since 1831, he also has been required to preserve all original wills.⁵⁹ Provision has been made for the custody by the register of wills, of wills of persons not dead.⁶⁰ An index to wills of Anne Arundel County from 1777 on was required by law in 1874.⁶¹

50. Laws 1935, ch. 113.

51. Laws 1798, ch. 101, subch. 15, sec. 9; P.G.L., 1939, art. 93, sec. 275.

52. Laws 1816, ch. 203, sec. 6.

53. Laws 1802, ch. 101, sec. 4; 1854, ch. 86, sec. 1.

54. Laws 1816, ch. 203, sec. 5;

55. Laws 1818, ch. 217, sec. 4; 1831, ch. 315, sec. 1.

56. Laws 1798, ch. 101, subch. 15, sec. 10.

57. Laws 1880, ch. 430.

58. Laws 1798, ch. 101, subch. 15, sec. 9.

59. Laws 1831, ch. 315, sec. 16.

60. Laws 1864, ch. 157.

61. Laws 1874, ch. 381.

(Next entry 210, p. 133)

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The most inclusive of the testamentary records required by law is the estate docket, "showing the grant of letters testamentary or of administration and a short entry of every paper or proceedings filed in the orphans' court... and every order of court or register setting forth the nature of such paper or proceedings, with the proper reference to the place of recording the same, similar in every respect to the dockets as now required by law to be kept in the several offices of the equity courts of this state, and in addition to any books or dockets now required by law to be kept..."⁶²

Other records that the register is required by law to keep include: administrators' and executors' bonds,⁶³ administrators' accounts,⁶⁴ oaths of executors and administrators,⁶⁵ claims passed by the orphans' court,⁶⁶ certificates of publication of notices to creditors,⁶⁷ inventories of estates,⁶⁸ releases to administrators, executors, and guardians,⁶⁹ and guardians' bonds⁷⁰ and accounts.⁷¹

An index to the volumes containing inventories, sales, and guardian accounts was provided for by law in 1890.⁷²

The register was also required to keep a record of all certificates of freedom issued to slaves who were manumitted by will.⁷³ Until 1927, he also recorded indentures of apprenticeship.⁷⁴ Executors and administrators are required to file with the register of wills an inventory

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62. Laws 1908, ch. 34.
 63. Laws 1798, ch. 101, subch. 3; sec. 1,10,11; 1882, ch. 365; 1910, ch. 580.
 64. Laws 1798, ch. 101, subch. 8, sec. 1, subch. 10, sec. 3; 1831, ch. 315, sec. 3.
 65. Laws 1798, ch. 101, subch. 3, sec. 12; 1844, ch. 184, sec. 5, ch. 237, sec. 6; 1847, ch. 230.
 66. Laws 1854, ch. 86, sec. 1; 1862, ch. 142.
 67. Laws 1846, ch. 147, sec. 1; 1914, ch. 624.
 68. Laws 1798, ch. 101, subch. 6, sec. 1,6,8.
 69. Laws 1809, ch. 168, sec. 1,2; 1829, ch. 216, sec. 7; 1831, ch. 305, sec. 3-5.
 70. Laws 1798, ch. 101, subch. 12, sec. 4; 1831, ch. 315, sec. 11; 1920, ch. 109.
 71. Laws 1827, ch. 210.
 72. Laws 1890, ch. 456.
 73. Laws 1805, ch. 66, sec. 2.
 74. Laws 1793, ch. 45; 1927, ch. 186.

of the estate, so that the inheritance tax thereon may be calculated.⁷⁵

The register of wills must keep, in order to submit to the State Comptroller, a full and accurate account of all his fees, emoluments, and receipts, and of all the expenses of his office.⁷⁶

In addition to all the testamentary records of the orphans' court of Anne Arundel County, many Maryland colonial testamentary records were for a long time in the custody of the register of wills for Anne Arundel County.⁷⁷ These records were in 1904 transferred to the Commissioner of the Land Office.⁷⁸ Recently they have been put in the custody of the Hall of Records. Testamentary records of Anne Arundel County before the Revolution may be consulted there.

The records of the orphans' court of Anne Arundel County are divided between the county courthouse and the Hall of Records. The dividing date is roughly 1820; those from 1820 to date are in the record room, office, and vault of the register of wills; those from 1777 to 1820, in the Hall of Records.

Court Proceedings

210. PROCEEDINGS OF ORPHANS COURT, 1784, 1787---. 37 vols. (dated; 13 vols. also numbered under liber of successive registers). Title varies: Court Proceedings, 2 vols., 1787-1806; Record of Proceedings, 6 vols., 1809-1921. 1 vol., 1923-27, not titled. 1782-84 in Petitions, Renunciations and Orders, entry 218.

Record of proceedings of the orphans' court, giving date of session, names of judges present, and business transacted. Contains: Estate Papers Filed, 1787-91, entry 213. Arr. chron. by date of session. 12 vols., 1882---, indexed alph. by name of deceased. Hdw. 1784-July 1919; typed August 1919---. Aver. 275 pp. 11 x 8 x 1, 13 x 12 x 2. 6 vols., 1734, 1787-June 1820, Hall of Records; 30 vols., July 1820-1936, record rm.; 1 vol., 1937---, office.

211. CONTINUOUS DOCKET, 1791-1820, 1826-31, 1834-35, 1843-44, 1863-78. 14 vols. (6 vols. dated). Title varies: Docket, 5 vols., 1791-1820, 1829-30; Executors Docket and Guardians

75. Laws 1929, ch. 226, sec. 113.

76. See Laws 1853, ch. 444, sec. 23; 1862, ch. 269; Md. Const., 1867, art. XV, sec. 1; 1931, ch. 426; 1935, ch. 113.

77. See Laws 1834, ch. 147; 1874, ch. 381; 1894, ch. 441.

78. Report of the Public Records Commission of Maryland, p. 141.

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Docket, 1 vol., 1863-67. 7 vols., 1826-28, 1830-31, 1834-35, 1843-44,
not titled.

Docket record of estates settled at each term of court, including passing of accounts and attachments and summonses to appear before the court, giving case no., names of estate and executor or administrator, dates of passing of accounts, and dates summonses and attachments issued. Arr. numer. by case no. Hdw. Aver. 275 pp. 16 x 10 $\frac{1}{2}$ x $\frac{1}{2}$, 17 x 10 $\frac{1}{2}$ x 2 $\frac{1}{2}$. 2 vols., 1791-1819, Hall of Records; 12 vols., 1820, 1826-31, 1834-35, 1843-44, 1863-78, vault.

212. SUMMONS & CITATIONS, 1865-99. 2 vols. (225). 1 vol., 1865-80,
not titled.

Brief record of summonses to executors, administrators and guardians to appear in orphans' court, giving date, names of persons summoned, name of deceased, date returnable, and date returned. Arr. chron. by date of summons. Indexed alph. by name of deceased or ward. Hdw. Aver. 200 pp. 13 x 8 x $\frac{1}{2}$, 18 x 11 x 1. 1 vol., 1865-80, vault; 1 vol., 1881-99, record rm.

213. (ESTATE PAPERS FILED), 1787-91. In Proceedings of Orphans
Court, entry 210.

Returns of all papers filed in the settlement of estates, giving date, name of estate, name of administrator, executor or guardian, and nature of document filed.

214. TEST BOOK, 1884---. 6 vols. (numbered 248-249, 251-254 and under
liber of successive registers; 3 vols. also dated).

Oaths of executors, administrators, guardians, and trustees, giving name of estate, copy of oath, date, signature of person taking oath, address, and certification of the register. Arr. chron. by date of oath. Indexed alph. by name of estate. Hdw. 1884-89; hdw. on ptd. form 1890---. Aver. 295 pp. 16 x 10 x 1. Record rm.

Administration of Estates

215. ADMINISTRATION DOCKET, 1787---. 10 vols. (dated; also numbered
231-240 and under liber of successive registers).

Record of proceedings in the settlement of estates, giving case no., names of estate, executor or administrator and sureties, dates of various proceedings, and liber and folio where recorded. Arr. chron. by date of proceedings within estate. Indexed alph. by name of deceased. Hdw. 1787-1870, 1890-1910; hdw. under ptd. head 1872-90, 1909---. Aver. 400 pp. 18 x 11 x 1 $\frac{1}{2}$. 1 vol., 1787-1820, Hall of Records; 9 vols., 1820---, record rm.

216. EXRS (Executors), 1820-72. 1 vol., (T.H.H. and T.T.S.).

Brief record of proceedings in the settlement of estates, giving date letters granted, names of decedent, executor, administrator and securities, amount of bond, inventories returned, date of probate, names of appraisers, amount, lists of sperate and desperate debts, no. and date

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of accounts filed, and date of final settlement. Arr. chron. by date letters granted. Hdw. 200 pp. 18 $\frac{1}{2}$ x 11 x 1. Vault.

217. (ADMINISTRATION PAPERS), 1777--. Est. 80,000 papers cases in 212 f.d., 132 boxes (87 f.d. dated; 125 f.d. labeled by nos. of estates contained).

Original papers in administration proceedings, recorded in Administration Docket, entry 215. Arr. chron. by date filed. Hdw.; typed. F.d. 10 x 5 x 15; boxes, 17 x 21 x 3. 132 boxes, 1777-1820, Hall of Records; 56 f.d., 1821-51, vault; 156 f.d., 1851--, office.

218. PETITIONS, RENUNCIATIONS AND ORDERS, 1782-84, 1809--. 19 vols. (numbered under libers of successive registers; 11 vols. also dated; 13 vols. also numbered 177, 179-189, 195). Title varies: Releases and Petitions, 1 vol., 1782-84, 1809-19; Orders & Petitions, 5 vols., 1814-60, 1895-1901; Orders & Petitions Notice to Creditors, 2 vols., 1830-74, 1886-95.

Copies of petitions to and orders of the orphans' court in settlement of estates, including the appointment of administrators, guardians and appraisers, the division of property, and the valuation of estates. Contains: Orphans' Court Proceedings, 1782-84, entry 210; Notice to Creditors, 1853-May 19, 1890, entry 224; Orders of Sale of Personality, 1853-55, entry 231; Renunciations, 1820--, entry 219. Arr. chron. by date of recording. Indexed alph. by name of deceased, ward, or petitioner. Hdw. 1782-October 23, 1933; typed October 24, 1933--. Aver. 500 pp. 18 x 10 x 2, 19 x 11 $\frac{1}{2}$ x 2. 3 vols., 1782-84, 1809-40, Hall of Records; 15 vols., 1840-1936, record rm.; 1 vol., 1937--, office.

219. (RENUNCIATIONS), 1777--. 1777-1820 in Wills, entry 237; 1820-- in Petitions, Renunciations and Orders, entry 218.

Record of renunciations of the right to administer an estate or to serve as guardian, giving name of estate, reason for renunciation, approval of such action by the heirs, names of administrator and guardian appointed, and dates letters of administration granted, guardian appointed, bonds acceptable and goods and chattels committed to administrator. Separate index, 1777-1820, entry 236.

220. ADMINISTRATORS AND EXECUTORS BOND, 1780--. 22 vols. (numbered 147-168 and under liber of successive registers; 20 vols. also dated). Title varies: Guard Bond, 5 vols., 1780-85, 1792-96, 1807-20; Admr's Bond, 9 vols., 1785-92, 1796-1807, 1820-86.

Copies of bonds of executors and administrators, giving names of person bonded and sureties, amount of bond, conditions and obligations, name of deceased, signatures of sureties, dates of approval and recording, and signature of register. Contains: Guardian Bonds, 1780-1820, entry 245. Arr. chron. by date of recording. 12 vols., 1820-26, 1828--, indexed alph. by name of deceased. Also separate index 1787-1820, entry 236. Hdw. 1820-88; hdw. on ptd. form 1889--. Aver. 400 pp. 16 x 10 x 1, 18 x 11 x 1. 9 vols., 1780-1820, Hall of Records; 12 vols., 1820-1935, record rm.; 1 vol., 1935--, office.

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221. INVENTORY, 1777--. 42 vols. (dated; also numbered 51-89 and under liber of successive registers). Title varies: List of Debts, 1 vol., 1790-92; Account of Sales, 2 vols., 1792-95, 1865-68; Inventories and Sales, 5 vols., 1869-91.
Copies of inventories of estates filed by executors and administrators, giving date, name of estate, itemized list of property with values, oath of executor or administrator, date of oath, signature of register, and certification and signatures of appraisers. Contains: Account of Sales, 1783-1887, entry 232; Inventory of Debts, 1777-1889, entry 225. Arr. chron. by date of oath of executor or administrator. 37 vols., 1777-79, 1787-1813, 1818--, indexed alph. by name of deceased. Also separate indexes 1777-1893, entries 222, 223, 236. Hdw. 1777-May 1936; typed June 1936--. Aver. 550 pp. 15 x 6 $\frac{1}{2}$ x 2, 19 x 12 x 2 $\frac{1}{2}$. 14 vols., 1777-1821, Hall of Records; 27 vols., 1821-May 1936, record rm.; 1 vol., June 1936--, office.
222. GENERAL INDEX TO INVENTORIES, 1777-1893. 1 vol. (From 1777 to).
Arr. alph. by name of decedent, giving date passed, and liber and folio where recorded. Hdw. 200 pp. 18 x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Hall of Records.
223. GENERAL INDEX TO INVENTORIES AND SALES, 1780-1893. 1 vol. (From 1777 to).
Arr. alph. by name of decedent, giving date passed, and liber and folio where recorded. Hdw. 200 pp. 18 x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Hall of Records.
224. NOTICE TO CREDITORS, 1890--. 10 vols. (9 vols. numbered 250-257 and under liber of successive registers; 8 vols. also dated). 1 vol., 1893-1924, subtitled Reports of Administrators and Executors. 1821-52 in Orders of Sales of Personality, entry 231; 1853-May 19, 1890 in Petitions, Renunciations and Orders, entry 218.
Record of orders of the orphans' court to publish notice to creditors, giving date, names of deceased and executor or administrator, signatures of judges of the orphans' court, dates of publication, and newspaper in which advertised. Arr. chron. by date of order. Indexed alph. by name of deceased. Hdw. on ptd. form. Aver. 250 pp. 12 x 7 x 1, 13 $\frac{1}{2}$ x 8 x $\frac{1}{2}$. 9 vols., 1890-1938, record rm.; 1 vol., 1939--, office.
225. INVENTORY OF DEBTS, 1890--. 1 vol. (255, W.F.P. No. 1, 1890 to). 1777-1889 in Inventory, entry 221.
Copies of lists of sperate, doubtful, and desperate debts filed by executors and administrators, giving date, names of estate, executor or administrator and creditors, itemized list of debts, oath of executor or administrator, certification of register, and date of recording. Arr. chron. by date of recording. Indexed alph. by name of deceased. Hdw. under ptd. head. 300 pp. 19 x 12 x 1 $\frac{1}{2}$. Record rm.
226. ADMINISTRATORS AND EXECUTORS ACCOUNTS AND DISTRIBUTIONS, 1777--. 34 vols. (numbered 58, 86-119 and under liber of successive registers; 31 vols. also dated).
Copies of reports of executors and administrators for first, subsequent,

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and final accounts, giving names of deceased and executor or administrator, inventory of estate, receipts and expenditures, bills and receipts, balance, notarization, signatures of judges of the orphans' court, and date of approval, filing and recording. Contains: Distributions, 1888--, entry 233; Dividends, 1888--, entry 234. Arr. chron. by date of recording. 28 vols., 1781-87, 1792-97, 1815--, indexed alph. by name of deceased. Also separate indexes 1780-1893, entries 227, 236. Hdw. 1777-1935; typed 1936--. Aver. 585 pp. 15 x 9 $\frac{1}{2}$ x 2, 19 x 12 x 2 $\frac{1}{2}$. 12 vols., 1777-1821, Hall of Records; 21 vols., 1821-1935, record rm.; 1 vol., 1936--, office.

227. GENERAL INDEX TO ADMINISTRATION AND EXECUTORS ACCOUNTS, 1797-1893. 1 vol. (From 1777 to 188--).

Arr. alph. by name of decedent, giving account no., date passed and liber and folio where recorded. Hdw. 200 pp. 18 x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Hall of Records.

228. VOUCHER DOCKET (Claims), 1860--. 4 vols. (dated and numbered under liber of successive registers).

Record of claims filed against estates, giving name of estate, date, names of creditors, character of the claim, and amount of claim. 1 vol., 1860-77, arr. alph. by name of deceased; 3 vols., 1878--, arr. chron. by date of recording. 3 vols., 1878--, indexed alph. by name of deceased. Hdw. under ptd. head. Aver. 350 pp. 13 x 10 x 1. Record rm.

229. LAND RECORD, 1866--. 3 vols. (dated; also numbered 209-211 and under liber of successive registers).

Transcript of proceedings in the sales of land, giving name of estate, answers of the defts., order of sale, sale contract, report of sale with acknowledgment, description of land, order nisi, ratification by orphans' court, publisher's certificate, final ratification by orphans' court, and date of recording. Arr. chron. by date of recording. Indexed alph. by name of deceased. Hdw. 1866-1937; typed 1938--. Aver. 600 pp. 18 x 11 $\frac{1}{2}$ x 2. 2 vols., 1866-1937, record rm.; 1 vol., 1938--, office.

230. EQUITY DOCKET, 1866, 1885. 2 vols. (1 vol. numbered 242).
Discontinued.

Brief record of proceedings in the sale of land, giving case no., names of attorney and deceased, dates, petitions and exhibits filed, summonses issued, testimony taken, decree of sale, report of sale, publisher's certificate, and final ratification. Arr. numer. by case no. Hdw. Aver. 200 pp. 16 $\frac{1}{2}$ x 11 x 1, 18 x 11 $\frac{1}{2}$ x 1. Record rm.

231. ORDERS OF SALE OF PERSONALTY, 1821-52, 1856-82, 1890--. 7 vols. (dated and numbered under liber of successive registers; 5 vols. also numbered 177, 190, 191, 195, 196). Title varies: Orders and Petitions, 1 vol., 1828-38; Orders of Sales, 3 vols., 1821-28, 1839-52, 1856-82). 1853-55 in Petitions, Renunciations and Orders, entry 218.

Copies of orders of orphans' court for sale of personal property, giving date, names of executor or administrator and deceased, terms of sale, signatures of judges of orphans' court, and date of recording. Contains:

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Notice to Creditors, 1821-52, entry 224. Arr. chron. by date of recording. Indexed alph. by name of deceased. Hdw. 1821-52, 1856-82; hdw. on ptd. form 1890--. Aver. 400 pp. $11\frac{1}{2} \times 10\frac{1}{2} \times 1$, $17 \times 11 \times 1$. 1 vol., 1821-28, Hall of Records; 5 vols., 1828-52, 1856-82, 1890-1924, record rm.; 1 vol., 1925--, office.

232. ACCOUNT OF SALES, 1888--. 4 vols. (numbered 79 $\frac{1}{2}$, 81-83 and under liber of successive registers). 1783-1887 in Inventory, entry 221.

Copies of reports of sales of personal property by executors and administrators, giving name of estate, date of sale, list of items sold, names of purchasers, amount paid, total cash received, certification of auctioneer, oath of executor or administrator, certification of register, date filed and ratified, and signatures of judges of orphans' court. Arr. chron. by date of filing and ratification. Indexed alph. by name of deceased. Hdw. Aver. 576 pp. $19 \times 12 \times 2\frac{1}{2}$. Record rm.

233. DISTRIBUTIONS, 1787-1887. 6 vols. (dated and numbered under liber of successive registers; 5 vols. also numbered 136-139, 141). 1888-- in Administrators and Executors Accounts and Distributions, entry 226.

Copies of reports of distribution of estate to heirs and legatees, giving date of filing, names of deceased and executor or administrator, itemized list of funds distributed to each heir and legatee, and signatures of register and judges of the orphans' court. Contains: Dividends, 1787-1887, entry 234. Arr. chron. by date of recording. Indexed alph. by name of deceased. Hdw. Aver. 305 pp. $13 \times 8 \times 1$, $18 \times 11\frac{1}{2} \times 1$. 3 vols., 1787-1820, Hall of Records; 3 vols., 1820-87, record rm.

234. (DIVIDENDS), 1787--. 1787-1887 in Distributions, entry 233; 1888-- in Administrators and Executors Accounts and Distributions, entry 226.

Record of distributions in insolvent estates, giving names of deceased, executor or administrator and creditors, character and amount of claims, and proportionate amount paid to each creditor.

235. RECEIPTS AND RELEASES, 1826--. 12 vols. (dated; also numbered 198-209 and under liber of register). Title varies: Receipts, 3 vols., 1826-56. 1793-1826 in Indentures, entry 263.

Copies of releases of executors, administrators, and guardians, with receipts from heirs, wards, and others for money and property received, giving names of payee and executor, administrator or guardian, amount of money or property received, date of release, notarization, and signatures of payee and witness. Arr. chron. by date of release. 5 vols., 1826-88, indexed alph. by name of payee; 7 vols., 1889--, indexed alph. by name of deceased. Hdw. 1826-88, August 1927-August 1936; hdw. on ptd. form 1889-August 1927; typed July 1936--. Aver. 434 pp. $15 \times 10 \times 1$, $19 \times 12 \times 2$. 11 vols., 1826-August 1936, record rm.; 1 vol., July 1936--, office.

Wills

236. GENERAL INDEX, 1777-1820. 1 vol. (1777 to 1820).
Index to wills 1777-1820, entry 237; renunciations 1777-1820, entry 219; bonds 1787-1820, entry 220; inventories, accounts of sales and debts 1787-1820, entry 221; administrators' and executors' accounts 1780-1820, entry 226; arr. alph. by name of decedent or ward within volumes where recorded, giving type of instrument and folio no. Hdw. 200 pp. 15 x 10 x 1 $\frac{1}{2}$. Hall of Records.
237. WILLS, 1777--. 21 vols. (dated; also numbered 33-52 and under liber of successive registers).
Copies of wills and codicils of deceased residents of Anne Arundel County and certified copies of wills and codicils of nonresident property owners, giving date, terms of will or codicil, signatures of witnesses, certification by executor that no other will exists, certification of witnesses, probate of court, and date of recording. Contains: Renunciations, 1777-1820, entry 219. Arr. chron. by date of recording. Indexed alph. by name of deceased. Also separate indexes, entries 189, 236, 238, 239. Hdw. 1777-1930; typed 1931--. Aver. 500 pp. 15 x 10 x 1, 18 x 12 x 3. 6 vols., 1777-1820, Hall of Records; 14 vols., 1817-1935, record rm.; 1 vol., 1935--., office.
238. INDEX TO WILLS, 1777--. 2 vols. (dated).
Arr. alph. by name of decedent within year, giving liber, vol., and folio. Hdw. under ptd. head. Aver. 100 pp. 17 x 7 x 1 $\frac{1}{2}$. Record rm.
239. INDEX TO WILLS, 1777-1893. 1 vol. (dated).
Arr. alph. by name of decedent within year, giving liber, vol., and folio. Hdw. under ptd. head. 134 pp. 11 x 9 $\frac{1}{2}$ x 1. Hall of Records.
240. (WILLS), 1777--. Est. 6,500 wills in 28 f.d., 30 f.b.
(19 f.d. dated; 9 f.d. labeled by no. of estate contained).
Original wills of county residents and certified copies of wills from other jurisdictions, recorded in Wills, entry 237. Arr. chron. by date filed. Hdw.; typed. F.d. 10 x 5 x 15; f.b. 17 x 21 x 3. 30 f.b., 1777-1820, Hall of Records; 28 f.d., 1821--., vault.
241. RECORD OF DEPOSITED WILLS, 1894--. 1 vol. (R.B.No. 1).
Record of wills deposited with register, giving date deposited, name of testator, by whom deposited, and by whom withdrawn. Arr. chron. by date deposited. Indexed alph. by name of testator. Hdw. under ptd. head. 200 pp. 16 x 10 x 1. Vault.
242. WILLS FOR CUSTODY, 1894--. 1 f.d. Confidential.
Original wills deposited with register for safekeeping, recorded in Record of Deposited Wills, entry 241. Arr. chron. by date deposited. 6 x 12 x 20. Vault.

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of Wills - Guardianships

Guardianships

243. GUARDIAN BOND & DOCKET, 1791--. 5 vols. (4 vols. numbered 235-238; 3 vols. also numbered under liber of successive registers; 3 vols. also dated). Title varies: List of Guardians, 1 vol., 1791-1820; Guardian Docket, 2 vols., 1820-90.

Record of proceedings in guardianships, giving date, names of ward, guardian and securities, amount of bond, and dates of first to final accounts. Contains: Guardian Bonds, 1891--, entry 245. Arr. chron. by date of accounts within estate. Indexed alph. by name of ward. Docket, hdw.; bonds 1891--, hdw. on ptd. form. Aver. 310 pp. 17 x 10 $\frac{1}{2}$ x 1, 19 x 11 x 1. 1 vol., 1791-1820, Hall of Records; 3 vols., 1820-1918, record rm.; 1 vol., 1919--, office.

244. GUARDIAN DOCKET, 1820-79. 2 vols. (1 vol. not labeled; 1 vol. dated). 1 vol., 1820-54, not titled. Discontinued.

Record of proceedings in guardianships, giving name of register, date of guardianship, names of ward, guardian and securities, amount of bond, and no. and date of account. Arr. chron. by date of guardianship. 1 vol., 1851-79, indexed alph. by name of ward. Hdw. Aver. 175 pp. 19 x 11 $\frac{1}{2}$ x 1. Vault.

245. GUARD (Guardian) BOND, 1820-91. 4 vols. (dated; also numbered 168-171 and under liber of successive registers). 1780-1820 in Administrators and Executors Bond, entry 220; 1891-- in Guardian Bond & Docket, entry 243.

Copies of bonds of guardians, giving names of deceased, wards and guardian, amount of bond, terms of bond, names of sureties, date of approval by the orphans' court, date of recording, and signature of register. Arr. chron. by date of recording. Indexed alph. by name of ward. Hdw. Aver. 280 pp. 17 x 11 x 1. Record rm.

246. GUARDIAN ACCOUNTS, 1791--. 18 vols. (dated and numbered 116-133 and under liber of successive registers).

Copies of accounts submitted by guardians, giving names of guardian and ward, account no., date passed, itemized list of receipts and expenditures, balance, certification of register, date of oath, signature of guardian, ratification of judges of orphans' court, date of recording, and signatures of judges. Arr. chron. by date of recording. 13 vols., 1820--, indexed alph. by name of ward. Also separate index 1791-1893, entry 247. Hdw. 1791-May 1928; typed September 1928--. Aver. 522 pp. 14 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 2, 19 x 11 $\frac{1}{2}$ x 2 $\frac{1}{2}$. 6 vols., 1791-1824, Hall of Records; 11 vols., 1821-May 1928, record rm.; 1 vol., September 1928--, office.

247. GENERAL INDEX TO GUARDIANS ACCOUNTS, 1791-1893. 1 vol.

Arr. alph. by name of ward, giving account no., date passed, and liber and folio where recorded. Hdw. 200 pp. 18 x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Hall of Records.

248. (GUARDIANSHIP PAPERS), 1882-91, 1919--. Est. 1,200 papers in 7 f.d., 8 bundles. (7 f.d. dated; 8 bundles labeled by nos. of estates contained).

Original papers in guardianship proceedings. Contains: Guardian Bonds, 1882-91, 1919--, entry 250; Guardian Applications and Accounts, 1882-91, 1932--, entry 249; Guardian Accounts, 1882-91, 1932--, entry 251; Petitions and Releases (Guardianships), 1882-91, 1919--, entry 252. Arr. chron. by date of filing. Hdw. and typed. 10 x 5 x 15. Vault.

249. GUARDIAN APPLICATIONS AND ACCOUNTS, 1891-1932. Est. 1,100 papers in 2 f.d. (1 f.d. dated). Title varies: Applications and Guardian Bonds, 1 f.d., 1891-1911. 1882-91, 1932-- in Guardianship Papers, entry 248.

Original applications for appointment as guardian. Contains: Guardian Accounts, 1925-32, entry 251; Guardian Bonds, 1891-1919, entry 250. Arr. chron. by date of filing. Hdw.; typed. 10 x 5 x 15. Record rm.

250. (GUARDIAN BONDS), 1882--. 1882-91, 1919-- in Guardianship Papers, entry 248; 1891-1919 in Guardian Applications and Accounts, entry 249.

Original bonds executed by guardians, recorded in Guard (Guardian) Bond, entry 245. Arr. chron. by date of filing within each case. Hdw.; typed.

251. GUARDIAN ACCOUNTS, 1891-1924. Est. 800 papers in 2 f.d. (dated). 1882-91, 1932-- in Guardianship Papers, entry 248; 1925-32 in Guardian Applications and Accounts, entry 249.

Original accounts filed by guardians, recorded in Guardian Accounts, entry 246. Arr. chron. by date of filing. Hdw. and typed. 10 x 5 x 15. Record rm.

252. PETITIONS AND RELEASES (Guardianships), 1891-1916. Est. 900 papers in 2 f.d. (dated). Title varies: Guardian Releases and Petitions, 1 f.d., 1891-1906. 1882-91, 1919-- in Guardianship Papers, entry 248.

Original petitions and releases in guardianships, recorded in Receipts and Releases, entry 235. Arr. chron. by date of filing. Hdw. and typed. 10 x 5 x 15. Record rm.

Finances

253. (ESTATE COSTS), 1939--. Est. 700 cards in 2 f.d. (1 f.d. labeled Open; 1 f.d. labeled Closed).

Card record of costs charged to estates, giving estate no., date, vol. and folio in Administration Docket, entry 215, names of decedent and executor or administrator, date of death, amount of fees, taxes on commissions and collateral inheritance, name of attorney, and date paid. 1 f.d. open cases arr. alph. by name of decedent; 1 f.d. closed cases arr.

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chron. by date closed. Hdw. 6 x 5 x 18. Office

254. LEDGER, 1919-34. 2 vols.

Account of fees and costs charged to estates, giving name of estate, date, purpose and amount of fee, and date paid. Arr. chron. by date recorded within estate. Indexed alph. by name of estate. Aver. 272 pp. 14 x 8 $\frac{1}{2}$ x 1. Vault.

255. CASH BOOK, 1913-31. 1 vol.

Record of costs charged to estates, giving date, name of estate, amount of fees tax on commissions and collateral inheritance taxes, total, and date and amount remitted to State Comptroller. Arr. chron. by date of recording. Hdw. 252 pp. 12 x 9 x 1. Vault.

256. FEES, 1845-48, 1 vol. (1845).

Record of fees charged to estates in administration and guardianship proceedings, giving date, folio in ledger, names of executor or administrator, guardian, and decedent, purpose, and amount charged. Arr. chron. by date of recording. Hdw. 75 pp. 13 x 8 x $\frac{1}{2}$. Vault.

257. (RECEIPT BOOKS), 1931---. 23 vols. (labeled by nos. of receipts contained).

Carbon copies of receipts for money received by the register of wills, giving receipt no., date, name of payer, purpose, and signature of register. Arr. numer. by receipt no. Hdw. Aver. 50 pp. 9 x 8 x $\frac{1}{2}$. Office.

258. (REPORTS), 1933---. Est. 85 reports in 4 bundles.

Monthly reports from register to State Comptroller, giving gross receipts for fees, taxes on commissions, collateral inheritance tax, estate tax, and expenditures for salaries, equipment and sundries. Arr. chron. by date filed. Hdw.; typed. 8 x 11 x 5. Office.

259. CASH BOOK, 1926-38. 2 vols. 1 vol., 1931-38, not titled.

Daily record of receipts and disbursements giving, under receipts, date, serial no., name of estate, amount of cash for fees and taxes on commissions, collateral inheritance tax, Maryland estate tax, sundries, and amount deposited in bank; under disbursements, withdrawals from bank, name of payee, check no., amount, purpose, and amount remitted to state treasury. Arr. chron. by date of recording. Hdw. under ptd. head. Aver. 192 pp. 11 x 17 x 1, 14 x 8 $\frac{1}{2}$ x 1. Vault.

260. DAY BOOK, 1926-35. 4 vols. (dated and numbered 1-4).

Daily record of cash receipts, giving date, name of payer, purpose, and amount. Arr. chron. by date recorded. Hdw. Aver. 160 pp. 12 x 5 $\frac{1}{2}$ x $\frac{1}{2}$. Vault.

261. TAX ON COMMISSIONS OF EXECUTORS & ADMINISTRATORS & COLLATERAL INHERITANCE, 1845-1930. 2 vols. (dated; 1 vol. labeled by liber of register and numbered).

Record of receipts of taxes on commissions of executors and administrators and collateral inheritance taxes, giving date, names of decedent and executor or administrator, nature and amount of tax, and date paid. Arr.

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chron. by date paid. Indexed alph. by name of decedent. Hdw. Aver. 400 pp. 13 x 8 x 1. 1 vol., 1845-1906, record rm.; 1 vol., 1906-30, vault.

Miscellaneous

262. CORRESPONDENCE, 1926--. Est. 4,000 papers in 14 bundles. Routine correspondence of the register of wills. Arr. chron. by date filed. Hdw.; typod. 8 x 11 x 5. 12 bundles, 1926-38, vault; 2 bundles, 1939--., office.

263. INDENTURES, 1793-1919. 4 vols. (labeled by liber of register, dated, and numbered). Title varies: Index to Record of Receipts, 1 vol., 1793-1826.

Copies of contracts binding minors to apprenticeship, giving date, if bound before justice of the peace, names of minor, master and witnesses, age of minor, terms of apprenticeship, and signatures of contracting parties and witnesses. Contains: Receipts and Releases, 1793-1826, entry 235. Arr. chron. by date of contract. Indexed alph. by name of apprentice. Hdw. Aver. 475 pp. 15 $\frac{1}{2}$ x 10 x 2, 17 x 10 $\frac{1}{2}$ x 2. Hall of Records.

264. CERTIFICATES TO FREE NEGROES, 1805-64. 1 vol. (1805-48).

Copies of certificates given to free Negroes attesting their freedom, giving date, name of Negro, height, age, complexion, when freed, where raised, marks of identification, and signature of register; also includes register's certificates that Negro was freed by will, giving name of decedent, name and description of Negro, date of certificate, and signature of register. Arr. chron. by date of certificate. Hdw. 300 pp. 18 $\frac{1}{2}$ x 12 x 1 $\frac{1}{2}$. Hall of Records.

For certificates issued by the clerk of the court, see entry 187.

265. (POLL BOOKS), 1875-77. 4 vols. (labeled by district no. and dated).

List of qualified voters in county, giving name and address of voter. No orderly arrangement. Hdw. Aver. 18 pp. 12 x 8 x $\frac{1}{2}$. Vault.

IV. JUSTICES OF THE PEACE (TRIAL MAGISTRATES)

The present-day justices of the peace, presiding over petty tribunals of original and limited jurisdiction, are directly descended from the justices of colonial Maryland and seventeenth century England, who in turn derive from the justices empowered by fourteenth-century

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English statutes to conserve the peace.¹ The office has, however, been greatly transformed in the course of time and, until recently, retained but a shadow of its former importance and dignity. Only since 1939, with the introduction of the trial magistrates system, has the office regained some of its former rank in the roster of county officials.

The appointment and tenure of justices of the peace for Anne Arundel County through colonial days to 1790 has been described in the discussion of the personnel of the county court (see pp. 75-76). Thereafter, until 1851, the number of justices appointed by the Governor remained at the latter's discretion and was not regulated by law. As the office dwindled in importance, the number of justices commissioned grew - in 1840, for example, about one hundred justices were commissioned for Anne Arundel County.² The constitution of 1851 first provided for the election of a fixed number of justices for each election district in the county.³ Since then, the number has been changed several times.⁴ At present, under the trial magistrates system, there are three trial magistrates in the county, one each at Annapolis, Ferndale, and Galesville. They are appointed by the Governor with the advice and consent of the Senate. In addition, ordinary or committing justices are appointed for each election district of the county.

The trial magistrates receive annual salaries and must turn over all fines and costs, except those in auto cases, to the county commissioners. Fines and costs collected in auto cases must be remitted to the Commissioner of Motor Vehicles. The trial magistrate at Annapolis receives \$3,000 a year; the one at Ferndale, \$2,500; and the one at Galesville, \$1,500. The other justices receive a minimum of twenty dollars a year for their services. The trial magistrates must give a bond of \$5,000 to the State of Maryland while the ordinary justices must give one of \$1,000. The county commissioners must provide and furnish suitable quarters for the sessions of the trial magistrates.⁵

A substitute trial magistrate is also appointed by the Governor with the advice and consent of the Senate. This official receives \$100 a year and proportionate compensation when actually sitting as a substitute. He serves in the temporary absence or disability of a trial magistrate and has the same authority and duties as a trial magistrate.⁶

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1. John Bouvier, Law Dictionary and Concise Encyclopedia, third revision by Francis Rowle, (1914), article, Justices of the Peace.
 2. The Maryland Pocket Annual for 1840, pp. 162-163.
 3. Md. Const., 1851, art. IV, sec. 19; Laws 1852, ch. 274, sec. 2.
 4. Laws 1854, ch. 302, sec. 1, 2; 1888, ch. 191; 1892, ch. 334.
 5. Laws 1939, ch. 720.
 6. Ibid.

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The jurisdiction of justices of the peace developed evenly and steadily from the foundation of the county until 1939. Powers and limits of adjudication generally increased in both civil and criminal cases. The justices were enabled, with but few exceptions, to try cases anywhere in the county. In 1939, however, the trial magistrates law deprived all but three of the justices in Anne Arundel County of any power to hear and determine cases; the jurisdiction conferred by law on justices of the peace is now possessed only by three justices known as trial magistrates. The other justices are relegated to the position of committing officials.

The justices of the peace of colonial Maryland, acting individually as conservators of the peace, were in 1638 granted the same powers as any English justice of the peace.⁷ Their jurisdiction specifically included the right to try a number of minor offenses such as swearing, drunkenness, fornication, adultery, maltreatment of servants, and disobedience on the part of servants.⁸ To implement their power, the justices could issue warrants for the appearance of offenders, take recognizances, impose fines and sentences, and commit offenders to prison.⁹ In addition, single justices or magistrates were later given summary jurisdiction to make a final decision in a number of other offenses.¹⁰

In 1777, it was provided that all fines, penalties, and forfeitures which did not exceed £5 and for which there was no method of recovery specified, were to be recovered before a single justice of the peace.¹¹ Specific additional offenses the justice was given the right to try and dispose of included: owners permitting slaves to act as free;¹² the setting up of booths contrary to the act for the suppression of fairs;¹³ gambling as prohibited by law;¹⁴ violations of

7. Arch. Md., I, 52.

8. Ibid., p. 53.

9. Ibid., p. 52.

10. Laws 1702, ch. 1, sec. 10; 1715, ch. 44, sec. 32; 1717, ch. 13, sec. 6; 1723, ch. 15, sec. 3, 4, 5, 6, ch. 16, sec. 2, 3, 10, ch. 17; 1725, ch. 6, sec. 2; 1728, ch. 7, sec. 7; 1730, ch. 17, sec. 2; 1733, ch. 17, sec. 16; 1738, ch. 7, sec. 3, 4, ch. 19, sec. 4; 1752, ch. 7, sec. 2; 1753, ch. 9, sec. 3, 4, ch. 10, sec. 3; 1763, ch. 18, sec. 131, ch. 29, sec. 16; 1821, ch. 240.

11. Laws 1777, February session, ch. 6.

12. Laws 1787, April session, ch. 33, sec. 3.

13. Laws 1790, ch. 15, sec. 3.

14. Laws 1797, ch. 110, sec. 4.

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the laws for the protection of public worship;¹⁵ and Negroes lurking about camp-meetings or selling liquors.¹⁶

Until the Civil War, the law did not elaborate at all on the criminal jurisdiction of the justices of the peace.¹⁷ He continued, however, to be given summary jurisdiction in a number of minor offenses.¹⁸ General criminal jurisdiction was first granted the justices of the peace in 1870. In several counties, Anne Arundel included, they were given the right to try cases of assault and battery where there did not seem to be any intent to kill.¹⁹ Between 1880 and 1939, the justices of Anne Arundel and several other counties possessed jurisdiction concurrent with that of the circuit court in all cases of assault without any felonious intent, assault and battery, petty larceny if the value of the property stolen did not exceed five dollars, and misdemeanors not punishable by confinement in the penitentiary. Also included in their jurisdiction was the recovery of penalties for all violations punishable by fine or imprisonment in jail or the House of Correction.²⁰ Criminal jurisdiction was confirmed by a general law in 1890.²¹ The accused, when brought before any justice, had the right to ask for a jury trial in the circuit court and could not be tried by the justice unless he so chose.²² The state's attorney could also pray a jury trial on the part of the state.²³ In 1933, justices of the peace were authorized to suspend, in their discretion and with the approval of the state's attorney, the sentence of any person convicted before them who had not yet appealed his conviction, and to put that person on parole.²⁴

The civil jurisdiction of a single justice of the peace dates back to 1694. The development of that jurisdiction until 1939 included the following:

1694 - Cases where the amount claimed did not exceed 200 pounds of tobacco or twelve shillings. Jurisdiction was exclusive and final.²⁵ The limit was steadily raised in succeeding years.²⁶

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15. Laws 1827, ch. 29; 1839, ch. 293.
 16. Laws 1827, ch. 3.
 17. John H. B. Latrobe, The Justices' Practice under the Law of Maryland, (1826), p. 260.
 18. Laws 1833, ch. 254; 1831, ch. 323.
 19. Laws 1870, ch. 434.
 20. Laws 1880, ch. 326; 1884, ch. 510.
 21. Laws 1890, ch. 618; 1906, ch. 475.
 22. Ibid.
 23. Ibid.
 24. Laws 1933, ch. 175.
 25. Arch. Md., XXXVIII, 25-26, 93-94.
 26. Arch. Md., XXII, 500; XXVI, 284-285; XXX, 320-321.

- 1732 - Cases not exceeding 600 pounds of tobacco or fifty shillings current money.²⁷
- 1777 - Cases where the real debt or damage did not exceed £3 sterling, £5 current money, or 800 pounds of tobacco. Only debts and sums of money due on contracts were included; actions of replevin, detinue, trover and conversion, slander, trespass, assault and battery, imprisonment, or those where the title or boundaries of land came into question were excluded.²⁸
- 1791 - Actions involving not more than £10 current money or 1,000 pounds of tobacco.²⁹
- 1809 - Actions not exceeding fifty dollars.³⁰
- 1813 - Cases of trespass for stealing wood from private land where the damage did not exceed fifty dollars.³¹
- 1824 - All cases of trespass where the damages claimed or laid did not exceed fifty dollars.³²
- 1825 - Damages to real and personal property not exceeding fifty dollars.³³
- 1834 - Cases where the debt claimed or damages obtained did not exceed fifty dollars, except those of slander, assault and battery, or where the title to land came in question.³⁴
- 1852 - All cases for the enforcement of contracts, and to obtain redress for wrongs, where the debt or damage claimed did not exceed \$100; all suits on

27. Arch. Ml., XXXVII, 547-548; Laws 1736, ch. 1; Arch. Ml., XLII, 387; XLIV, 416; Laws 1753, ch. 13; 1757, ch. 11; 1760, ch. 10; 1763, ch. 21, sec. 2, 6.

28. Laws 1777, June session, ch. 12, sec. 2, 12; 1780, October session, ch. 12; 1781, November session, ch. 7; 1784, November session, ch. 83; 1787, ch. 16.

29. Laws 1791, ch. 68, sec. 1.

30. Laws 1809, ch. 76, sec. 1.

31. Laws 1813, ch. 162.

32. Laws 1824, ch. 138.

33. Laws 1825, ch. 51.

34. Laws 1834, ch. 296, sec. 1.

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bonds with penalty exceeding \$100, and conditioned for the payment of money, where the sum due and claimed did not exceed \$100; all actions of replevin where the value of the thing in question did not exceed \$100; all cases of attachment against nonresident or absconding debtors where the sum claimed did not exceed \$100.³⁵ Cases where the title to land was involved, or actions for slander, breach of promise, or for the enforcement of any lien for work done or materials furnished, were excluded.³⁶ The circuit court was given concurrent jurisdiction in all cases where the amount claimed or the thing in question exceeded fifty dollars in value.³⁷

1870 - Justices of several counties, Anne Arundel included, were given authority to try cases of assault and battery where the damage claimed did not exceed \$100.³⁸

Since 1819, the jurisdiction of justices of the peace has extended to all cases where executors or administrators were parties, plaintiffs or defendants, provided thirteen months had elapsed after their letters of administration had been granted.³⁹

Since 1939, only the trial magistrates have retained their civil and criminal jurisdiction; the other justices must immediately remove any case, with all papers and copies of the docket entries, to the nearest trial magistrate. The ordinary justices may, however, take recognizance for appearance before the trial magistrate.⁴⁰ No special pleading is required before the magistrate,⁴¹ and all judgments must be rendered within three days after final hearing of a case.⁴²

The magistrates also have jurisdiction in violation of the state motor vehicle laws,⁴³ disturbances of the peace,⁴⁴ disorderly conduct and drunkenness,⁴⁵ violations of the pure food laws,⁴⁶ and of the game

35. Laws 1852, ch. 239, sec. 1.

36. Ibid.

37. Ibid., sec. 4.

38. Laws 1870, ch. 434.

39. Laws 1819, ch. 167, sec. 2; 1892, ch. 619; 1902, ch. 408.

40. Laws 1939, ch. 720, sec. 92, 93.

41. Laws 1852, ch. 239, sec. 2.

42. Laws 1853, ch. 201, sec. 2.

43. Laws 1916, ch. 687; 1918, ch. 85, sec. 158; 1927, ch. 520, sec. 204; 1929, ch. 477; 1933, ch. 384.

44. Laws 1880, ch. 22; 1884, ch. 181; 1898, ch. 351; 1900, ch. 285; 1902, ch. 281, sec. 67A.

45. Laws 1723, ch. 16, sec. 3; 1860, ch. 24; 1884, ch. 212; 1892, ch. 672; 1902, ch. 215; 1904, ch. 118; 1924, ch. 416.

46. Laws 1914, ch. 678.

and fish laws.⁴⁷

Appeals from decisions of the trial magistrate are made to the circuit court. In criminal cases, persons aggrieved with the judgment of the magistrate may appeal within ten days, and must give recognizance for their appearance at the current or next session of the circuit court. If no recognizance is entered into, the accused is committed to jail.⁴⁸ In civil cases, appeals may be made within sixty days from the rendition of judgment.⁴⁹ The right of appeal also exists in actions of debt for the collection of fines and forfeitures imposed by any law of the state which are made recoverable before a justice of the peace, but where no right of appeal is given.⁵⁰ In the circuit court, the case is heard de novo.⁵¹ In all appeals from judgments of the trial magistrates, the decision of the circuit court is final and conclusive; there is no further appeal to the Court of Appeals. However, if it can be shown that the magistrate lacked jurisdiction in the original case, an appeal does lie to the Court of Appeals, and the circuit court's decision may be reviewed and reversed.⁵²

In the counties of Maryland, at present, any justice of the peace (trial magistrate) of the county where the defendant resides may, if the case be in his jurisdiction, try the matter in controversy. In Anne Arundel County, however, between 1826 and 1892, justices residing in Annapolis had no civil jurisdiction over citizens residing elsewhere in the county but present in the city; and justices residing anywhere in the county except Annapolis, had no civil jurisdiction over the citizens of Annapolis.⁵³ In 1892, the justice for the sixth election district, which included Annapolis, was given civil and criminal jurisdiction co-extensive with the county.⁵⁴ At the same time, justices appointed for any district outside of Annapolis were deprived of criminal jurisdiction over the citizens of Annapolis.⁵⁵

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47. Laws 1777, ch. 6; 1810, ch. 35; 1820, ch. 199, sec. 4; 1841, ch. 326, sec. 5; 1860, ch. 109, sec. 3; 1896, ch. 293, sec. 8; 1916, ch. 386; 1927, ch. 568, sec. 80; 1929, ch. 471, sec. 10, 11. A complete list of cases where the magistrate has criminal jurisdiction may be found in P. G. L., 1939, II, 3906-3910.
 48. Laws 1852, ch. 239, sec. 3; 1872, ch. 182; 1890, ch. 618; 1906, ch. 475; (local) 1870, ch. 434, sec. 2.
 49. Laws 1852, ch. 239, sec. 3; 1972, ch. 182.
 50. Ibid.
 51. Laws 1852, ch. 239, sec. 3; 1872, ch. 182.
 52. See court decisions cited in P. G. L., 1939, art. 5, sec. 93; art. 52, sec. 13; see also Poe, Pleading and Practice in Courts of Common Law, fifth edition, I, 26.
 53. Laws 1826, ch. 75.
 54. Laws 1892, ch. 334, sec. 172.
 55. Ibid., sec. 173.

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The justices have also had authority to enforce and determine matters relating to the apprenticeship laws. Any two justices of the peace in the county might bind children as apprentices in the same manner as the orphans' court.⁵⁶ In the recess of the orphans' court, a single justice could bind out orphans.⁵⁷ He could also take steps to prevent unusual maltreatment of apprentices and their removal from the state.⁵⁸

Justices of the peace at present have the power to commit minors without proper care or guardianship to a juvenile institution.⁵⁹ They also have jurisdiction to try and determine cases involving dependent, neglected, and delinquent children.⁶⁰

Justices have authority to acknowledge all deeds and conveyances of property.⁶¹

The trial magistrates are required to submit to the county commissioners bi-monthly reports on all cases tried before them and all fines and costs collected.⁶² A report of all fines and costs collected in cases of violations of the motor vehicle laws must be made to the State Commissioner of Motor Vehicles.⁶³

Every justice of the peace is required to keep a docket in which he makes regular entries of proceedings in all cases tried by him.⁶⁴ He must also keep an index to the docket.⁶⁵ When he vacates his office, he must deliver all his dockets and papers to the clerk of the circuit court.⁶⁶

The trial magistrates must keep dockets that conform as nearly as practicable to those used for civil and criminal cases in the circuit courts of the state. In cases of violations of the motor vehicle laws, they are required to use dockets and report forms furnished them by the State Commissioner of Motor Vehicles.⁶⁷ They must also keep records of releases of all persons committed to jail who have paid fines and costs, and of credits allowed these persons for each day they have served.⁶⁸

56. Laws 1793, ch. 45; 1794, ch. 47; 1808, ch. 54; 1826, ch. 155.

57. Laws 1794, ch. 47.

58. Laws 1793, ch. 45.

59. Laws 1866, ch. 57; 1900, ch. 306; 1904, ch. 98, 291; 1908, ch. 626.

60. Laws 1916, ch. 326, sec. 14.

61. Laws 1865, ch. 154; 1890, ch. 232.

62. Laws 1939, ch. 720, sec. 110.

63. Ibid., sec. 97.

64. Laws 1809, ch. 76, sec. 4.

65. Laws 1845, ch. 222, sec. 2.

66. Laws 1814, ch. 82, sec. 1; 1864, ch. 179; 1870, ch. 39.

67. Laws 1939, ch. 720, sec. 104.

68. Laws 1939, ch. 720, sec. 92.

Justices of the Peace -
(Trial Magistrates)

(266-271)

For justices of the peace records deposited with the clerk of the circuit court, see entries 110-113; for justice of the peace reports to the county commissioners, see entry 51.

Annapolis

266. CIVIL DOCKET, 1939--. 1 vol. (J.G.W. No. 1, 1939 to). Record of proceedings in civil actions, giving date, docket no., names of plf. and deft., type and amount of action, date summons issued, date returned, date of trial, witnesses, and amount of judgment and costs. Arr. numer. by docket no. Indexed alph. by name of deft. Hdw. 400 pp. 11 x 18 x 1 $\frac{1}{2}$.

267. (CIVIL PAPERS), 1939--. Est. 500 papers in 1 f.d. Original papers in all civil cases. Arr. numer. by case no. Hdw. and typed on ptd. form. 11 $\frac{1}{2}$ x 16 x 27.

268. STATE CRIMINAL DOCKET, 1939--. 2 vols. (J.G.W., 1939 to). Title varies; Record, 1 vol., June 1939-October 1939. Record of criminal trials, giving date, case no., name of deft., charge, arresting officer, witnesses, trial, fine and costs or sentence, and if released under recognizance or committed to jail for grand jury action. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. Aver. 400 pp. 11 x 18 x 1 $\frac{1}{2}$.

269. DOCKET FOR TRIAL MAGISTRATES MOTOR VEHICLE CASES, 1939--. 2 vols. (A-54; A-68). Record of proceedings in violations of motor vehicle laws, giving case no., date of violation, section of code violated, place, names of deft., complainant, arresting officer and witness, nature of warrant, arrest slip no., date of trial, plea, verdict, amount of fine and costs or sentence, if paid or committed, amount remitted to the Commissioner of Motor Vehicles, date, check no., appeal date, name of bondsman, amount of bond, date of filing of papers with clerk of the court, and remarks. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. on ptd. form. Aver. 200 pp. 13 $\frac{1}{2}$ x 10 x 1.

270. CITY DOCKET, 1939--. 1 vol. (J.G.W. No. 1, 1939 to). Record of proceedings in violations of city ordinances, giving date, docket no., name of deft., charge, arresting officer, names of witnesses, and amount of fine and costs. Arr. numer. by docket no. Indexed alph. by name of deft. Hdw. 400 pp. 11 x 18 x 1 $\frac{1}{2}$.

271. RECORD, June 1939-August 1939. 1 vol. Record of proceedings in violations of city ordinances, transcribed in City Docket, entry 270. Arr. numer. by case no. within type of proce-

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Justices of the Peace -
Ferndale

dure. Indexed alph. by name of deft. Hdw. 100 pp. 12 x 8 $\frac{1}{2}$ x $\frac{1}{2}$.

272. JOURNAL, 1939--. 3 vols.

Record of all fines collected May-December 1939, and separate record of motor vehicle accounts and state and city accounts January 1940--, giving date, name of deft., amount of fine, and date paid. Arr. chron. by date of recording. Hdw. Aver. 152 pp. 13 $\frac{1}{2}$ x 8 x $\frac{1}{2}$.

273. DUPLICATE RECEIPT BOOK, 1940--. 1 vol. (No. 46 from January 1940 to).

Carbon copies of receipts for payment of fines and costs, giving receipt no., date, name of payee, amount paid, and signature of magistrate. Arr. numer. by receipt no. Hdw. on ptd. form. 500 pp. 10 $\frac{1}{2}$ x 8 x 1 $\frac{1}{2}$.

274. (CORRESPONDENCE), 1939--. Est. 100 papers in 1 f.d.

Routine correspondence of the trial magistrate. Arr. alph. by name of correspondent. Typed. 11 $\frac{1}{2}$ x 16 x 27.

Ferndale

275. CIVIL DOCKET, 1939--. 1 vol. (J.D.Jr. No. 1, 1939 to).

Record of proceedings in civil actions, giving date, case no., names of plf. and deft., type and amount of action, date summons issued, date returned, date of trial, names of witnesses, and amount of judgment and costs. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. 400 pp. 11 x 18 x 1 $\frac{1}{2}$.

276. STATE CRIMINAL DOCKET, 1939--. 1 vol. (J.D.Jr. No. 1, 1939 to).

Record of criminal trials, giving date, case no., name of deft., charge, names of arresting officer and witnesses, trial, fine and costs or sentence, and if released under recognizance or committed to jail for grand jury action. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. 400 pp. 11 x 18 x 1 $\frac{1}{2}$.

277. CRIMINAL CROSS INDEX, 1939--. Est. 50 papers in 1 f.d.

Index to criminal cases, arr. alph. by nature of charge, giving name of deft., case no., and folio of docket. Hdw. 5 x 24 x 30.

278. DOCKET FOR TRIAL MAGISTRATES MOTOR VEHICLE CASES, 1939--.
4 vols. (A 38, A 80, A 98, A 135).

Record of proceedings in violations of motor vehicle laws, giving case no., date of violation, section of code violated, place, names of complainant, deft., arresting officer and witness, nature of warrant, arrest slip no., date of trial, plea, verdict, amount of fine and costs or sentence, if paid or committed, amount remitted to Commissioner of Motor Vehicles, date, check no., appeal date, name of bondsman, amount of bond, date of filing of papers with clerk of court, and remarks. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. on ptd. form. Aver. 300 pp. 13 $\frac{1}{2}$ x 10 x 2.

Justices of the Peace -
Galesville

(279-286)

279. CRIMINAL CASES, 1939--. Est. 1,500 papers in 1 f.d. (A to Z). Original papers in all civil and criminal cases tried in trial magistrate's court. Arr. alph. by name of deft. Hdw. and typed on ptd. form. 11 x 13 x 24.

280. CASES NOT TRIED YET CRIMINAL CASES NOT TRIED YET MOTOR VEHICLE, January 1940--. Est. 200 papers in 1 f.d. Original warrants in open and closed criminal and motor vehicle cases, giving date, names of deft. and arresting officer, and charge. Open cases arr. alph. by name of deft., closed cases arr. chron. by date of issuance. Hdw. on ptd. form. 5 x 13 x 24.

281. GENERAL FILE, 1939--. Est. 1,000 papers in 1 f.d. (A to Z). Routine correspondence of the trial magistrate. Arr. alph. by name of correspondent. Hdw.; typed. 11 x 13 x 24.

282. (CASH BOOK), 1939--. 2 vols. Daily record of fines collected, giving date, names of plf. and deft., type of trial, amount of fine, and total. Arr. chron. by date of recording. Hdw. Aver. 160 pp. $8\frac{1}{2} \times 6 \times \frac{1}{2}$, 11 x $8\frac{1}{2} \times \frac{1}{2}$.

283. (MAGISTRATE'S REPORTS), 1939--. Est. 100 papers in 1 desk drawer. Rough copies of monthly reports submitted to the county commissioners, giving date of report, name of magistrate, district no., case no., names of plf., deft. and witnesses, verdict, sentence, name of officer who served summons, amount of fine, total, amount submitted to the commissioners, and remarks. Arr. chron. by date of report. Hdw. 6 x 12 x 24.

Galesville

284. CIVIL DOCKET, 1939--. 1 vol. (R.T.F. No. 1, 1939 to). Record of proceedings in civil actions, giving docket no., names of plf. and deft., type and amount of action, dates summons issued and returned, date of trial, witnesses, and amount of judgment and costs. Arr. numer. by docket no. Indexed alph. by name of deft. Hdw. 400 pp. 11 x 18 x $1\frac{1}{2}$.

285. SUMMON'S, 1939--. In State Warrant Summon's, entry 287. Original summonses and returns for deft, giving name of officer, date to appear, date of summons, and signature of magistrate.

286. STATE CRIMINAL DOCKET, 1939--. 1 vol. (dated; R.T.F. No. 1). Record of criminal trials, giving date, case no., name of deft., charge, arresting officer, witnesses, trial, fine and costs or sentence, and if released under recognizance or committed to jail for grand jury action; also contains record of fines collected. Arr. numer. by docket no. Indexed alph. by name of deft. Hdw. 400 pp. 11 x 18 x $1\frac{1}{2}$.

(287-291)

Sheriff

287. STATE WARRANT SUMMON'S 1939--. Est. 520 papers in 1 f.d. Original warrants and returns for criminal violations, giving names of officer, complainant and deft., date and nature of violation, date and signature of magistrate, and officer's return. Contains: Summon's, 1939--, entry 285. Arr. chron. by months. Hdw. and typed on ptd. form. 5 x 16 $\frac{1}{2}$ x 26.

288. DOCKET FOR TRIAL MAGISTRATES MOTOR VEHICLE CASES, June 1939--. 1 vol. (A-55). Record of proceedings in violations of motor vehicle laws, showing information as in entry 269. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. on ptd. form. 200 pp. 13 $\frac{1}{2}$ x 10 x 1.

289. MOTOR VEHICLE WARRANTS BONDS, June 1939--. Est. 60 papers in 1 f.d. Original warrants and returns for motor vehicle violations giving name of officer, names of complainant and deft., date, type of violation, date of warrant, and signature of magistrate; also report of officer. Contains: Bonds, 1939--, entry 291. Arr. chron. by month. Hdw. and typed on ptd. form. 5 x 16 $\frac{1}{2}$ x 26.

290. TRANSCRIPTIONS, TESTIMONIES, FORMS, ETC., 1939--. Est. 100 papers in 1 f.d. Transcripts of papers in cases committed to the trial magistrate. No orderly arrangement. Hdw. and typed. 11 x 16 x 26.

291. BONDS, 1939--. In Motor Vehicle Warrants Bonds, entry 289. Original recognizances to keep peace, to appear as witness or to await action of the grand jury, giving date, names of bondsmen, amount of bond, provisions, and signatures of bondsmen and magistrate.

V. SHERIFF

The colonial sheriffs, as the representatives of the executive and administrative power of the state within the county, were one of the oldest and most important of county officials. The earliest sheriffs of the province of Maryland were counterparts of the powerful county sheriffs of Maryland and were at first the direct representatives of the proprietary in the county. As abuse of the plenary grants of power became the rule, the office was hedged about with many restrictions. Too, some of the functions were given to other officials. At present, the sheriff serves largely as ministerial agent of the court and as chief police agent when there are no county police and the state police are not called in.

The first sheriffs of Anne Arundel County were chosen by the Governor and Council in cooperation with the justices of the county court. At first, the justices recommended any number of persons for the office; the candidate chosen by the Governor, acting as head of the Provincial Court, served during the pleasure of the court.¹ Between 1661 and 1676, the county court nominated three persons, one of whom the Governor appointed sheriff. The latter served for one year only and was required to give bond for the faithful performance of his duties.²

After 1676, county sheriffs were appointed by the Governor and Council without the advice of the county court.³ The Assembly, however, wished to put a check on the appointment of an official who frequently abused his power and provided in 1678 that no sheriff could be reappointed unless he received a certificate of good behavior from the justices of the county court.⁴ Sheriffs continued, however, to ensconce themselves in office "with ill consequences to the inhabitants of this province," and, in the face of the situation, the Assembly in 1692 allowed them to serve two years and no longer under any circumstances.⁵ In 1699, the maximum was increased to three years, provided there were no complaints, and it remained at that figure until the Revolution.⁶ Every sheriff had to execute yearly a bond for 200,000 pounds of tobacco.⁷ His compensation always consisted of fees or commissions for individual services rendered.⁸ Certain services, however, the sheriff had to perform ex officio, without compensation.⁹

Provision for the election of sheriffs was first made in 1777 by the first state constitution. Two persons were to be chosen: one, with the majority of votes, was to serve three years and could be re-elected not less than four years after his first term had elapsed; the second served only in case of a vacancy. Only inhabitants of the county, over twenty-one years of age and having real and personal property

1. Arch. Md., I, 148; LIII, xxxix.
2. Arch. Md., I, 412, 450-451, 537; III, 448, 449; V, 3-4 26-28; Laws 1676, ch. 2. See also Lewis W. Wilhelm, Local Institutions of Maryland, pp. 75-78.
3. Arch. Md., V, 473, 474, 543-544; XX, 76-78.
4. Arch. Md., VII, 68-69.
5. Arch. Md., XIII, 468-469.
6. Arch. Md., XXII, 509; XXVI, 227; XXXVIII, 170; XXX, 268.
7. Arch. Md., XXII, 508; XXVI, 227; XXXVIII, 169; XXX, 267.
8. Arch. Md., I, 291, 308, 300; II, 222, 536; XXII, 576; XXVI, 418; XXXVI, 541-542; XXXVIII, 391-392; XXVIII, 42-43, 78-79; XLIV, 378-380, 633-634.
9. Arch. Md., XIII, 471-472; XXII, 506; XXVI, 224; XXXVIII, 167; XXXV, 190; Laws 1715, ch. 26, sec. 7.

worth more than \$1,000 current money were eligible for the office.¹⁰ The property qualification was abolished in 1805.¹¹ The term of office was reduced to two years in 1851.¹² After 1864, only one sheriff was chosen.¹³

At present, the sheriff is elected every four years. He must be a resident of the county, above twenty-five years of age, and a citizen of the state for at least five years preceding his election.¹⁴ He is required to execute a yearly bond of \$10,000.¹⁵ Since 1890, he has received an annual salary, which at present amounts to \$3,000.¹⁶ He is also allowed up to \$5,000 for all the expenses of his office, including the salaries for clerical assistants and deputies.¹⁷ He is still required to collect all the fees to which his office is entitled by law,¹⁸ but he must remit to the county commissioners all fees received in criminal cases; those in civil cases, he may retain.¹⁹

The sheriff is today, as in colonial times, the executive agent of the circuit or county court. It is his duty to be in court in person or by deputy.²⁰ He acts as an officer of the court in the service of process, which is always directed to him, and in the execution of all judgments.²¹ He is also required to serve and return all writs and process which may be sent from another county.²² It is his duty to serve summonses issued by the orphans' court²³ and by the Public Service

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10. Md. Const., 1777, art. 42.
 11. Laws 1805, ch. 97.
 12. Md. Const., 1851, art. IV, sec. 20.
 13. Md. Const., 1864, art. IV, sec. 49.
 14. Md. Const., 1867, art. IV, sec. 44; art. XVII (amendment passed in 1922).
 15. Laws 1794, ch. 54, sec. 8; 1906, ch. 39; 1908, ch. 372; 1910, ch. 79.
 16. Laws 1890, ch. 395; 1896, ch. 354; 1902, ch. 551; 1912, ch. 23; 1916, ch. 162; 1927, ch. 53.
 17. *Ibid.*
 18. F.G.L., 1939, art. 36, sec. 30.
 19. Laws 1890, ch. 503; 1892, ch. 513; 1902, ch. 551; 1912, ch. 23; 1916, ch. 162, sec. 214A; 1922, ch. 370; 1924, ch. 136.
 20. Green vs. State of Maryland, 122 Md. 294.
 21. For the sheriff's court duties in colonial days, see the laws providing for his fees, which included a description of each of his duties. See also Laws 1785, ch. 72, sec. 23; 1794, ch. 54, sec. 1; 1817, ch. 139, sec. 6.
 22. Laws 1817, ch. 139, sec. 6.
 23. Laws 1798, ch. 101, subch. 15, sec. 14.

Commission.²⁴ He is charged with the summoning of grand and petit jurors,²⁵ witnesses,²⁶ and jurors for condemnation proceedings.²⁷ He is answerable for all fines, penalties, and forfeitures imposed on the inhabitants of his county by any court of record in the state,²⁸ and is responsible for the collection of all court costs.²⁹ All prisoners are committed to his custody until they are discharged by due course of law and must be adequately fed while they are in his custody in the county jail;³⁰ in Anne Arundel County, he receives an allowance of fifty cents a day for food for each prisoner.³¹ Persons sentenced to imprisonment in the penitentiary must be removed thereto by the sheriff.³² By law, he is also required to execute the sentence of death pronounced against any criminal by judgment of any court in the state whenever he is authorized to do so by the warrant of the Governor.³³

Representing the executive power of the state within the county, the sheriff has always been charged with the preservation of the peace. He may, upon view, without writ or process, commit to prison all persons who break the peace or attempt to break it. He is bound, ex officio, to apprehend all violators of the law and commit them to jail for safe custody.³⁴ The sheriff is also specifically charged with the enforcement of the oyster laws,³⁵ the game and fish laws,³⁶ the license laws,³⁷ and the law requiring the registry of all physicians.³⁸

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24. Laws 1910, ch. 180, sec. 47.
 25. Arch. Md., II, 536; XXII, 511-512; XXIV, 414-415; XXVI, 424-426; XXX, 308; XXXVI, 567; XXXVII, 524-526; XXXIX, 91-92; Laws 1797, November session, ch. 87; 1838, ch. 275; 1867, ch. 329, sec. 4; 1870, ch. 220, sec. 3; (local) Arch. Md., XXXVII, 527; Laws 1892, ch. 182; 1902, ch. 105.
 26. Laws 1786, ch. 22.
 27. Laws 1868, ch. 471, sec. 170.
 28. Laws 1795, ch. 74, sec. 7.
 29. Laws 1715, ch. 41, sec. 11.
 30. See note 8. See also Laws 1801, ch. 62, sec. 5; 1825, ch. 41. The sheriff of Anne Arundel County was put in charge of the rebuilt jail in Annapolis in 1736. Laws 1736, ch. 6, sec. 1.
 31. Laws 1836, ch. 155, sec. 1; 1892, ch. 513; 1902, ch. 551; 1916, ch. 162, sec. 214B; 1920, ch. 679.
 32. Laws 1809, ch. 138, sec. 27.
 33. Laws 1795, ch. 82, sec. 1; 1882, ch. 403. See also Arch. Md., I, 163-164.
 34. Bouvier, Law Dictionary..., article, Sheriff; South vs. Maryland, 18 Howard (U.S.) 396, 402.
 35. Laws 1833, ch. 254; 1894, ch. 380, sec. 260.
 36. Laws 1892, ch. 293, sec. 13; 1918, ch. 468, sec. 56; 1920, ch. 720, sec. 56; 1922, ch. 549, sec. 56; 1927, ch. 568, sec. 12.
 37. Arch. Md., XLIII, 137; XLIV, 407; Laws 1780, March session, ch. 7, sec. 6, ch. 24, sec. 3, ch. 37, sec. 23; 1827, ch. 117; 1834, ch. 232; 1845, ch. 141; 1886, ch. 507, sec. 5A; 1888, ch. 10; 1894, ch. 333; 1916, ch. 632, sec. 6; 1922, ch. 51.
 38. Laws 1902, ch. 612, sec. 61A.

From colonial times until the present, the sheriff has been charged for varying lengths of time with an additional number of duties relating to county government. During the whole provincial period and to the end of the eighteenth century, he served as collector of all public money and taxes.³⁹ For collecting the public levy, the sheriff received a commission of ten percent until 1763, and between six and four percent thereafter.⁴⁰ For collecting the parochial and poll taxes under the proprietary, he received a five percent commission.⁴¹ For a time, he also served as assessor, being charged with drawing up a list of taxables in the county;⁴² after this function was put in the hands of the constables, the sheriff was merely required to return the assessment lists delivered to him by the constables, to the secretary of the province.⁴³ Until 1816, the sheriff was also required to deliver and forward all official communications.⁴⁴ Until 1799, he acted in conjunction with justices of the county court as judge of elections, proclaiming the election, setting the day, and making the returns.⁴⁵ Between 1799 and 1896, the sheriff continued to participate in the conduct of elections by announcing the election, setting the day, and providing the judges with ballot boxes and poll books.⁴⁶ His compensation for the performance of his duties in elections was twelve dollars for each election.⁴⁷ In colonial days, the sheriff was required to proclaim all governmental orders and public notices.⁴⁸ At one time, he even served officially as coroner.⁴⁹ At present, he is still responsible for the collection of all fees due attorneys, clerks of courts, the Commissioner of the Land Office, coroners, criers, registers of wills, surveyors, and

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39. Arch. Md., I, 308, 360; II, 536; XXII, 576; XXVI, 418; Laws 1777, February session, ch. 1; (local) 1795, ch. 48.
40. Ibid.; Laws 1763, ch. 18, sec. 22; 1780, October session, ch. 26, sec. 6; 1794, ch. 53, sec. 1.
41. Laws 1702, ch. 1, sec. 15; 1704, ch. 34, sec. 4; 1729, ch. 7, sec. 2; 1763, ch. 18, sec. 23.
42. Arch. Md., III, 492-493; V, 3-4, 26-28, 76.
43. Arch. Md., XIII, 538; Laws 1719, ch. 12, sec. 5, 6. See also Mereness, op. cit., p. 342.
44. Arch. Md., XXXVIII, 18; XXII, 472-474; XXIX, 329; Laws 1790, ch. 51, sec. 5; 1816, ch. 241.
45. Arch. Md., I, 259-260, 381, 425; V, 77-78; LI, 174-175; VII, 60-63; XIII, 541-544; XXVI, 294-296; XXVII, 352-355; XXX, 271-272; XXVIII, 42-43, 78-79; Md. Const., 1777, art. 3; Laws 1788, ch. 10; 1798, ch. 115, sec. 5.
46. Laws 1799, ch. 50, sec. 3, 6, 7; 1805, ch. 97, sec. 4, 5; 1852, ch. 183; 1860, ch. 10; 1867, ch. 374; 1874, ch. 229.
47. Laws 1813, ch. 170, sec. 1.
48. Arch. Md., XX, 339; XXV, 9-10.
49. Up to 1686, when the offices were separated, the sheriff also served as coroner. Cyrus H. Karraker, The Seventeenth Century Sheriff..., p. 86.

Sheriff -
Process

other sheriffs.⁵⁰ He is also required to post copies of the annual statements of the county commissioners.⁵¹

The sheriff of Anne Arundel County is required to keep a systematic and complete record of all fees and charges collected and owing in civil and criminal cases and make a monthly report thereon to the county commissioners. This record must be passed on to his successor in office.⁵² He must also keep an itemized account of expenditures for the county jail, on which he must also report monthly to the county commissioners.⁵³

Most of the sheriff's records are in his office on the second floor of the courthouse. Some obsolete records are in the attic behind the courtroom gallery and in the Hall of Records.

Process

292. COURT DOCKET, 1870-73, 1897---. 28 vols. (24 vols. labeled by liber of sheriff and dated; 9 vols. also numbered; 4 vols. not labeled). Title varies: Appearance Docket, 1 vol., 1870-73; Record, 1 vol., 1899-1901. 6 vols., 1870-73, 1897-99, not titled.

Record of process issued by the circuit court and served by sheriff, giving case no., court term, type of proceedings, names of attorneys, plf. and def., type of process, date issued, date returnable, and sheriff's notation if summoned or satisfied. 6 vols., 1870-73, 1897-September 1899, arr. numer. by case no. within type of proceedings; 22 vols., October 1899---, arr. chron. by date returnable within court term. 21 vols., 1899---, indexed alph. by name of def. Hdw. Aver. 450 pp. 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1, 15 x 10 x 2. 5 vols., 1870-73, register of wills' vault; 9 vols., 1897-November 1913, attic; 14 vols., December 1913---, sheriff's office.

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50. Laws 1715, ch. 48, sec. 10; 1779, November session, ch. 25, sec. 13; 1861, ch. 53; 1882, ch. 84.
51. Laws 1802, ch. 81, sec. 2; 1910, ch. 368; 1918, ch. 467, sec. 11.
52. Laws 1890, ch. 503; 1892, ch. 513; 1902, ch. 551; 1912, ch. 23; 1916, ch. 162, sec. 214A; 1922, ch. 370; 1924, ch. 136.
53. Laws 1892, ch. 513; 1902, ch. 551; 1916, ch. 162, sec. 214B; 1920, ch. 679.

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Sheriff -
Process

293. APPEARANCES, 1868-91. 5 vols. (4 vols. dated and labeled by court terms). Title varies: Sheriff's Docket, 1 vol., 1868-69; Equity & Criminal Appearances, 1 vol., 1878-79.

Record of appearances for trials in civil, criminal, and equity proceedings, for the use of the sheriff, giving names of attorneys, plf. and def., case no., date, proceedings in the case, and date summons served. Arr. numer. by case no. within type of procedure and court term. Hdw. Aver. 250 pp. 14 x 8½ x 1½. Hall of Records.

294. MAGISTRATE'S CRIMINAL DOCKET, 1917--. 8 vols. (labeled by liber of sheriff and dated).

Record of process served and returned by sheriff in criminal proceedings before justices of the peace, giving court term, name of def., charge, type of process, and dates served and returned. Arr. chron. by court term. Indexed alph. by name of def. Hdw. Aver. 400 pp. 14 x 8½ x 1½. 2 vols., 1917-21, attic; 6 vols., 1921--, sheriff's office.

295. MAGISTRATE'S CIVIL DOCKET, 1897-1928, 1930--. 19 vols. (labeled by liber of sheriff and dated). Title varies: Magistrate's Docket, 18 vols., 1897-March 1939.

Record of process served and returned by sheriff in civil proceedings before justices of the peace, giving court term, names of plf. and def., action, type of process, and dates served and returned. Arr. chron. by court term. Indexed alph. by name of def. Hdw. Aver. 400 pp. 14 x 8½ x 1½. 12 vols., 1897-1911, 1913-21, attic; 7 vols., 1911-13, 1921-28, 1930--, sheriff's office.

296. EQUITY FOREIGN PETITIONS &C, ORPHANS COURT, 1903--. 20 vols. (labeled by liber of sheriff and dated; 7 vols. also numbered).

Record of process served and returned by sheriff in equity cases, foreign petitions, and orphans' court cases, giving case no., names of attorneys, plf. and def., type of process, date issued, and date returnable. Arr. numer. by case no. within type of case. Indexed alph. by name of def. Hdw. Aver. 175 pp. 15 x 10 x 1. 9 vols., 1903-November 1921, attic; 11 vols., December 1921--, sheriff's office.

297. FI - FA'S (Fieri Facias), 1920--. Est. 6,000 papers in 15 f.d. (9 f.d. labeled by court term; 1 f.d. labeled by type of paper contained; 5 f.d. not labeled). 2 f.d., 1922-27, subtitled J.P. (Justices of the Peace). 11 f.d., 1929-38, not titled.

Original writs issued by the clerk of the circuit court and by justices of the peace, including fieri facias, executions, summonses, and warrants. Contains: Receipts for Prisoners, 1922-30, entry 302. Arr. chron. by court term. Hdw. on ptd. form. 10 x 5 x 15. Sheriff's office.

298. FINES, 1905-17. 2 vols. (labeled by name of sheriff and dated). Title varies: Fines and Costs on Fi Fa's Collected, 1 vol., 1909-10.

Record of fines and costs collected, giving date, case no., court term, name of informer, and amount of court costs, fines and fees by classification. Arr. chron. by court term. Hdw. under ptd. head. Aver. 50 pp. 15 x 9 x ½. Attic.

Sheriff - Juries and
Witnesses; Jail Records;
Correspondence

Juries and Witnesses

299. JOURNAL (Grand Jury List), 1939--. 1 vol.
List of persons summoned for grand jury, giving date and name of person summoned. No orderly arrangement. Hdw. 150 pp. 14 x 9 x $\frac{1}{2}$. Sheriff's office.

300. JOURNAL (Grand Jury Summonses), 1909-19. 2 vols. (1908 to; 1 vol. not labeled). Title varies: Grand Jury Witnesses, 1 vol., 1909-17.
Record of summonses for grand jury witnesses served and returned by sheriff, giving date issued, name of witness, district no., date of appearance, date of return, name of sheriff or deputy, and location; also contains summonses for citizens selected by draft 1917-19. Arr. chron. by date issued. Hdw. under ptd. head. Aver. 300 pp. 14 x $8\frac{1}{2}$ x 1, 16 x $10\frac{1}{2}$ x $\frac{1}{2}$. Attic.

Jail Records

301. (PRISONERS' RECORD), 1930--. 3 vols.
Record of prisoners in the county jail, giving date committed, name of prisoner, color, by whom committed, charge, date released, how released, and remarks. Arr. chron. by date of commitment. Indexed alph. by name of prisoner. Hdw. under ptd. head. Aver. 180 pp. 16 x 14 x 1. County jail.

302. RECEIPTS FOR PRISONERS, 1939--. Est. 125 receipts in 1 f.d. 1923-30 in Fi - Fa's (Fieri Facias), entry 297.
Receipts for prisoners and insane patients delivered to state institutions, giving date, name of institution, names of sheriff, prisoner or patient, by whom sentenced, term of sentence, charge, and signatures of warden and clerk. Arr. chron. by date delivered. Hdw. on ptd. form. 10 x 5 x 15. Sheriff's office.

303. JOURNAL, 1939--. 1 vol.
Record of expenditures for transporting prisoners to state institutions, giving date, name of prisoner, no. of miles traveled, and amount paid. Arr. chron. by date of trip. Hdw. 150 pp. 14 x 9 x $\frac{1}{2}$. Sheriff's office.

Correspondence

304. IN-COMING & OUT-GOING CORRESPONDENCE, 1938--. Est. 700 papers in 1 f.d. (1938).
Routine correspondence of the sheriff's office. Arr. alph. by name of correspondent. Typed. $11\frac{1}{2}$ x 13 x 24. Sheriff's office.

(305-310)

Constable

Finances

305. CASH RECEIPTS CASH DISBURSEMENTS, 1901-23, 1932--- 15 vols. (3 vols. dated). Title varies: Ledger, 4 vols., 1902-3, 1905-8, 1913-16; Fines and Costs, 1 vol., 1915-17; Journal, 2 vols., 1915-17, 1919-23. 4 vols., 1901-2, 1913-21, not titled.

Record of daily cash receipts and disbursements, giving date, name of payer or payee, amount, and purpose of transaction. Arr. chron. by date of transaction. Hdw. Aver. 100 pp. 14 x 17 x 1. 11 vols., 1901-21, attic; 4 vols., 1919-23, 1932---, sheriff's office.

306. (RECEIPTS), 1938---. 4 vols.

Carbon copies of receipts for payments received by the sheriff, giving receipt no., name of payer, date and amount received, purpose, and signature of sheriff. Arr. numer. by receipt no. Hdw. on ptd. form. Aver. 125 pp. $9\frac{1}{2} \times 7\frac{1}{2} \times \frac{1}{2}$. Sheriff's office.

307. BILLS SUBMITTED TO COUNTY, 1938---. Est. 200 bills in 1 f.d. Bills for expenditures of the sheriff submitted to the county commissioners for payment, including office supplies, transporting prisoners, salaries, food for jail, and sundries. Arr. chron. by date filed. Hdw. under ptd. head; typed under ptd. head. 6 x 5 x 15. Sheriff's office.

308. BILLS FINES RECEIPTS ETC., 1938---. Est. 100 papers in 1 f.d. Financial papers and correspondence of the sheriff, including bills submitted to the county commissioners and lists of fines collected and fees due. Arr. alph. by subject and correspondent. Hdw. on ptd. form; typed. $11\frac{1}{2} \times 13 \times 24$. Sheriff's office.

309. (CHECK STUBS), 1934-37. 4 vols.

Stubs of checks issued in payment of bills, including deputies' services, transportation, and salaries. Arr. chron. by date paid. Hdw. on ptd. form. Aver. 500 pp. 9 x 12 x 1. Sheriff's office.

310. DEPUTIES RECEIPTS, 1939---. Est. 300 receipts in 1 f.d.

Receipts for gas and oil purchased by deputy sheriffs. Arr. chron. by date filed. Hdw. on ptd. form. 10 x 5 x 15. Sheriff's office.

VI. CONSTABLE

The constable is a local peace officer and ministerial agent of the justice of the peace. The office was one of some importance in colonial Maryland but is today relegated to a very subordinate position.

In 1638/9, before the erection of counties, a law which did not pass provided for the appointment of a constable in each hundred by the commander of the hundred.¹ In 1654, there is a case of the Provincial Court appointing constables.² Not until 1661 was the appointment of these officials regulated by law. From that year through the whole colonial period, the county court annually appointed constables for every hundred in the county.³ Before 1715, no special compensation was fixed for the office but it may be presumed that the constable received the same fees as the sheriff for the performance of the same duties. In 1715, the constable was allowed 2s. 6d. or thirty pounds of tobacco for every writ or warrant served.⁴ In 1719, the law merely provided that constables were to receive their "just fees" for services rendered.⁵

After the Revolution, the constables continued to be appointed by the county court.⁶ When the levy courts were established by law in 1794, the appointment of constables was placed in their hands.⁷ The constables' fees were changed by law in 1780.⁸ Since 1824, the constables have been chosen by election district rather than the hundred, the boundaries and limits of which had by that year been lost sight of.⁹

When the county commissioners replaced the levy court in 1828, they were authorized to appoint the constables. The constitution of 1851 provided for the election of constables for each election district of the county every two years.¹⁰ Since 1864, however, they have been appointed for two-year terms by the county commissioners.¹¹ They must take an oath of office¹² and give a bond of \$2,000.¹³ Until 1939, they were paid

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1. Arch. Md., I, 54-55; LIII, xiii.
 2. Arch. Md., X, 410.
 3. Arch. Md., I, 410; XIII, 515-516; XXVI, 343; Laws 1715, ch. 15; 1723, ch. 15; 1752, ch. 7.
 4. Laws 1715, ch. 15.
 5. Laws 1719, ch. 12, sec. 4.
 6. The constitution of 1777 provided that the Governor appoint some civil officers but excepted the constable; in the absence of specific constitutional or legislative provision, it may be presumed that the county court continued to appoint the constables. Md. Const., 1777, art. XLVIII; Howell, The Government of Kent County, Maryland, p. 101.
 7. Laws 1794, ch. 53, sec. 8.
 8. Laws 1780, ch. 28.
 9. Laws 1824, ch. 140.
 10. Md. Const., 1851, art. IV, sec. 19.
 11. Md. Const., 1864, art. IV, sec. 47; 1867, art. IV, sec. 42.
 12. Laws 1824, ch. 140, sec. 4; 1852, ch. 172, sec. 5; 1854, ch. 18, sec. 9.
 13. Laws 1809, ch. 117, sec. 2, 3; 1835, ch. 201, sec. 16, ch. 342; 1854, ch. 148.

specified fees for the performance of their duties.¹⁴ Since 1939, constables have received an annual salary from the county commissioners and have remitted all fees received in civil and criminal cases to the commissioners.¹⁵

The number of constables to hold office in the county was not regulated by law until 1837. In that year, the county commissioners of Anne Arundel County were authorized to appoint not more than three constables for each election district.¹⁶ This limit was removed in 1842.¹⁷ Between 1852 and 1939, the number of constables appointed in each election district was regulated by law; the total ranged from sixteen to twenty.¹⁸ In 1939, the commissioners were authorized to appoint one constable for each election district.¹⁹

The chief duty of constables has always been to keep the peace and apprehend all offenders.²⁰ While slavery was in existence, the constable also had special police duties in connection with slaves.²¹ They have also been and are today required to visit suspected gambling places and report violations of the law to the circuit court²² and to enforce by arrest, if necessary, the peddler's and liquor license laws.²³ At present, however, the preservation of law and order in Anne Arundel County is in the hands of the county police force (See County Police).

The constable has always served all process directed to him by justices of the peace.²⁴ At present, he is the ministerial agent of the trial magistrates.²⁵ He also has the power to serve and levy executions in the same manner as the sheriff does.²⁶ When required, he must also

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14. Laws 1809, ch. 169, sec. 1; 1820, ch. 164; 1821, ch. 162; 1831, ch. 169; 1834, ch. 192, sec. 4; 1839, ch. 35, sec. 5; 1860, ch. 378; 1865, ch. 67; 1867, ch. 375; 1868, ch. 317; 1870, ch. 196; 1872, ch. 424; 1876, ch. 315; (local) 1837, ch. 271; 1890, ch. 316; 1892, ch. 334; 1896, ch. 449; 1900, ch. 276; 1902, ch. 467; 1920, ch. 388.
 15. Laws 1939, ch. 720, sec. 96.
 16. Laws 1837, ch. 271, sec. 1.
 17. Laws 1842, ch. 289, sec. 1.
 18. Laws 1852, ch. 274, sec. 2; (local) 1854, ch. 302, sec. 2; 1888, ch. 191; 1892, ch. 334.
 19. Laws 1939, ch. 720, sec. 96.
 20. Arch. Md., I, 410; XIII, 515-516; XXVI, 343; Laws 1715, ch. 15; Md. Const., 1851, art. IV, sec. 19; 1864, art. IV, sec. 47; 1867, art. IV, sec. 42.
 21. Laws 1723, ch. 15; 1747, ch. 17, sec. 8; 1805, ch. 80; 1806, ch. 81, sec. 3, 5; 1825, ch. 161, 1842, ch. 281; 1846, ch. 355.
 22. Laws 1842, ch. 190, sec. 11.
 23. Laws 1784, ch. 37, sec. 23; 1806, ch. 31, sec. 3.
 24. Arch. Md., I, 410; XIII, 515-516; XXVI, 343; Laws 1715, ch. 15, sec. 6; 1719, ch. 12, sec. 4.
 25. Laws 1939, ch. 720, sec. 96.
 26. Laws 1799, ch. 86; 1801, ch. 62, sec. 3.

serve and execute warrants of distress.²⁷ The jurisdiction of the constable extends to the whole county, but he may not be compelled to serve or execute civil process beyond the limits of the election district for which he is appointed.²⁸

In colonial times, the constable served as assessor and was required to submit annually to the sheriff a list of all taxable persons in his hundred.²⁹ In Anne Arundel County, between 1886 and 1939, he also served as assessor of escaped property.³⁰

The constables are required to keep no records and have kept none. For records of their appointment, bonds, and oaths of office, see entries 1, 2, 5, 175, 177, and 179.

VII. DEPUTY MEDICAL EXAMINER

The office of deputy medical examiner in Maryland is a direct successor of the ancient office of coroner. The latter functioned in the counties of Maryland as a distinct public official from 1666 until nearly the close of the nineteenth century.¹ By the end of that century, the functions of the coroner had passed to the justices of the peace.² In 1939, the office was legally abolished; the local representatives of the State Department of Post Mortem Examiners, the deputy medical examiners, took over its functions.³

At the head of the Department of Post Mortem Examiners is a Commission which appoints a deputy medical examiner, who must be a licensed doctor of medicine, for each county in the state. The choice is made from a list of not less than two candidates submitted by the medical societies of the respective counties. If there is no medical society in the county or if it refuses to submit a list of candidates, the Commission proceeds to name the deputy medical examiner independently. Each examiner receives \$15.00 for each death he investigates.⁴

27. Laws 1825, ch. 31.

28. Laws 1824, ch. 140, sec. 2.

29. Arch. Md., II, 538-539; XIII, 538; XXII, 514; XXVI, 344; XXX, 274-277.

30. Laws 1886, ch. 144; 1894, ch. 615; 1896, ch. 362; 1939, ch. 185.

1. Arch. Md., II, 130-131; Md. Const., 1867, art. II, sec. 45.

2. Maryland Manual for 1896, p. 125.

3. Laws 1939, ch. 369.

4. Ibid., sec. 3.

death and as much of the external circumstances of the death as practicable, and files a report thereof in his office. The examiner can take possession of any object or articles which, in his opinion, may be useful in establishing the cause of death, and deliver them to the state's attorney.⁵ He has the power to administer oaths and affirmations, take affidavits, and make examinations in the course of his duties.⁶

If the cause of the death in question is established beyond a reasonable doubt, the medical examiner makes a report to that effect and files it in his office, not later than thirty days after his notification of the death. If, in his opinion, an autopsy is necessary, he notifies either the Chief Medical Examiner or his Assistant in Baltimore, or one of the pathologists authorized by the Chief Medical Examiner.⁷

The deputy medical examiner must keep full and complete records, properly indexed, of every person found dead, the place where the body was found, the date and cause of death, and all other available information relating thereto. These reports are kept on forms provided by the State Commission. Copies are sent to the Commission in Baltimore and to the state's attorney.

The examiner's records are confidential and are kept in his private office on Duke of Gloucester Street, Annapolis.

For record of coroner's inquests, 1787-90, see entry 928.

311. (DEATHS), 1939--. 3 f.d. Confidential.

Investigation reports of deaths, giving name, address, age, sex and color of deceased, place and time of death, place and time of injury or accident if any, by whom pronounced dead, medical examiner notified by whom, time of examination of body, if autopsy performed, by whom performed, time of autopsy, cause of death, police investigation made by whom, name and address of accused if any, manner of death, date of report, and signature of deputy medical examiner; also includes notes on each case. Contains: Autopsy Record, 1939--, entry 312; Monthly Reports, 1939--, entry 313. Arr. chron. by date of report. Typed on ptd. form. 4 x 9 x 12.

312. (AUTOPSY RECORD), 1939--. In Deaths, entry 311.

Copies of reports of autopsies performed, giving autopsy no., name, address, age, sex and color of deceased, by whom referred, place, time and manner of death, time, place and manner of accident, body removed by whom, when removed, place and date of autopsy, name and address of accused, where copies have been sent, date, and signature of pathologist.

5. Ibid., sec. 4, 5.

6. Ibid., sec. 8.

7. Ibid., sec. 6.

313. (MONTHLY REPORTS), 1939--. In Deaths, entry 311. Copies of monthly reports of the deputy medical examiner to the State Department of Post Mortem Examiners, giving county, date, no. of deaths by cause, total deaths investigated, no. of autopsies performed by chief or assistant medical examiner, total autopsies in county, date, and signature of deputy medical examiner.

VIII. STATE'S ATTORNEY

The office of state's attorney was established in 1851. The constitution which was adopted in that year provided that a state's attorney should be elected in each county for a four-year term. The qualifications for this office were membership in the state bar and a minimum residence of a year in the jurisdiction in which the office was held. In the event of a vacancy occurring in the office between elections, the selection of a temporary state's attorney to serve until a new one could be elected rested with the judge having criminal jurisdiction in the county affected. The state's attorney was to perform the same duties and to receive the same fees and commissions that the attorney-general and his deputies had been allowed to receive.¹

The constitution of 1864 made virtually no changes in the laws concerning this office.² The present constitution, adopted in 1867, however, made several important additions and alterations. The residence requirement is now two years, i. e., the state's attorney must have resided for at least that period in the county for which he is elected.³ In the event of a vacancy occurring in the office between elections, the judge having criminal jurisdiction in the county is empowered to fill it for the rest of the term.⁴ The state's attorney has authority to collect money and give receipts in the name of the state.⁵ He must execute a \$10,000 bond.⁶ He can be removed for incompetence, willful neglect of his duty, or misdemeanor in office, on conviction in a court of law, or by a two-thirds vote of the Senate, on the recommendation of the attorney-general.⁷

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1. Md. Const., 1851, art. V, sec. 1-5.
 2. Md. Const., 1864, art. V, sec. 7-11.
 3. Md. Const., 1867, art. V, sec. 10.
 4. Ibid., sec. 11.
 5. Ibid., sec. 12.
 6. Ibid.
 7. Ibid., sec. 7.

The provision in the constitution of 1867 for remuneration of the state's attorney was the same as that which had been prescribed in previous years, i. e., he was to receive the same fees and commissions provided by law for the attorney-general.⁸ In 1900, an amendment was proposed, whereby the state's attorney of each county was not to receive more than \$3,000 annually, either as salary or in fees and commissions.⁹ This amendment was ratified by the electorate in November 1901.¹⁰

In 1902, the state's attorney of Anne Arundel County was allowed an annual salary of \$1,800 in lieu of the fees he had till then been receiving for the discharge of the duties of his office.¹¹ In 1924, his salary was increased to \$2,500,¹² and he was allowed \$600 a year for expenses. Three years later, the allowance for expenses was increased to \$1,200 a year. The preamble of this law explained that such action was necessary, because "the work and time required of the state's attorney of Anne Arundel County, in the performance of his duties... has increased from three to four fold during the past few years" and the "state's attorney... has been required to pay out of his salary, office rent, clerical help and other expenses, leaving him from said salary a very small compensation for services rendered."¹³

The state's attorney prosecutes and defends, on the part of the state, all cases in which the state may be interested.¹⁴ On the application of the sheriff, he must order execution to be issued for the recovery of all fines and penalties which may have been imposed by any court of record in the state.¹⁵ The state's attorney is also required to aid the Comptroller and Treasurer of Maryland in the adjustment of the accounts of the clerk of the court, register of wills, and sheriff of the county. For such service, he is entitled to five percent of all money sued for and paid into the treasury of the state.¹⁶

There are no statutory requirements as to the records to be kept by the state's attorney. Those he has kept are his own personal papers and may be found in his office on West Street, Annapolis. Records of previous state's attorneys may be found in the courthouse attic and the clerk of the court's basement vault.

8. Ibid., sec. 9.

9. Laws 1900, ch. 185.

10. Constitution of the State of Maryland, published by the Secretary of State, p. 202 n.

11. Laws 1902, ch. 452.

12. Laws 1924, ch. 131.

13. Laws 1927, ch. 26.

14. Laws 1821, ch. 126; 1862, ch. 177.

15. Laws 1795, ch. 74, sec. 2.

16. Laws 1829, ch. 90, sec. 4.

314. CRIMINAL DOCKET, 1896-99, 1936---. 9 vols. (dated by court term). Title varies: State's Attorney Docket, 1 vol., 1939---.

Brief record of criminal cases, giving docket no., names of attorney and deft., charge, names of witnesses, and disposition of case. Arr. numer. by case no. within court term. 7 vols., 1936---, indexed alph. by name of deft. Hdw. Aver. 250 pp. 11 x 8 x 1, 14 x 8 $\frac{1}{2}$ x 1. 2 vols., 1896-99, courthouse attic; 7 vols., 1936---, state's attorney's office.

315. INDICTMENTS, 1935---. Est. 300 papers in 2 f.d. (labeled by name of state's attorney and lettered A-Z).

Confidential record containing notes on criminal cases, including complaints and charges, confessions, testimony of witnesses and complainants, and copy of indictment. Arr. alph. by name of deft. Typed; typed on ptd. form. 11 x 14 x 27. State's attorney's office.

316. STATE'S ATTORNEY (Correspondence), 1939---. Est. 300 papers in 2 f.d. (A-Z).

Routine correspondence of the state's attorney. Arr. alph. by names of deft. or correspondent. Typed. 11 x 14 x 27. State's attorney's office.

317. (STATE'S ATTORNEY'S PAPERS), 1922-34. Est. 10,000 papers in 10 bundles.

Routine correspondence and papers in cases tried. No orderly arrangement. Hdw.; typed. 10 x 10 x 5, 15 $\frac{1}{2}$ x 10 x 6 $\frac{1}{2}$. Clerk of the court's basement vault.

IX. COUNTY POLICE

Prior to 1937, there was no organized county police force in Anne Arundel County, although the county commissioners had long before this date been authorized to appoint policemen for certain sections of the county. Thus, in 1886, they were instructed to appoint two officers to serve in Brooklyn.¹ By 1902, the number of policemen for the Brooklyn area of the county had been increased to five.² In 1906, the commissioners were empowered to appoint a policeman who was to be stationed in Germantown, in the second election district of the county,³ and in 1912 they were directed to appoint a policeman for the fourth election district.⁴

1. Laws 1886, ch. 95.

2. Laws 1902, ch. 613.

3. Laws 1906, ch. 558, sec. 130D.

4. Laws 1912, ch. 13.

In 1937, the Assembly instructed the commissioners to create a police force to be known as the "Anne Arundel County Police Department." The members of this force, which was not to exceed twenty-three men, were to be appointed by the commissioners from among the qualified voters of the county. The qualifications for appointment, i.e., age limits, etc., were outlined in the law.⁵

In 1937, there was also set up a board of police examiners to be composed of the president of the board of county commissioners, the chief of police, and an experienced physician, resident in the county. Only the physician was to be paid for his services as a board member, his compensation being set by the commissioners. The function of the board was to ascertain the qualifications of candidates for appointment or promotion in the police department and to furnish lists of those whom they approved to the commissioners.⁶

In 1939, a fundamental change was effected in the direction and organization of the police department: the powers of the board of police examiners were increased at the expense of the county commissioners. The board now was to be named by the commissioners from among taxpayers owning property assessed for at least \$2,000. Of its three members, one was to be of the political party opposite that of the majority of the commissioners, and one was to be an experienced physician of the county. All three members were to be paid a salary of \$300 per year. The first board under this new act was ordered to serve a staggered term after which all appointees were to serve for six years. No board member was to hold any other public office or any office in any political organization.⁷

According to the law of 1937, the chief of police was to be named by the commissioners from among the members of the force. He was to serve for four years and was to control and supervise the department under the general supervision of the commissioners.⁸ The chief or any officer could be removed by the commissioners for a sufficient reason. The commissioners also had the disciplinary powers of fine or suspension, although the accused policeman had to be given a hearing before being punished.⁹

In 1939, it was ordered that the chief be appointed by the board of examiners and hold his office until removed or retired.¹⁰ All promotions

5. Laws 1937, ch. 192, sec. 406A.

6. Ibid., sec. 406B.

7. Laws 1939, ch. 758, sec. 406 3/4.

8. Laws 1937, ch. 192, sec. 406B.

9. Ibid., sec. 406C.

10. Laws 1939, ch. 758, sec. 406 AA (a).

in the department were to be made from a list of eligibles supplied him by the board.¹¹ The control and supervision of the force exercised by the chief was now put in the hands of the board,¹² which was also given the disciplinary powers that originally had been held by the commissioners.¹³

In the original act which established the department, it was ordered that, besides the chief, two sergeants were to be appointed by the commissioners. The chief was to be paid \$1,800 and the sergeants \$1,620 per year.¹⁴ The remaining officers were to receive an annual salary of between \$1,200 and \$1,400.¹⁵ In 1939, it was ordered that there should be five sergeants, two desk sergeants, and nineteen officers. The salary of the chief was raised to \$2,100, and the desk sergeants were to be paid \$1,500. The pay of the other classifications remained unchanged.¹⁶

Any officers who are disabled in the line of duty or who have served not less than twenty consecutive years on the force and have reached the age of sixty-five can be retired at half-pay.¹⁷ In the 1939 reorganization bill, provision was made for widows and dependants of deceased officers.¹⁸

The law passed in 1937, which created the county police department, also authorized the establishment by the county commissioners of a bureau of identification. The function of this bureau was to cooperate with the law enforcement officers of the county and of Annapolis in the investigation of all criminal matters. The bureau's head was to be selected from among the officers of the county police force and was to be under the supervision of the chief of police. His pay was set at \$1,500.¹⁹ In 1939, the Assembly ordered that the head of the bureau be a sergeant,²⁰ which meant he was to get a salary of \$1,620.²¹

In order to afford police protection along the Anne Arundel water front during the vacation season, the commissioners may appoint as many "special officers without pay" as they feel are necessary. These appointees serve from the first of May to the first of October and their jurisdiction is confined to the community designated by the commissioners. These special officers give a \$2,000 bond.²²

11. Ibid., sec. 406 AA (b).

12. Ibid., sec. 406B (b).

13. Ibid., sec. 406C.

14. Laws 1937, ch. 192, sec. 406B.

15. Ibid., sec. 406C.

16. Laws 1939, ch. 758, sec. 406 $\frac{1}{2}$.

17. Laws 1937, ch. 192, sec. 406.

18. Laws 1939, ch. 758, sec. 406E.

19. Laws 1937, ch. 192, sec. 406 BB.

20. Laws 1939, ch. 758, sec. 406 AA (b).

21. Ibid., sec. 406 $\frac{1}{2}$.

22. Laws 1937, ch. 192, sec. 406G.

The law of 1937 ordered that a minute book be kept for the police department. This minute book was to be kept in the office of the commissioners. The law required that it contain a full record of each officer of the department, starting with the date of his application for appointment, and of all proceedings of the department.²³ In 1939, these records were ordered to be kept in the office of the board of police examiners.²⁴ The records of the police department are, unless otherwise specified, kept in the office of the desk sergeant in the police building at Ferndale. The records of the bureau of identification are kept at the county jail in Annapolis.

For record of proceedings of the board of police examiners, see entry 930.

318. (CRIMINAL RECORD), 1937--. Est. 8,000 cards in 8 f.d. (labeled by type of offense).
Record of criminal offenses, giving name and address of offender, district no., date of arrest, charge, nature of offense, and date. Arr. alph. by name of offender within type of offense. Typed. 5 x 14 x 24.
319. (COMPLAINTS), 1937--. Est. 4,000 papers in 2 bundles.
Daily record of complaints, giving district no., name of complainant, name of officer assigned to investigate, date, time, report, and call no. Arr. chron. by date of complaint. Hdw. under ptd. head. 2 $\frac{1}{2}$ x 14 x 16. Attic storeroom; current sheet in office.
320. (COMPLAINTS), 1939--. 3 vols. (A-C).
Duplicate reports of complaints filed by substations, giving name and address of complainant, nature of crime, date, case no., district no., details of crime, name and address of victim, description of suspect, name of person reporting crime, value of property involved, and name of officer to whom case is assigned. Arr. chron. by date of report. Typed on ptd. form. Aver. 400 pp. 5 x 6 x 1, 5 x 6 x 2 $\frac{1}{2}$.
321. RECORD OF ARRESTS, 1938--. 1 vol.
Record of persons arrested, giving substation call letter, call no., name, sex, age, description, occupation and marital condition of deft., date of arrest, nature of offense, name of plf., date of trial, name of arresting officer, disposition of case, amount of fine and costs, and name of magistrate. Arr. chron. by date of arrest. Indexed alph. by name of deft. Hdw. 402 pp. 16 x 14 x 1 $\frac{1}{2}$.
322. (ARRESTS), 1937--. 4 vols. (1-4).
Duplicate reports of arrests by substations, giving district no., date of report, name of chief of police, nature of report, names of plf., deft.,

23. Ibid., sec. 406C.

24. Laws 1939, ch. 758, sec. 406C.

County Police -
Bureau of Identification

(323-328)

and witnesses, and signature of officer. Arr. chron. by date of report. Hdw.; typod. Aver. 380 pp. 8 x 12 x 1, 8 x 12 x 3 $\frac{1}{2}$.

323. GRAND JURY CASES PENDING, APPEAL CASES, PHOTOGRAPHS, 1940--
Est. 50 cards, 200 photographs in 1 f.d.

Papers in pending cases and appeals, giving district no., date, names of plf. and def., address of def., charge, date filed, date and place of trial, names of magistrate and arresting officer, and disposition of the case; also contains photographs of criminals. Arr. alph. by name of offender. Typed. 5 x 14 x 24.

324. (RECOVERED PROPERTY), 1939--. 1 vol.

Record of lost or stolen property recovered, giving district no., description of property, date recovered, value, name of person from whom recovered, name of person charged, name of claimant, disposal of accused, name of officer, signature of person receiving property, date approved by chief of police, and name of sergeant. Arr. chron. by date of report. Hdw. on ptd. form. 80 pp. 5 x 6 x $\frac{1}{2}$.

325. (RECOVERED AUTOS), 1937--. 1 vol.

Record of stolen automobiles recovered, giving name and address of owner, date reported lost, district no., type of car, car and engine nos., where found, date recovered, name and address of person arrested or suspect, disposal of car, name of officer, and value of car. Arr. chron. by date recovered. Hdw. on ptd. form; typed on ptd. form. 120 pp. 6 x 9 x 1.

326. PERSONS KILLED AND INJURED REPORTS, 1937--. Est. 1,000 papers in 1 f.d.

Miscellaneous papers, including reports of persons killed or injured, record of calls, officers' reports, record of duties performed by officers, bills and receipts for expenditures, radio log sheets, bulletins from State Police Headquarters and Federal Bureau of Investigation, and fingerprints. Arr. chron. by date filed. Hdw.; typed; hdw. on ptd. form; typed on ptd. form; hdw. under ptd. head; typed under ptd. head. 12 x 13 $\frac{1}{2}$ x 24.

327. CORRESPONDENCE, 1937--. Est. 1,800 papers in 1 f.d.

Routine correspondence of the police department. Arr. chron by date filed. Hdw. 12 x 13 $\frac{1}{2}$ x 24.

Bureau of Identification

328. (CRIMINAL RECORD), 1935--. Est. 50,000 papers in 4 f.d.
(labeled by division of alphabet contained).

Original papers and reports on all criminal cases, including records of arrest, reports of the Federal Bureau of Investigation, fingerprints, and photographs. Each criminal's record is in a folder with his name on it. Arr. alph. by name of criminal. Typed; typed on ptd. form. 11 $\frac{1}{2}$ x 14 x 24.

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Budget Supervisor

329. (ARRESTS), November 1935--. Est. 2,300 cards in 10 f.d. (1-10). Subtitled by type of offense. Card record of criminal arrests, giving name of prisoner, date of arrest, fingerprint classification, photograph, and number. Arr. alph. by name of prisoner within classification. Typed on ptd. form. 4 x 6 x 16.
330. (DISPOSITION), 1935--. Est. 2,000 cards in 2 f.d. (1, 2). Card record of criminal arrests and disposition of cases, giving date, name of deft., age, sex, color, description, charge, place of arrest, name of arresting officer, fingerprint classification, date of trial, and sentence or fine. Arr. alph. by name of prisoner. Typed 6 x 10 x 16 $\frac{1}{2}$.
331. LATENT PRINTS (Detention), 1940--. Est. 50 papers in 1 f.d. (3). Record of overnight detention on minor charges, prisoner being released without trial, giving date, name of prisoner, and offense. Does not contain latent prints. No orderly arrangement. Hdw. 6 x 10 x 16 $\frac{1}{2}$.
332. (FINGERPRINT RECORD), 1935--. Est. 2,300 cards in 3 f.d. (numbered 1-3; also labeled 1-32 by fingerprint classification). Fingerprint record of criminals, giving name, residence, age, color and description of criminal, United States Department of Justice no., date of fingerprinting, fingerprints, classification, and signature of criminal. Arr. numer. by classification. Hdw. and typed on ptd. form. 9 $\frac{1}{2}$ x 10 x 24.

X. BUDGET SUPERVISOR

In 1939, the Assembly created the department of the budget for Anne Arundel County. This new division of county government has at its head an official entitled the budget supervisor. He is appointed by the Governor from a list of five certified public accountants submitted by the county commissioners. If none of these five meets with the Governor's approval, he can demand a new list. However, if a list of nominees is not forthcoming from the commissioners within a specified period, the Governor may appoint whomever he wishes. The budget supervisor who is selected serves as long as he performs his duty efficiently. He can be removed from office by the Governor, after hearings, on the grounds of misconduct or incompetence. His annual salary is \$3,600.¹ In the event

1. Laws 1939, ch. 185, sec. 174A.

of the supervisor's absence, or if a vacancy occurs in the office, the director of the department of assessments is ordered by law to fill the post temporarily.²

The duty of the budget supervisor is to assist in the preparation of the county budget and to audit and supervise all expenditures of county funds.³ The law outlines the form in which the budget is to be drawn up.⁴ Itemized estimates of the sum necessary to operate each county agency in the ensuing fiscal year must be submitted annually to the budget supervisor by the head of each agency. Their estimates must be turned in before the first of September of each year, in a form prescribed by the budget supervisor. He may also require additional information from the agency heads at any time.⁵ The budget supervisor must then prepare and submit to the county commissioners, before the first of October, a tentative budget, which must include the estimates submitted by each agency head, the amount appropriated for each agency for the current fiscal year, and the amount recommended as an appropriation for the agency. Further, he is required to include a comparative report of anticipated revenue for the current and ensuing fiscal year (except current taxes), the total assessed value of taxable property at the current tax rate, and the estimated tax rates required by the appropriations he recommends.⁶ The tentative budget is examined by the commissioners, who may make any revisions they believe necessary before they accept it.⁷

To regulate the expenditure of funds, the county treasurer is directed to disburse county funds only on vouchers approved and countersigned by the commissioners and the budget supervisor.⁸ The budget supervisor can only approve those vouchers for expenditures which have been authorized by a budget or emergency appropriation.⁹

There are no records that the supervisor is required by law to keep. Those he does keep are to be found in his office on the second floor of the courthouse.

333. (LEDGER), 1940--. Est. 400 papers in 1 f.d.
Ledger record of all accounts: for general accounts, giving name and no. of account, date of transaction, journal folio no., description of transaction, amount of debit or credit, and available balance; for appropriation accounts, giving classification, classification no., total allotment, date, purchase order no., voucher no., amounts debited and credited to

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2. Ibid., sec. 174R.
 3. Ibid., sec. 174B.
 4. Ibid., sec. 174C.
 5. Ibid., sec. 174D.
 6. Ibid., sec. 174C.
 7. Ibid., sec. 174G, 174H, 174I.
 8. Ibid., sec. 174K.
 9. Ibid., sec. 174M.

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County Treasurer

encumbrances, amount expended, and balance unencumbered. Arr. numer. by classification and account no. Typed under ptd. head. 12 x 15 x 22.

334. (JOURNAL), 1937--. 1 vol.

Journal record of receipts and expenditures posted to the general ledger 1937-39, and appropriation ledger 1940--, giving date, control account no., and amount. Arr. chron. by date of recording. Hdw. 300 pp. 14 x 11 x 1.

335. REGISTER OF BONDS, 1906--. 1 vol.

Record of bonds issued by the county, giving amount of issue, purpose, date, interest payable, sinking fund, coupons, and redemption. Arr. chron. by date of entry within bond issue. Typed. 300 pp. 11 x 14 x 3.

336. (VOUCHER REGISTER), 1937--. 1 vol.

Record of vouchers issued for erosion districts, giving date, name of payee, voucher no., amount, date, check no., and erosion district. Contains: Journal, entry 337. Arr. chron. by date of voucher. Hdw. 75 pp. 11 x 15 x 1.

337. (JOURNAL), 1937--. In Voucher Register, entry 336.

Journal record of appropriations and expenditures for erosion districts, giving date, debit and credit items, distribution of expenditures under appropriation accounts, totals of each account, and expense analysis.

XI. COUNTY TREASURER

The office of treasurer of Anne Arundel County was created in 1884.¹ According to the law passed at that time, the county commissioners were to appoint a man "of sound judgment and skill as an accountant" who was to serve for two years. He could be removed by the commissioners at any time for neglect of duty or misbehavior in office.²

In 1890, the office was made elective. The duly elected treasurer was to serve a two-year term and could not succeed himself.³ Four years later, the term was increased to four years.⁴ In 1924, the ban on self-succession was lifted.⁵

The law of 1884, which established the office, ordered that the

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1. Laws 1884, ch. 462.
 2. *Ibid.*, sec. 195.
 3. Laws 1890, ch. 535, sec. 222.
 4. Laws 1894, ch. 1, sec. 222.
 5. Laws 1924, ch. 134.

commissioner-appointed treasurer was to take the same oath and give the same bond as were required of collectors of state taxes. In addition, he was required to execute to the state a separate bond in the sum of \$40,000.⁵

The compensation provided for by the act of 1884 for the service of the treasurer was a commission. Its exact size was to be fixed by the county commissioners, but it was not to exceed $2\frac{1}{2}\%$ of the total amount of county taxes that the treasurer collected. Besides this, he was to receive the commission allowed by existing law to state tax collectors.⁷ Between 1890 and 1933, the treasurer was allowed a fixed annual salary of \$1,200 for his work as county tax collector.⁸ Since 1933, he has been paid \$5,000 annually for collecting county, state, and school taxes.⁹

The chief duties assigned to the treasurer are to collect all state and county taxes levied in Anne Arundel County and disburse all funds. He forwards bills to each taxpayer as soon as the tax levy is made. If necessary, he enforces payment by sale of real or personal property of the delinquent.¹⁰ He has his own office at Annapolis, which must be open for business from 10 A.M. to 3 P.M. daily.¹¹ According to the provisions of the original law, the treasurer or his deputy had to spend two days between the first of July and the first of September of each year in each election district of the county to collect taxes. Notice of his coming and an abstract of the discounts and interest charges on taxes had to be advertised by him in each election district.¹² These requirements, however, were subsequently dropped.

Until 1933, when the assessing department of the county was created,¹³ the treasurer also served as an assessor. He was required to keep himself informed as to all property liable to taxation but not included in the assessment lists, or of property in need of re-assessment. The treasurer was to make these assessments or re-assessments himself and to report them to the county commissioners. In his exercise of this function he was "clothed with the power of general assessor" and received the usual fees paid assessors.¹⁴ The constables of the county, after 1894, served as the treasurer's agents in this connection, i.e., they were to report to him any property of which the treasurer was unaware, which was unassessed or in need of re-assess-

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6. Laws 1884, ch. 462, sec. 196.
 7. Ibid., sec. 200, sub-sec. 8.
 8. Laws 1890, ch. 535, sec. 235.
 9. Laws 1933, ch. 306, sec. 499.
 10. Laws 1884, ch. 462, sec. 195.
 11. Ibid., sec. 197.
 12. Ibid.
 13. Laws 1933, ch. 306, sec. 497.
 14. Laws 1884, ch. 462, sec. 197, sub-sec. 6.

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County Treasurer -
Tax Collection

ment; they were allowed one-half of the usual assessment fees for their services.¹⁵

The law requires that the treasurer keep several sets of records. He keeps an account of all taxes and money he collects. He maintains a cash account of money received and disbursed, and an account of all debts due to or owing by the commissioners. Further, he is required to keep a separate account for each creditor and debtor of the county (other than for individual taxes). This includes all county employees and all appropriations for specific purposes.¹⁶ The treasurer must also retain all vouchers for expenditures for at least two years.¹⁷

The treasurer must report regularly on his accounts at the monthly meetings of the commissioners. His records are subject to inspection at any time by the commissioners, the grand jury, or by any taxpayer of the county.¹⁸ The current records are kept in his office and in a small room nearby, known as the cage. Obsolete records are also found there as well as in the addressograph room in the courthouse basement and in the small attic in back of the courtroom gallery.

Tax Collection

338. LEVY BOOK (Tax Roll and Ledger), 1903-14, 1918, 1921-22, 1925--. 74 vols. (67 vols. dated; 11 vols. also labeled by name of treasurer; 48 vols. also numbered by district no.). Title varies: Real Estate, 1 vol., 1929. 60 vols., 1914, 1918, 1921-22, 1925-28, 1930-31, 1933--, not titled.

Record of taxes collected, giving 1905-34, date paid, name and address of taxpayer, amount of assessment, amount of county and state tax, and remarks; 1935--, computations, name and address of taxpayer, description of property, basis of assessment on state exempt, real, personal, special and intangible property, total assessment, amount collected on each of the foregoing classifications, total tax collected, interest and penalty collected, date paid and amount, and refunds. Arr. alph. by name of taxpayer. Hdw. under ptd. head 1903-18; typed under ptd. head 1921--. Avor. 500 pp. 16 x 10 $\frac{1}{2}$ x 3, 17 x 22 x 3. 1 vol., 1903-7 attic; 37 vols., 1905-35 addressograph rm.; 36 vols., 1936--, treasurer's office.

339. PART PAYMENTS (Taxes), 1931--. 7 vols. (5 vols. dated; 3 vols. numbered). Title varies: Partial Payment Ledger, 1 vol., 1931-34; Tax Savings, 1 vol., 1935. 1 vol., 1935, not titled.

Record of part payments on taxes, giving name and address of taxpayer,

15. Laws 1894, ch. 615, sec. 233.

16. Laws 1884, ch. 462, sec. 200; 1894, ch. 615, sec. 227.

17. Laws 1939, ch. 185, sec. 174K, sub-sec. a26.

18. Laws 1884, ch. 462, sec. 200; 1894, ch. 615, sec. 227.

County Treasurer -
Tax Collection

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account no., date and amount paid, amount of county taxes and interest, total, and balance. Arr. alph. by name of taxpayer. Hdw. under ptd. head. Aver. 600 pp. 11 x 14 x 2, 11 x 14 x 6. 2 vols., 1931-35, cage; 3 vols., 1935-37, addressograph rm.; 2 vols., 1938-- , treasurer's office.

340. (CERTIFICATES OF DEPOSIT), 1935-- . 1 vol.

Duplicate certificates of deposit of state tax funds, giving certificate no., amount, date, name of bank, signature of teller, class of revenue, nature and description, amount, and total. Arr. numer. by certificate no. Typed on ptd. form. 200 pp. 13 x 9 x 2. Cage.

341. CASH RECEIPTS (Taxes), 1898-1926. 27 vols. (dated; 21 vols. labeled by name of treasurer). Title varies: Day Cash Book, 10 vols., 1898-1911; Cash Book, 2 vols., 1900, 1913.

Ledger account of tax collections, giving date, levy book, name of taxpayer, basis, amount of tax by classification, amount of interest on state and county taxes, insolvency, equity, and excess taxes, and total. Arr. chron. by date of receipt. Hdw. under ptd. head. Aver. 300 pp. 15 x 14 x 1 $\frac{1}{2}$, 17 x 17 x 1 $\frac{1}{2}$. 11 vols., 1898-1909, 1911-12, attic; 16 vols., 1910, 1913-29, addressograph rm.

342. (OVERPAID TAXES), 1936-38. 1 vol.

Record of overpaid taxes, giving name and address of taxpayer, account no., date and amount paid, amount of county taxes and interest, and total. Arr. alph. by name of taxpayer. Hdw. under ptd. head. 300 pp. 11 x 14 x 1 $\frac{1}{2}$. Treasurer's office.

343. EQUITY TAX LEDGER, 1893-97. 1 vol. (dated).

Record of taxes on trust estates in equity, giving date, district no., name of trustee, name of estate, basis of assessment, county school and state taxes, and total amount. Arr. chron. by date of payment. Indexed alphi. by name of estate within district. Hdw. 153 pp. 15 $\frac{1}{2}$ x 10 x 1. Addressograph rm.

344. HIGHLAND BEACH INCORPORATED, 1916-- . Est. 50 papers in 1 f.d.

Lists of taxes assessed in Highland Beach, giving date, name of taxpayer, amount of assessment, and amount due. No orderly arrangement. Hdw. 11 x 6 x 16. Cage.

345. (TAX BILLS), 1939-- . Est. 94,600 tax bills in 14 f.d. (labeled by district no.).

Duplicate tax bills, giving name and address of taxpayer, district no., levy year, folio and line no., amount of assessment, tax rate, amount of county and state taxes, total, amount of discount and interest, and total amount of taxes. Arr. alph. by name of taxpayer. Typed on ptd. form. 8 x 18 x 30. Treasurer's office.

346. (TAX RECEIPTS), 1914-26, 1933-- . Est. 95,000 stubs in 9 f.d., 9 boxes (7 f.d., 9 boxes, not labeled; 2 f.d. dated)

Stubs of tax bills retained as receipts for payment of taxes, giving name and address of taxpayer, folio, amount of assessment, tax rate,

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County Treasurer -
Tax Arrears

amount of county and state taxes, total, amount of discount or interest, and total amount paid. No orderly arrangement. Typed on ptd. form. F.d. $11\frac{1}{2} \times 16 \times 25$, boxes $8\frac{1}{2} \times 10\frac{1}{2} \times 21$. 9 boxes, 1914-26, addressograph rm.; 9 f.d., 1933--, treasurer's office.

347. (TAX COLLECTION), 1929-35. 686 vols. (numbered by receipt no. contained).

Carbon copies of receipts issued for payment of taxes, giving folio of Levy Book, entry 338, date, name of payee, levy year, district no., amount of tax by classification, signature of treasurer, and date. Arr. numer. by receipt no. Hdw. on ptd. form. Aver. 85 pp. $22 \times 8\frac{1}{2} \times 1$. Addressograph rm.

348. (TAX REFUNDS), 1932--. 3 vols.

Carbon copies of orders authorizing county treasurer to refund taxes, giving date, order no., name of taxpayer, district, amount of refund, year of assessment, and remarks. Arr. numer. by order no. Hdw. on ptd. form. Aver. 125 pp. $12 \times 8\frac{1}{2} \times 1\frac{1}{2}$. Treasurer's office.

349. TAX LEVY BOOK, 1911-17, 1930. 60 vols. (13 vols. not labeled; 44 vols. labeled by district no. and dated). 24 vols., 1911, 1916, 1930, not titled.

Duplicates of tax bills, giving district no., levy year, names of deputy and treasurer, name of taxpayer, county and state assessment rate, amount of county and state taxes and interest, total, date paid, signature of treasurer, schedule of property distrained, notices of distraint, and certification of treasurer that notice and true copy of schedule have been posted on seized property. Arr. alph. by name of taxpayer. Hdw. on ptd. form. Aver. 600 pp. $11 \times 8\frac{1}{2} \times 1$, $16 \times 8\frac{1}{2} \times 2\frac{1}{2}$. 52 vols., 1911-17, attic; 8 vols., 1930, addressograph rm.

350. PROPERTY PURCHASED BY CO. COMM. (County Commissioners) TAX SALE, 1899--. 1 vol.

Record of property bought by the county commissioners at tax sales, giving name of taxpayer, description of property, location, date, amount paid, liber and folio of land record, name of purchaser if sold, and date sold. Arr. alph. by name of taxpayer within district. Hdw. 175 pp. $11 \times 14 \times 1\frac{1}{2}$. Cage.

For commissioners' records of tax sales, see entries 22-25.

351. TAX SALE RECORD, 1909-14. 1 vol.

Record of property sold for taxes, giving name of treasurer, date, name of owner, district, liber and folio of land record, and amount of unpaid taxes. Arr. chron. by year of sale. Hdw.; typed. 300 pp. $14 \times 8\frac{1}{2} \times 1$. Cage.

For commissioners' records of tax sales, see entries 22-25.

Tax Arrears

352. ARREARAGE LEDGER, 1931-38. 26 vols. (16 vols. numbered and labeled by districts and letters of alphabet contained; 9 vols.

County Treasurer -
Assessments

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dated) 4 vols., 1935, 1937, not titled.
Record of tax accounts on which payments were in arrear, giving classification, tax basis, year, amounts of state and county taxes, total tax, amount of interest and penalty, date paid, amounts of county and state abatements and increases, date, amounts of overpayments to and refunds from county and state, and date. Arr. alph. by name of taxpayer. Hdw. under ptd. head. Aver. 500 pp. 11 x 14 x 2 $\frac{1}{2}$, 11 x 14 x 5. 17 vols., 1931-34, cage; 6 vols., 1935, addressograph rm.; 3 vols., 1936-38, treasurer's office.

353. CLOSED ACCOUNTS (Taxes), 1935-37. 1 vol. (dated).
Record of accounts in arrears that have been paid, showing information as in entry 352. Arr. alph. by name of taxpayer within year. Hdw. under ptd. head. 1,200 pp. 11 x 14 x 6. Treasurer's office.

354. RECEIPTS, 1935--. Est. 25,000 papers in 4 f.d.
Duplicate receipts for delinquent taxes paid, giving district, name and address of taxpayer, amount of county, state, intangible and special taxes, interest and penalty, total, and date paid. Arr. chron. by date paid. Typed on ptd. form. 10 x 9 $\frac{1}{2}$ x 20. Cage.

355. (RECEIPTS, ARREARS), 1931-35. 5 vols.
Carbon copies of receipts issued by the treasurer for payment of delinquent taxes, giving receipt no., name of taxpayer, district, location, amount of assessment, total taxes due, date paid, and signature of treasurer. Arr. numer. by receipt no. Hdw. on ptd. form. Aver. 1,400 pp. 6 x 9 x 4. Cage.

356. CARBON COPIES OF BILLS SENT OUT PREVIOUS TO 1935 TAX SALE, 1935. Est. 15,000 papers in 2 boxes (labeled by district).
Carbon copies of special tax bills sent to delinquent tax payers prior to date of tax sale, giving name of taxpayer, district, amount of state and county taxes and interest, costs, notices, fees, and total. Arr. alph. by name of taxpayer. Typed on ptd. form. 7 $\frac{1}{2}$ x 9 x 20, 9 x 6 x 20. Cage.

357. AMORTIZATION AGREEMENTS, 1935--. Est. 3,000 papers in 2 f.d.
Original lien agreements in five year amortization plan to pay delinquent taxes, giving date, name of taxpayer, amount owing, amount of yearly payment, and signatures of taxpayer, licensee and witnesses. Arr. alph. by name of taxpayer. Hdw. on ptd. form. 11 x 6 x 16. Cage.

358. (RECEIPTS FROM STATE TREASURER), 1935--. 1 vol.
Receipts from the State Treasurer for delinquent tax funds deposited, giving receipt no., date, amount, name of bank, and signature of comptroller. Arr. chron. by date received. Typed on ptd. form. 200 pp. 12 x 9 x 2. Cage.

Assessments
(See also entries 7-21, 383-403)

359. (INCREASED ASSESSMENTS), 1938-39. 1 vol.

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County Treasurer -
Assessments

Record of increased assessments, giving district no., levy year, kind of property, date, name of property owner, index no., date, certificate no., amount of state and county assessments, amount of county, state and special taxes, and total. Arr. numer. by district no. Hdw. under ptd. head. 200 pp. 8 $\frac{1}{2}$ x 12 x 1. Treasurer's office.

360. INCREASES, 1928-38. 6 vols. (3 vols. labeled by order nos. contained; 1 vol. dated). 2 vols., 1937-38, subtitled R & P (Real and Personal). 1 vol., 1936, not titled.

Copies of orders to the county treasurer authorizing increases in assessments, giving order no., date, name of taxpayer, district, year, amount of increase, and signatures of president and clerk of the commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 1,000 pp. 6 x 9 x 4, 8 x 9 x 5 $\frac{1}{2}$. 3 vols., 1928-36, cage; 3 vols., 1936-38, treasurer's office.

361. DECREASES ISSUED, 1931, 1936-39. 8 vols. (7 vols. labeled by order nos. contained and dated; 5 vols. also numbered). 1 vol., 1931, subtitled Insolvency Book. 1 vol., 1936-39, not titled.

Original copies of orders authorizing decreases in assessments, giving order no., date, district, levy year, name, amount of assessment, amount of county and state taxes, and signatures of president and clerk of county commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 350 pp. 6 x 9 x 4, 16 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 1. Cage.

362. (ASSESSMENT DECREASES), 1934-35. 1 vol.

Copies of orders to the county treasurer authorizing decreases in assessments, giving order no., date, name of taxpayer, district, year, amount of decrease, and signatures of president and clerk of the commissioners. Arr. numer. by order no. Hdw. on ptd. form. 800 pp. 8 x 9 x 5 $\frac{1}{2}$. Treasurer's office.

363. AUTOMOBILE ASSESSMENTS (Tax Roll and Ledger), 1927--.
36 vol. (20 vols. dated; 25 vols. numbered; 6 vols. not labeled). Title varies: Automobiles, 9 vols., 1932-37. 16 vols., 1927-31, 1933-35, 1940, not titled.

Record of automobile tax collections, giving district no., name and address of taxpayer, amount of assessment, amount of taxes under classification, total amount of tax, amount of discount or interest, date and amount paid, and amount of refund. Arr. alph. by name of taxpayer within district. Hdw. under ptd. head 1927-38; typed under ptd. head 1939--. Aver. 800 pp. 16 x 21 x 2 $\frac{1}{2}$, 18 x 22 x 3. 28 vols., 1927-37, addressograph rm.; 8 vols., 1938--, treasurer's office.

364. AUTOMOBILE INCREASES, 1934-37. 8 vols. (4 vols. dated; 2 vols. also labeled by nos. of orders contained; 4 vols. not labeled).

Carbon copies of orders to county treasurer authorizing increases in assessments on automobiles, giving order no., date, name of owner, district no., year of assessment, amount, remarks, year, amount of county and state taxes, and signatures of president of and clerk to county commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 368 pp. 23 x 9 x 5 $\frac{1}{2}$. Treasurer's office.

County Treasurer -
Receipts and Disbursements

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365. AUTO DECREASES, 1935-38. 2 vols. (dated).

Carbon copies of orders to county treasurer authorizing decreases in assessments on automobiles, giving order no., date, name of owner, district no., year of assessment, amount, remarks, year, amount of county and state taxes, and signatures of president of and clerk to county commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 375 pp. 23 x 9 x 5 $\frac{1}{2}$. Treasurer's office.

Receipts and Disbursements

366. CASH RECEIPTS, 1926--. 2 vols. (1 vol. dated).

Record of cash receipts, giving vol. and folio of tax ledger, name of taxpayer, amount paid, distribution by district and class of taxes, and total. Arr. chron. by date of recording. Hdw. Aver. 425 pp. 15 x 14 x 2, 17 x 22 x 3. Cage.

367. CASH ACCT. (Account), 1938--. 1 vol.

Record of disbursements, giving date, no. of check, and amount. Arr. numer. by check no. Hdw.; typed. 260 pp. 11 x 14 x 1 $\frac{1}{2}$. Treasurer's office.

368. CASH DISBURSEMENTS, 1916-37. 16 vols. (12 vols. dated; 10 vols. also labeled by name of treasurer).

Record of all money disbursed by treasurer, giving 1916-26, date, ledger folio, purpose of expenditure, year of levy, how disbursed; 1927-37, date, payee, voucher no., amount, vouchers payable, sinking fund, cash accounts, bank deposits and withdrawals, and check no. Arr. chron. by date of disbursement within district. Hdw. under ptd. head. Aver. 250 pp. 16 $\frac{1}{2}$ x 14 x 3, 14 x 13 $\frac{1}{2}$ x 1 $\frac{1}{2}$. 15 vols., 1916-33, addressograph rm.; 1 vol., 1933-37, cage.

369. (ORDERS TO PAY), 1919-24. Est. 7,500 papers in 10 bundles.

County commissioners' orders to the treasurer to pay money for county purposes, giving order no., date, name of payee, amount, purpose, fund charged to, and signatures of clerk and the county commissioners. Arr. numer. by order no. Hdw. on ptd. form. 7 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 2 $\frac{1}{2}$, 8 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 6. Addressograph rm.

370. CASH SUMMARY (Vouchers), 1935--. 6 vols.

Carbon copies of checks for disbursements of the county commissioners, giving name of bank, check no., name of payee, amount, and purpose. Arr. numer. by check no. Hdw. Aver. 1,200 pp. 7 x 8 $\frac{1}{2}$ x 6. Treasurer's office.

371. (DISBURSEMENTS), 1907, 1923-27. 35 vols.

Voucher record of disbursements, giving voucher no., amount, date, name of payee, amount, account, and fund. Arr. numer. by voucher no. Hdw. on ptd. form. Aver. 100 pp. 13 x 6 x 1 $\frac{1}{2}$. Addressograph rm.

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County Treasurer -
Receipts and Disbursements

372. LEDGER, 1897-1900, 1907-35. 4 vols. 2 vols., 1914-35, not titled.

General ledger of all receipts and disbursements, giving date, folio of journal from which posted, amount debited or credited, debit and credit balances. Arr. chron. by date of transaction within account. Indexed alph. by account. Hdw. under ptd. head. Aver. 500 pp. 11 x 12 x 3. Addressograph rm.

373. JOURNAL, 1900-31. 5 vols. (2 vols. dated). 1 vol., 1927-31, not titled.

Journal record of debits and credits posted to ledger, giving date, names of accounts debited and credited, amount debited and credited, and explanation. Arr. chron. by date recorded. Hdw. Aver. 250 pp. 14 x 10 $\frac{1}{2}$ x 1, 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1. Addressograph rm.

374. JOURNAL, 1909-10. 1 vol.

Treasurer's account of expenditures from the levy funds, giving levy year, account, amount debited and credited, and balance. Arr. chron. by date of recording. Indexed alph. by name of account. Hdw. 400 pp. 12 x 7 $\frac{1}{2}$ x 2. Attic.

375. GENERAL CASH BOOK, 1899-1927. 24 vols. (22 vols. dated; 2 vols. also labeled by name of treasurer).

Record of treasurer's cash receipts and disbursements, giving date, year of levy, name of payer or payee, folio, amount, and total, under debits and credits. Arr. chron. by date of transaction. Hdw. under ptd. head. Aver. 180 pp. 16 x 10 $\frac{1}{2}$ x 1. 8 vols., 1899-1910, 1912, attic; 16 vols., 1911, 1913-27, addressograph rm.

376. COLLECTION LEDGER, 1884-86. 1 vol. (#3).

Treasurer's account of receipts and disbursements, showing information as in entry 375. Arr. chron. by date of transaction. Hdw. 233 pp. 18 x 11 x 2. Addressograph rm.

377. REPORT OF TREASURER, July 1923-June 1925. 37 papers in 2 bundles.

Monthly reports of the treasurer of all receipts and disbursements, giving name of treasurer, date, receipts and disbursements, and balance. Arr. chron. by date of report. Hdw. on ptd. form. 11 x 4 $\frac{1}{2}$ x 1. Addressograph rm.

378. (CANCELLED CHECKS), 1922-28, 1930-38. Est. 85,000 checks in 16 f.d., 5 boxes, 4 bundles.

Checks issued in payment of bills, returned by banks after payment, giving name of bank, check no., date, name of payee, amount, and signature of treasurer. Arr. numer. by check no. Typed on ptd. form. F.d. 4 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 25; boxes 13 x 13 x 5 $\frac{1}{2}$, 15 x 12 x 18; bundles 8 $\frac{1}{2}$ x 3 $\frac{1}{2}$ x 6. 5 boxes, 4 bundles, 1922-28, 1930-33, addressograph rm.; 16 f.d., 1934-38, treasurer's office.

Miscellaneous

379. (CORRESPONDENCE), 1921-31, 1935--. Est. 15,500 papers in 4 f.d. (2 f.d. labeled A to S; T to W). Routine correspondence of the county treasurer. Arr. alph. by correspondent and subject. Hdw.; typed. 11 $\frac{1}{2}$ x 16 $\frac{1}{2}$ x 25, 16 x 12 x 16. 1 f.d., 1921-31, cage; 3 f.d., 1935--, treasurer's office.
380. EROSION CASH ACCOUNT, 1935--. 1 vol. Record of disbursements from the beach erosion account, giving name of beach, date, voucher and check nos., name of bank, amounts of deposit and withdrawal, and balance. Arr. numer. by voucher no. Typed under ptd. head. 90 pp. 11 x 14 x $\frac{1}{2}$. Treasurer's office.
381. (SECURITIES TAXES), 1911-26. 16 vols. Stubs of receipts for taxes paid on shares of corporations other than ordinary business corporations, giving receipt no., year, name of taxpayer, no. of shares, value of each share, total assessment, county, school and road taxes, and interest. Arr. numer. by receipt no. Hdw. on ptd. form. Aver. 150 pp. 4 $\frac{1}{2}$ x 15 x $\frac{1}{2}$. Addressograph rm.
382. RECORD OF PROPERTY OWNED BY CO. COM. (County Commissioners), 1889-1938. 1 vol. Record of land acquired by the commissioners as right-of-ways for roads, giving name of grantor, district, location, price, and date of purchase. Arr. chron. by date of recording. Hdw. under ptd. head. 200 pp. 8 x 12 $\frac{1}{2}$ x 2. Cage.

XII. SUPERVISOR OF ASSESSMENTS

The office of supervisor of assessments is of recent origin, having been created in 1914.¹ The action of the Assembly in providing that each county should have a supervisor of assessments was dictated by a desire for state-wide uniformity in certain matters of assessment, the details and interests of which transcended county lines. A step in this direction was made in 1878, when the legislature created a State Tax Commissioner. This official was directed to assess for state purposes the capital stock of all banks subject to state taxation.²

The State Tax Commissioner was replaced in 1914 by the State Tax Commission, which was then and subsequently given considerably wider powers over the administration of the state's assessment and tax laws.³

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1. Laws 1914, ch. 841.
 2. Laws 1878, ch. 178.
 3. Laws 1914, ch. 841.

Also, as has been said, the Assembly further provided for a supervisor of assessments in each county to act as a local representative of the State Tax Commission.

In Anne Arundel County, the office of the supervisor of assessments has evolved into that of a county official in charge of actual assessments. Since 1939, when a county department of assessment was created, the supervisor has served as director of this department.⁴ He has become, in short, as much of a county official as he is the local representative of a state agency.

The close supervision to be exercised by the State Tax Commission over the supervisor of assessments is demonstrated by some of the legal provisions surrounding the latter officer. He is appointed by the commission from a list of five persons submitted by the county commissioners; and if no such list is furnished upon request, the appointment is made without it. The only qualification required is that of residence in the county. Once in office, the supervisor of assessments cannot hold any other public office of profit and can at any time be removed from office by the State Tax Commission, for "incompetency or cause." Between 1914 and 1937, his salary was based upon the aggregate value of property subject to taxation under his supervision and was paid by the county commissioners.⁵ In the latter year, the supervisor for Anne Arundel County first received a fixed annual salary, which has since been increased to \$3,600.⁶

In the counties of Maryland, the supervisor of assessments is charged with the "general supervision over the assessment of all property in the county."⁷ Since 1916, he has also served as chief assessor of the county.⁸ At present, in Anne Arundel County, as mentioned above, the supervisor is also director of the county department of assessment, created "to supervise and control all assessments of property for taxation in the county."⁹ As such, he appoints an assistant director, a clerk, and with the approval of the county commissioners, two assessors in each election district for the purpose of making general reassessments as required by general law.¹⁰ He is in charge of the continuous assessment of property, to the end that a fair equalization of assessable values in the county may be achieved. He must visit in person or by a representative each district of the county and see that all escaped, new, and improved property is assessed.¹¹ He notifies owners of any property which

4. Laws 1939, ch. 185, sec. 152A.

5. Laws 1914, ch. 841, sec. 240; 1929, ch. 226, sec. 170.

6. Laws 1937, ch. 501, sec. 170; (local) 1939, ch. 185, sec. 152B.

7. Laws 1914, ch. 841, sec. 235; 1922, ch. 226, sec. 168; 1939 ch. 595, sec. 168.

8. Laws 1916, ch. 629, sec. 248; (local) 1933, ch. 306, sec. 497.

9. Laws 1939, ch. 185, sec. 152A.

10. Ibid., sec. 152C.

11. Ibid., sec. 152E.

is assessed or reassessed, and fixes the final assessment after due hearing is given all complaints.¹² He supervises and directs the work of the building inspector and clerk of the court touching assessments and assessment records, as well as the work of the automobile assessor.¹³

The records kept by the supervisor-director are not regulated by law. Many of these records are on forms furnished by the State Tax Commission. All the records may be found, unless otherwise specified, in the offices of the department of assessment on the first floor of the courthouse.

383. REAL ESTATE CARDS, 1935--. Est. 10,000 cards in 8 f.d. (numbered 1-8).

Card record of additions and improvements on real property, giving date, name of owner, address, location, lot no., block, district, section, description of improvements, date appraised, and amount of assessment. Arr. alph. by name of owner. Hdw. on ptd. form. 5 x 12 x 25.

384. SCHEDULES (Personal Property), 1937--. 1 vol.

Record of personal property schedules and returns, giving type of assessment, name and address of property owner, no. and date of schedule, date of return and response, amount of estimated assessment, date of notice, return date, and remarks. 1937, arr. alph. by name of owner within district; 1938--, arr. alph. by name of owner within year. Hdw. and typed under ptd. head. 300 pp. 11 x 19 x 1.

385. SCHEDULES (Personal Property), 1920--. Est. 9,300 papers in 44 f.d., 3 bundles (labeled by district no. and letters of alphabet contained).

Schedules of all taxable personal property made out by individuals, firms, and foreign corporations, giving description of property, reported and assessed values, oath or affirmation as to accuracy, and signature and residence of affiant. Arr. alph. by name of taxpayer within district. Hdw. on ptd. form. F.d. 10 x 5 x 13; bundles 8½ x 3½ x 5. 3 bundles, 1920-21, addressograph rm.; 12 f.d., 1922-35, hall; 32 f.d., 1936--, assessment dept.

386. REAL PROPERTY (Assessment), 1928, 1937. Est. 50,000 cards in 56 f.d. (labeled by district no., subdivision, and letters of alphabet contained). 24 f.d., 1937, not titled.

Card record of assessments of farms, lots, small farms, and tracts giving assessment no., district no., location, name and address of owner, description of property, dimensions, acreage, assessment per acre, total, transfer record, amount of mortgage if any, last purchase price, date, name of grantor, county assessment, type of property, amount of old and new assessments on improvements, date reviewed and by whom, date reas-

12. Ibid., sec. 152G.

13. Ibid., sec. 152F.

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assed, diagram of property, and names of owners of adjoining property. Arr. alph. by name of owner within district. Hdw. on ptd. form. $10\frac{1}{2} \times 4\frac{1}{2} \times 13$. Hall, courthouse.

387. STOCKS AND BONDS, 1929--. 3 vols.

List of owners of stocks and bonds for purpose of taxation, giving district no., name and address of owner, no. of shares, no. and kind of each, type of security, par value, full name, and total taxable value. Arr. alph. by name of owner within district. 2 vols., 1929-37, indexed alph. by name of owner. Hdw. 1929-37; hdw. and typed 1938--. Aver. 850 pp. $11\frac{1}{2} \times 12 \times 3$.

388. BOATS AND SECURITIES, 1915-23, 1935--. 2 vols. Title varies: Private Securities, 1 vol., 1915-23.

List of securities owned by taxpayers in Anne Arundel County, furnished by State Tax Commission, giving name of shareholder, address, no. of shares of preferred and common stock, par value, and signature of secretary of State Tax Commission. Contains: Boats, 1935--, entry 389. 1 vol., 1915-23, arr. chron. within district; 1 vol., 1935--, no orderly arrangement. 1 vol., 1915-23, indexed alph. by name of taxpayer. Hdw. and typed. Aver. 260 pp. $9 \times 18 \times \frac{1}{2}$, $14 \times 8 \times 1$.

389. (BOATS), 1935--. In Boats and Securities, entry 388.

List of boat owners, giving name of owner, address, name of boat, type, dimensions, used for work or pleasure, and registration no.

390. TRANSFER CARDS, 1927-34. Est. 16,200 cards in 18 f.d. (1-
boled by district no. and letters of alphabet contained).

Record of transferred property, giving district no., location, names of grantor and grantee, description of property, purchase price, date, and remarks. Arr. alph. by name of grantor within district. Hdw. on ptd. form. $10 \times 5 \times 13$. Hall, courthouse.

391. BUILDING PERMIT APPLICATIONS, 1935--. Est. 4,700 papers in 2 f.d.

Original applications for building permits, giving permit no., location, district, lot no. or farm, kind of building, dimensions, material, estimated cost, name of owner of land and address, name of person applying for permit, address, and amount of fee. Arr. numer. by permit no. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 36$.

For record of permits issued 1939--, see entry 36.

392. LETTERS FROM STATE TAX COMMISSION, 1929-33. Est. 40 papers in 1 f.d.

Reports from State Tax Commission concerning assessment of intangible personal property. No orderly arrangement. Hdw.; typed. $10 \times 5 \times 13$. Hall, courthouse.

393. CORRESPONDENCE, 1935--. Est. 7,000 papers in 3 f.d. (dated).
1 f.d. titled by subjects included.

Routine correspondence of the supervisor of assessments. Arr. alph. by

name of correspondent or subject. Hdw.; typed. $11\frac{1}{2}$ x $13\frac{1}{2}$ x 26.

394. (PLATS), 1935--. 167 plats in 1 box.

Plats of real estate developments. Arr. alph. by name of development. Print. 38 x 63 x 41.

395. ESTIMATED ASSESSMENTS (Notices), 1936--. 2 vols. (labeled by nos. of notices contained). Subtitled Tangible and Intangible Personal Property.

Carbon copies of notices sent to owners of taxable personal property on which schedule has been returned, giving district and notice nos., date, name and address of owner, assessment year, assessment value of tangible and intangible personal property, date of final action, and signature of clerk to the county commissioners. Arr. numer. by notice no. Hdw. on ptd. form. Aver. 500 pp. 11 x 8 x 1.

396. NOTICES OF ASSESSMENTS, 1935--. 10 vols. (1-10 and labeled by nos. of notices contained).

Carbon copies of notices sent to property owners, giving district no., notice no., date, name and address of property owner, year and amount of assessment, description of property, date assessment becomes final, and signature of clerk to the commissioners. Arr. numer. by notice no. Hdw. on ptd. form. Aver. 300 pp. 12 x 9 x $1\frac{1}{2}$.

397. REPORTS (Notices and Schedules), 1936. 1 vol.

Record of notices and schedules on taxable personal property, sent to traders and owners of securities and boats who were omitted in the general assessment, giving type of property, name and address of owner, dates of notice, return and response, date and amount of estimated assessment, return date, and date of response. Arr. alph. by name of owner. Typed. 150 pp. 9 x 14 x $\frac{1}{2}$.

398. PETITIONS FOR REDUCTION, 1936--. Est. 900 papers in 1 f.d.

Original petitions for reduction of assessments on real estate, giving date, location and description of property, name and address of owner, when acquired, amount of encumbrances if any, amount expended for improvement, rental value, value in fee simple, names of adjoining owners, signature of petitioner, oath or affirmation before justice or notary, and amount of abatement recommended. Arr. chron. by date filed within district. Hdw. on ptd. form. $11\frac{1}{2}$ x $16\frac{1}{2}$ x 25.

399. DECREASE (Assessment), 1937--. 1 vol.

Carbon copies of commissioners' orders to the county treasurer to decrease assessments on real or personal property or securities, giving order no., date, name of taxpayer, district, year, amount of decrease, and signature of president and clerk of commissioners. No orderly arrangement. Hdw. on ptd. form. 600 pp. $6\frac{1}{2}$ x 10 x 3.

400. INCREASE (Assessment), 1937--. 3 vols.

Carbon copies of commissioners' orders to the county treasurer to increase the assessment of real or personal property or securities, giving order no., date, name of taxpayer, district, year, amount of increase, and

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signature of president and clerk of the commissioners. No orderly arrangement. Hdw. on ptd. form. Aver. 2,100 pp. $6\frac{1}{2}$ x 10 x 14.

401. DECREASE (Assessments), 1927--. 36 vols. (1-36 and labeled by nos. of orders contained). Title varies: Insolvency, 1 vol., 1927-28.

Carbon copies of orders to county treasurer authorizing decreases in assessments, giving order no., date, name of taxpayer, district no., year of assessment, type and amount of assessments, remarks, year, amount of county and state taxes, and signatures of president and clerk of county commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 135 pp. 17 x 10 x 1.

402. INCREASE (Assessments), 1928--. 25 vols. (1-25 and labeled by nos. of orders contained).

Carbon copies of orders to county treasurer authorizing increases in assessments, giving order no., date, name of taxpayer, district no., year of assessment, type and amount of assessment, remarks, year, amount of county and state taxes, and signatures of president and clerk of county commissioners. Arr. numer. by order no. Hdw. on ptd. form. Aver. 135 pp. 17 x 10 x 1.

403. APPEALS TO STATE TAX COMMISSION, 1937--. Est. 300 papers in 1 f.d.

Copies of petitions and correspondence in appeals pertaining to assessments, including decisions of the State Tax Commission. Arr. alph. by name of taxpayer within district. Hdw.; typed; hdw. on ptd. form; typed on ptd. form. $11\frac{1}{2}$ x $13\frac{1}{2}$ x 26.

XIII. BOARD OF SUPERVISORS OF ELECTIONS

The present system of conduct of elections and registration of voters, under the general supervision of a board of supervisors of elections in each county, dates from 1896.

The act of 1896 required the appointment--by the Governor and the Senate, if the latter were in session; otherwise by the Governor alone--of three persons to constitute the board of supervisors of elections in each county. They were to be men of "high character and integrity, and of recognized business capacity"; and two of them were always to be selected from the two leading political parties, one from each party. The appointments were to be for two-year terms, but the Governor, for good cause and after notice and hearing, might cancel one at any time. Provision was also made for clerical assistance for the board.¹

1. Laws 1896, ch. 202.

Board of Supervisors
of Elections

(Next entry 404, p. 192)

Each supervisor received \$100 a year, though in the larger and more populous counties the commissioners were authorized to increase the salaries by as much as fifty dollars each.² These figures have subsequently been changed. Some years later, the maximum salaries for individual members of every board were increased by fifty percent, and the allowance for clerical assistance likewise was increased by half.³ In 1927, the annual salary of each of the supervisors of elections in Anne Arundel County was increased to \$400.⁴

The statute of 1896 also contained general instructions for the conduct of the board's business. The board was directed to provide all necessary ballot boxes and ballots, and all registry books, poll books, tally sheets, and blanks and stationery; it was required to choose and furnish polling places and registration offices in each precinct.⁵

The act of 1896 continues to be the basis of the present powers and duties of the board, though other provisions have been added from time to time. For example, the supervisors must record the condition of the seal or stamp on each ballot box as they receive it, and, when the ballots and election returns are destroyed some months later, record a certification of this fact.⁶ All boards are required to furnish certificates of removal to voters moving from one precinct to another within the state,⁷ and each is authorized to procure an official seal with which to authenticate its official papers and documents.⁸

Judges and clerks of election are designated by the board of supervisors for two-year terms; any person refusing to serve as such and having no valid excuse therefor is liable to a fine of from \$100 to \$300.⁹ Two of the judges serve as a board of registry in each election district.¹⁰

Since 1914, the supervisors of Anne Arundel County have annually appointed a counsel to act for and defend the board, the officers of registration, and the judges of elections in all hearings and cases in which they are involved; the counsel's salary is \$400.¹¹

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2. Ibid.
 3. Laws 1902, ch. 296.
 4. Laws 1927, ch. 392.
 5. Laws 1896, ch. 202. See also Laws 1939, ch. 459.
 6. Laws 1916, ch. 116.
 7. Laws 1929, ch. 332.
 8. Laws 1935, ch. 235. See also Laws 1937, ch. 95, which restates in detail a number of the regulations to which the board must conform.
 9. Laws 1831, ch. 273; 1937, ch. 95.
 10. Laws 1896, ch. 202, sec. 14; 1918, ch. 393, sec. 15; 1937, ch. 95, sec. 16.
 11. Laws 1914, ch. 17.

(404-408)

Board of Supervisors
of Elections

The records that the board of supervisors of elections are required to keep include the register of voters deposited by the boards of registry,¹² and a book showing the names of all judges and clerks of elections appointed, rejected, or excused,¹³ These are kept in the supervisors' office and vault in the basement of the courthouse.

For election records of the clerk of the circuit court, see entries 168-173.

404. RECORD (Proceedings), 1892-1911, 1939--. 2 vols. 1 vol., 1939--, not titled.

Record of proceedings of the board of election supervisors, giving date, members present, and business transacted, including appointments of clerks and judges of elections. Arr. chron. by date of meeting. Hdw. 1892-1909; typed 1910-11, 1939--. Aver. 200 pp. 15 x 9 x 1.

405. REGISTER OF VOTERS, 1912--. 324 vols. (labeled by district and precinct nos. and by letters of alphabet contained).

Record of registered voters, giving precinct no., election district, name and address of voter, sworn or affirmed, age, place of birth, color, term of residence in precinct, county and state, naturalization data, if a qualified voter, date of application, signature of voter, reason if disqualified, party affiliation, voting record, if challenged, and remarks. Arr. alph. by name of voter within district. Hdw. under ptd. head. Aver. 200 pp. 18 x 23 x 1.

406. TOTAL REGISTRATION, 1940. 2 vols. (labeled by nos. of districts contained). 1 vol., 1940, not titled.

Record of total registration in county, giving no. registered by district, affiliation, color, sex, and total. Arr. numer. by precinct within district. Hdw. under ptd. head. Aver. 30 pp. 18 $\frac{1}{2}$ x 8 x $\frac{1}{2}$.

407. APP'T (Appointment) BOOK, 1896-1913. 1 vol. Subtitled Registers, Judges Clerks.

Record of appointments of officers of registration and judges and clerks of elections, giving name of appointee, party, date of selection, manner of serving notice, date of examination, date of appointment, manner of serving notice, date commissioned, and reason if rejected or excused. Arr. chron. by date of appointment. Hdw. under ptd. head. 75 pp. 14 x 17 x $\frac{1}{2}$.

408. (OATH BOOK), 1909-13, 1936-38. 2 vols.

Oaths and affirmations of officers of registration and clerks and judges of elections, giving name and address of official, precinct and district nos., date sworn or affirmed, and signatures of official and supervisor

12. Laws 1914, ch. 723; 1916, ch. 158, sec. 24; 1918, ch. 247, sec. 24; 1922, ch. 155; 1933, ch. 396; 1937, ch. 95, sec. 26.

13. Laws 1931, ch. 273; 1937, ch. 95, sec. 10.

of elections. Arr. chron. by date sworn. Hdw. on ptd. form. Aver. 400 pp. 18 x 11 $\frac{1}{2}$ x 2.

409. (ELECTION EXPENSES), 1897, 1900-1910. 1 vol.

List of expenditures for primary and general elections 1900-1910, giving date, name of payee, and amount. Contains: Destruction of Ballots, 1897, entry 410. Arr. chron. by date paid. Hdw. 250 pp. 14 x 9 x 1 $\frac{1}{2}$.

410. (DESTRUCTION OF BALLOTS), 1897. In Election Expenses, entry 409.

Certificates of destruction of ballots, giving date of burning and signatures of judges of orphans' court and judges of elections.

411. LETTERS, 1911--. Est. 1,500 papers in 7 f.b. (dated; 3 boxes also numbered 1-3).

Routine correspondence of the supervisors of elections, including bills for election services. Arr. alph. by name of correspondent or creditor. Hdw.; typed. 12 x 3 x 11.

XIV. BOARD OF EDUCATION

The present state system of public education in the counties of Maryland was authorized by law in its essential outlines in 1864. The constitution of that year provided for "a uniform system of free public schools . . . kept open and supported free of expense for tuition in each school district, for at least six months in each year."¹ Financial support came from uniform state school taxes, and, if necessary, additional county school taxes. The school law passed the next year placed the supervision and control of education in the hands of a State Board of Education, a State Superintendent of Public Instruction, and a board of school commissioners in each county.²

The school system as set up in 1865 was a highly centralized one and encountered opposition in the counties. It was abolished two years later³ and then replaced by a highly decentralized organization which lacked even a central state board.⁴ In 1870, the state board was reconstituted,⁵ and it has retained its general supervision of public education ever since.⁶ The present county board of education, in its general

1. Md. Const., 1864, art. VIII.
2. Laws 1865, ch. 160.
3. Md. Const., 1867, art. VIII.
4. Laws 1868, ch. 407.
5. Laws 1870, ch. 311.
6. P.G.L., 1939, art. LXXVII, ch. 1, 2.

powers and in its relations to the state body, may be said to date from 1870.

The county board of education in 1865 was appointed by the state board and consisted of as many members as the State Superintendent of Public Instruction directed.⁷ In 1868, provision was made for the election of one school commissioner from each election district in the county.⁸ Two years later, the number of school commissioners was fixed at three; they were to be appointed by the judges of the circuit court.⁹ In counties with more than one hundred schools, five commissioners were to be appointed.¹⁰ Since 1892, the county school board has been appointed by the Governor; prior to 1916, this appointment had to be made with the advice and consent of the Senate.¹¹ In 1922, special provision was made for five members of the board for Anne Arundel County.¹²

There have been no special qualifications for membership on the county school board beyond acceptable character and fitness.¹³ For a short period, however, the Governor was required to give the minority party in the state representation on the local school boards, i.e., to choose some members on the basis of their political affiliation, among other things.¹⁴ Since 1916, the school commissioners have, by law, been appointed solely because of their character and fitness.¹⁵

In 1865, the term of the commissioners was fixed at four years.¹⁶ Three years later, it was reduced to two.¹⁷ In 1892, it was extended to six years.¹⁸ It has remained so ever since.¹⁹

Since 1916, the State Superintendent of Schools, with the approval of the Governor, has had the power to remove any member of the county school boards for immorality, misconduct in office, incompetence, or willful neglect of duty.²⁰ Vacancies on any of the county boards for any cause are filled by the Governor for the unexpired term and until a successor qualifies. Any member of a county board is eligible for re-appointment, unless otherwise disqualified.²¹

The compensation of the school commissioners was in 1865 determined by the State Board of Education.²² In 1868, they were allowed three

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7. Laws 1865, ch. 160, pt. I, subch. 4, sec. 1.
 8. Laws 1868, ch. 407, pt. I, subch. 2, sec. 1.
 9. Laws 1870, ch. 311, subch. 2, sec. 2.
 10. Ibid.
 11. Laws 1892, ch. 341, sec. 6.
 12. Laws 1922, ch. 229.
 13. See notes 7-10.
 14. Laws 1900, ch. 29, sec. 6.
 15. Laws 1916, ch. 506, sec. 6.
 16. Laws 1865, ch. 160, pt. I, subch. 4, sec. 1.
 17. Laws 1868, ch. 407, pt. I, subch. 2, sec. 1.
 18. Laws 1892, ch. 341, sec. 6.
 19. 1939 P.G.L., art. LXXVII, sec. 6.
 20. Ibid.
 21. Ibid.
 22. See note 16.

dollars per diem.²³ Two years later, the per diem allowance was fixed at the same amount allowed the county commissioners in their respective counties, provided that the total did not exceed \$100 in any one year.²⁴ In 1892, the members of the school board were allowed four dollars for each day they attended its sessions; again, however, the total in any one year was not to exceed \$100.²⁵ From 1904 to 1916, members of county boards of education received an annual salary of \$100.²⁶ Since 1916, they have received no salary at all but have been allowed \$100 annually for expenses incurred in attending meetings.²⁷

Since 1870, there has been a progressive centralization of the administration of public education in the state. While the county boards have continued to exercise control over public school systems in each county, the creation of standards, educational and administrative, has in a large measure been assumed by the State Board of Education.

In 1870, the county board, as a corporate body, was vested with the ownership of all school property and funds. It had general supervision of all schools in the county. It could build, repair, and furnish the schoolhouses; fix salaries; pay teachers; purchase and distribute textbooks; and, in general, perform such other duties as were necessary to secure an efficient administration of the system. Most important, the school board had the authority to recommend to the county commissioners the amount to be levied as a school tax.²⁸ The board could not, however, appoint the teachers. This was the duty of the school district commissioners, who were appointed by the county board, and represented the taxpayers in the management of each individual school.²⁹ Not until 1874 was the county school board given a voice in the appointment of teachers; the selection of teachers by the district trustees (or commissioners), was made subject to confirmation by the county board.³⁰ Full power to appoint all teachers was given the school board in 1904; principals, until 1916, were still appointed by the district boards of trustees.³¹

The duties of the county boards of education are, at present, substantially as prescribed by the comprehensive school law of 1916. They are required to maintain a uniform and effective school system throughout the counties. They hold in trust all gifts or bequests. They appoint teachers and principals and may dismiss them on the written re-

23. Laws 1868, ch. 407, pt. I, subch. 3, sec. 1.

24. Laws 1870, ch. 311, subch. 4, sec. 1.

25. Laws 1892, ch. 341, sec. 18.

26. Laws 1904, ch. 584, sec. 18.

27. Laws 1916, ch. 506, sec. 22.

28. Laws 1870, ch. 311.

29. See below, pp. 196, 197.

30. Laws 1874, ch. 463, subch. 5, sec. 1.

31. Laws 1904, ch. 584, sec. 21.

commendation of the county superintendent for insubordination, incompetence, or willful neglect of duty, after due opportunity for a hearing. They prepare annually, with the county superintendent, a detailed school budget, showing the amount to be raised by local taxation. This budget is submitted to the county commissioners and to the state superintendent, whereupon the stipulated sum becomes mandatory upon the commissioners.³²

Since 1870, school boards have appointed some person, not a member of the board, to act as secretary, treasurer, and executive agent of the board.³³ This official has also functioned in an important capacity in the educational administration of the county school system. From 1870 to 1904, he served as county examiner, examining all candidates for teaching positions and issuing certificates to the successful candidates.³⁴ He was also required to visit all schools and supervise the teachers.³⁵ In 1904, this official was designated "county superintendent of public education."³⁶ Since 1916, he has been known as the county superintendent of schools.³⁷ Since then, he has been appointed by the county school board with the written approval of the state superintendent. He serves four years and holds office until his successor qualifies. He must have a certificate in administration and supervision from the State Superintendent of Schools. He must devote his entire time to public school business. Upon the superintendent devolves the general supervision and control of all the schools in his county. He sees that the school laws and policies of the state board are executed; interprets the laws; recommends the purchase of grounds, sites, buildings, and the employment of architects; prepares plans and approves all contracts made by the county board; represents the state superintendent in teachers' examinations, with power to issue provisional certificates at need; recommends all teachers to the county board for appointment, promotion, or dismissal; assigns, suspends, and transfers them; organizes and attends county and local institutes and reading centers; visits each teacher at least once a year; prepares courses of study subject to the rules of the state board and prepares lists of books, supplies, and equipment for use in the schools; and is responsible for the administration of his office. He is required to appoint at least one supervisor in the county. Finally, the superintendent must assume the initiative in regard to compiling the budget and the school census. He is authorized to grant the use of the school plant for certain purposes.³⁸

Since 1916, the board of education has appointed, with the approval of the county superintendent and the State Superintendent of Schools, an attendance officer, whose general duty is to enforce the compulsory attendance law.³⁹

32. Laws 1916, ch. 506, sec. 22-29.

33. Laws 1870, ch. 311, subch. 4, sec. 1; (local) 1898, ch. 71.

34. Laws 1870, ch. 311, subch. 11, sec. 1.

35. Ibid., sec. 6.

36. Laws 1904, ch. 584, sec. 18.

37. Laws 1916, ch. 506, sec. 72.

38. Ibid., sec. 72-78.

39. Ibid., sec. 73, 156.

Over all the county boards stands the State Board of Education. Its duties are to execute the school laws, determine educational policies, and to have general supervision over the public schools. It has the power to enact by-laws for the system which have the effect of laws.⁴⁰

The state board appoints the state superintendent who is executive officer of the board and also serves as its secretary and treasurer. The superintendent is charged with the duty of enforcing the school law and by-laws of the state board. He interprets the school law, acting for the state board in all disputes with regard to the administration of the school system, and executes all the policies of the board.⁴¹

In addition to the county boards, there has always been in each school district a board of three persons appointed by the county board to represent the district taxpayers. In the early days of the state school system, these district boards were endowed with broad powers that included the care and maintenance of the school plant, the employment of teachers, and general supervision over the schools in the district.⁴² In the course of time, these district boards gradually lost a good deal of their authority to the county school board. The school commissioners, as we have seen, gained their authority to appoint all teachers at the expense of the district boards. By 1916, the district boards of trustees had been reduced to an advisory body that helped maintain and stimulate public interest in the schools. The trustees have the responsibility of all school property. They visit the schools, advise the teachers on matters of discipline, and seek in every way to develop public sentiment in support of the schools. They may, by unanimous vote, refuse to accept the assignment of a teacher to any school within their jurisdiction, but no superintendent is required to name more than three persons for any one position; and they give consent to the dismissal of pupils or to the closing of a school upon the request of the principal or teacher. In case of dissatisfaction with a teacher, they may file with the county board written charges and request his removal.⁴³

According to a ruling of the State Board of Education, the county superintendent must carefully file and safely keep all letters, written reports, and other papers relating to his office and to the business of the county board.⁴⁴ When he leaves office, he must turn over all his records to his successor.⁴⁵

40. Ibid., sec. 8-17E.

41. Ibid., sec. 18-21D.

42. Laws 1870, ch. 311, subch. 2, sec. 3, subch. 5, sec. 1; 1872, ch. 377, subch. 5, sec. 1.

43. Laws 1916, ch. 506, sec. 31-35.

44. Maryland Public School Laws, 1927, by-law 9.

45. Ibid., by-law 16.

Other records that the board and the superintendent are required to keep include the following: a record of the proceedings of the board;⁴⁶ the annual report of the county board to the State Board of Education;⁴⁷ the annual audit of accounts;⁴⁸ a full account of all money received and paid and the vouchers therefor;⁴⁹ principals' annual inventories of books and stationery on hand;⁵⁰ teachers' daily record of their own and their pupils' attendance;⁵¹ the biennial census of school children in the county;⁵² teachers' contracts;⁵³ a record of the kind, grade, and class of certificate held by each teacher;⁵⁴ a copy of the oath taken by each teacher;⁵⁵ a copy of the health certificate furnished by each teacher at the beginning of each school year;⁵⁶ an accurate record of all trials and controversies decided by the superintendent.⁵⁷

The records of the board are kept in its offices and a storeroom in the old high school building on Green Street, Annapolis.

General Administration

412. PROCEEDINGS, 1865--. 8 vols. (2 vols. labeled by liber of superintendent). Title varies: Journal of Proceedings, 1 vol., 1888-92; Record of Proceedings, 1 vol., 1893-1901. 5 vols., 1865-87, 1924--, not titled.

Record of the proceedings at meetings of the board of education, giving date, members present, petitions, bills passed and ordered paid, purchases authorized, applications, appointment and resignation of teachers, bids and contracts, and appointment of trustees. Arr. chron. by date of meeting. Hdw. 1865-1901; typed 1901--. Aver. 350 pp. 11 x 8 x 1, 16 x 11 x 1 $\frac{1}{2}$. 1 vol., 1865-87, Hall of Records; 5 vols., 1888-1935, storeroom; 2 vols., 1935--, secretary's office.

413. APPLICATIONS AND BOARD MEETING NOTES, 1924--. Est. 9,000 papers in 3 f.d. Title varies: Board of Education Notes Transfer, 1 f.d., 1924-37; Applications Circular Letters Salary Scales, 1 f.d., 1936-38.

Original drafts of the minutes of the county board of education and cor-

45. Laws 1865, ch. 160, pt. I, subch. 4, sec. 2.

47. Maryland Public School Laws, 1927, by-laws 14, 15.

48. Laws 1916, ch. 506, sec. 27.

49. Laws 1872, ch. 377, subch. 11, sec. 7; 1916, ch. 506, sec. 78.

50. Maryland Public School Laws, 1927, by-law 12.

51. Ibid., by-law 34, sec. 5.

52. Ibid., by-law 21; laws 1920, ch. 490.

53. Maryland Public School Laws, 1927, by-law 13.

54. Laws 1872, ch. 377, subch. 11, sec. 2; 1916, ch. 506, sec. 58.

55. Maryland Public School Laws, 1927, by-law 34.

56. Laws 1914, ch. 165.

57. Maryland Public School Laws, 1927, by-law 18.

Board of Education -
School Work

(414-418)

respondence related to the proceedings. Contains: Teachers' Applications, 1933--, entry 426. Arr. chron. by date of meeting. Hdw.; typed. $11\frac{1}{2} \times 13\frac{1}{2} \times 28$. Finance office.

414. GENERAL CORRESPONDENCE, 1925--. Est. 56,000 papers in 7 f.d. (3 f.d. labeled by division of alphabet contained). Title varies: Correspondence Transfer File, 4 f.d., 1925-39.

Routine correspondence of the board of education with carbon copies of replies. Contains: Supervisors' Reports, 1925--, entry 420; High School Graduates, 1936-38, entry 435. Arr. alph. by name of correspondent or subject. Hdw.; typed; hdw. and typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$. 5 f.d., 1925-39, finance office; 2 f.d., 1936--, secretary's office.

415. ANNE ARUNDEL SCHOOLS AND STATE DEPARTMENT OFFICIALS, 1931--. Est. 13,000 papers in 3 f.d. Title varies: School Transfer File, 1 f.d., 1931-36; Transfer Applications-School Files, 1 f.d., 1936-39.

Routine correspondence between the superintendent and each of the schools in the county. Contains: State Department of Education Transfer File, 1937--, entry 417; Teachers' Applications, 1936-37, entry 426. Arr. alph. by name of school or subject. Hdw.; typed. $11 \times 13\frac{1}{2} \times 28$. Finance office.

416. TRANSFER FILE OF ASSISTANT SUPERINTENDENT, 1937--. Est. 10,000 papers in 2 f.d. Title varies: Correspondence File Assistant Superintendent, 1 f.d., 1937--. 1934-39 also in Bulletins (Miscellaneous), entry 471.

Routine correspondence and general reports of the board of education and carbon copies of replies. Contains: Age Grade Reports, 1939--, entry 434; Bus Contracts, 1937--, entry 440; Adult Attendance, 1937--, entry 475; Transportation Reports, 1937--, entry 439; Tuition, 1937--, entry 472; Physical Education Activities, 1937--, entry 424. Arr. alph. by name of correspondent or subject. Ptd., hdw., and typed. $11 \times 13 \times 28$. Attendance officer's office.

417. STATE DEPT. OF EDUCATION TRANSFER FILE, 1924-36. Est. 3,000 papers in 1 f.d. 1937--in Anne Arundel Schools and State Department Officials, entry 415.

Routine correspondence of the board with officials of the State Department of Education. Contains: Health Certificate, 1929--, entry 432. Arr. alph. by name of correspondent. Hdw.; typed. $11 \times 13\frac{1}{2} \times 25$. Finance office.

School Work

418. GENERAL FILE LETTERS RETURNS UNITS TECHNIQUES, 1931--. Est. 12,000 papers in 1 f.d.

Correspondence and reports on general school activities, including summarized test results, teachers' reports on attendance by grades, dates

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Board of Education -
Teachers

of parent-teachers' meetings, dates of dental clinics, lists of library books, and teachers' committee work. Arr. alph. by name of subject. Hdw.; typed; hdw. and typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$. Superintendent's office.

419. TEST RESULTS MAGAZINE READINGS MATERIALS & SUBJECTS, 1931--.

Est. 7,000 papers in 2 f.d. 1 f.d., 1932-39, not titled.

Reports and analyses of the results of tests in elementary and high schools, including unit scales of attainment. Contains: Promotions, 1932-39, entry 421. Arr. alph. by name of subject. Hdw. and typed on ptd. form. $11 \times 13 \times 26$. Superintendent's office.

420. (SUPERVISORS' REPORTS), 1925--. In General Correspondence,

entry 414.

Monthly and annual reports of supervisors; monthly report, giving no. of schools and teachers visited, days spent in office, and meetings attended. Annual reports are summaries of monthly reports.

421. (PROMOTIONS), 1932-39. In Test Results Magazine Readings Materials & Subjects, entry 419.

Analyses of scholastic tests for determining promotions, giving name of pupil, percent of result, and whether promoted or retained.

422. (INTERSCHOOL CORRESPONDENCE), 1937--. In School File White & Colored, entry 436.

Routine correspondence between the county superintendent and each of the schools in the county.

423. (GRADUATION EXAMINATION), 1932--. In Bulletins (Miscellaneous), entry 471.

Graduation examinations analysis sheets for grade and high school pupils, giving name of pupil, age, percent grades in test subjects, and note if passed or failed.

424. (PHYSICAL EDUCATION ACTIVITIES), 1937--. In Transfer File of Assistant Superintendent, entry 416.

Teachers' summarized annual report on physical activities, giving name of school, district, no. of boys and girls enrolled, badge tests, intramural and interschool contests, and totals.

Teachers

425. (TEACHERS), 1940. Est. 200 cards in 1 f.d.

Card record of all teachers, giving name and address. Arr. alph. by name of teacher. Typed. $5 \times 7 \times 16$. Attendance officer's office.

426. (TEACHERS' APPLICATIONS), 1936--. In Applications and Board Meeting Notes, entry 413. 1936-37 also in Anne Arundel Schools and State Department Officials, entry 415.

Original applications for teaching positions, giving date, name of teacher,

Board of Education -
Pupils

(427-433)

and subjects experienced to teach. Arr. alph. by name of teacher.

427. (TEACHERS' CONTRACTS), 1921--. Est. 500 papers in 1 f.d. Original contracts between the board of education and teachers and teachers' oath of office, giving name of teacher, whether elementary or high school, terms of contract, and signatures of the president and secretary of the board and teacher. Arr. alph. by name of teacher with- in school. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$. Finance office.

428. CERTIFICATION STATE DEPARTMENT OF EDUCATION SUMMER SCHOOL DATA APPLICATION FILE, 1928--. Est. 10,000 papers in 1 f.d. Correspondence and data relating to certification of teachers. Arr. alph. by name of teacher. Hdw. and typed on ptd. form. $11 \times 13\frac{1}{2} \times 27$. Finance office.

429. (TEACHERS' ATTENDANCE), 1937--. In School File White & Colored, entry 436. Daily record of teachers' attendance, giving teacher's name, date, hour of arrival and leaving, remarks by principal, name of principal, and name of school.

430. TEACHERS SALARY BOOK, 1905-6, 1909--. 11 vols. Title varies: Ledger, 1 vol., 1909-14; Salary Book, 2 vols., 1927-34. 7 vols., 1905-6, 1913-27, 1934-38, not titled. Teachers' pay rolls, with deductions for retirement fund 1927--, giving date, school, district, name of teacher, check no., amount for salary and incidentals, and amount withheld for retirement. 9 vols., 1905-34, arr. chron. by date paid within school; 2 vols., 1934--, arr. numer. by check no. Hdw. 1909-27; hdw. under ptd. head 1905-6, 1927--. Aver. 225 pp. $13 \times 6 \times \frac{1}{2}$, $11 \times 16\frac{1}{2} \times 1\frac{1}{2}$. 9 vols., 1905-34, storeroom; 2 vols., 1934--, finance office.

431. SUMMER SCHOOL CARDS, 1928--. Est. 250 cards in 1 f.d. Card record of teachers' attendance at summer school, giving name of teacher, permanent address, school attended, dates, subjects, credits, and grades. Arr. alph. by name of teacher. Hdw. on ptd. form. $11 \times 13\frac{1}{2} \times 27$. Finance office.

432. (HEALTH CERTIFICATE), 1929--. In State Department of Educa- tion Transfer File, entry 417. Certification that examination of teacher for tuberculosis and other communicable diseases was made and that he was found free of disease, giving names of teacher and medical examiner.

Pupils

433. CENSUS FILE, 1938--. Est. 12,000 papers in 2 f.d. (labeled by letter of alphabet contained). 1 f.d., 1938--, subtitled Ending Millersville High; 1 f.d., 1938--, subtitled Beginning

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Board of Education -
Attendance; Transportation

Mt. Calvary,

School census of children between the ages of six and eighteen, giving name of enumerator, family physician and address, name of child, place of birth, sex, date of birth, age on September 1, name of school now attending, grade, physical handicaps if any, reason for nonattendance, residence of family, parents or guardian, if home owner, tenant or renter, and occupation of father or guardian. Arr. alph. by name of family within school. Hdw. on ptd. form. 11 x 13 x 28. Attendance officer's office.

434. (AGE GRADE REPORTS), 1939--. In Transfer File of Assistant Superintendent, entry 416.

Statistical report of pupils in elementary and high schools, classified by age and grade, giving date, name of school, no. of teachers, name of principal, no. of boys and girls, total, no. and percent under age, normal and over age, and list of pupils two years or more over age.

435. (HIGH SCHOOL GRADUATES), 1936--. 1936-38 in General Correspondence, entry 414; 1939-- in Correspondence File, entry 449.

Lists of high school graduates, giving date, name of pupil, and diploma number.

Attendance

436. SCHOOL FILE WHITE & COLORED, 1937--. Est. 4,500 papers in 1 f.d.

Principals' monthly reports on attendance, giving month, name of principal, school, no. of teachers, attendance figures by grades, names of pupils withdrawn or absent unlawfully during month, days absent, names of pupils admitted or reentered during month, names of teachers absent, no. of days, reason, and days substitute served. Contains: Teachers' Attendance, 1937--, entry 429; Interschool Correspondence, 1937--, entry 422. Arr. chron. by months. Hdw. on ptd. form. 11 x 13 x 26. Attendance Officer's office.

437. (CORRESPONDENCE), 1935--. Est. 900 papers in 1 f.d.

Routine correspondence of the attendance officer, relating to unlawful absence and other attendance matters. Arr. alph. by name of pupil. Hdw. and typed. 11 x 13 x 26. Attendance officer's office.

Transportation

438. TRANSPORTATION INFORMATION, 1934--. Est. 150 cards in 1 f.d.

Card record of bus transportation, giving names of owner and driver, no., address, make, motor no., serial no., seating capacity, year purchased, cost, salary, date contract expires, time bus leaves home, route, school served, miles from starting point to school, no. of children hauled, total

Board of Education -
School Plant

(439-444)

no. of miles, and hour first child is loaded; includes semiannual inspection report, giving date inspected, condition, and name of inspector. Arr. chron. by years. Hdw. on ptd. form. 5 x 7 x 16. Attendance officer's office.

439. (TRANSPORTATION REPORTS), 1937--. In Transfer File of Assistant Superintendent, entry 416.

Copies of board of education's summarized report to the state board on bus transportation, giving total no. of vehicles, no. of routes, total no. of pupils hauled, and total cost.

440. (BUS CONTRACTS), 1937--. In Transfer File of Assistant Superintendent, entry 416.

Copies of contracts between board of education and bus owners, giving date, name of owner, schedule, terms of contract, amount to be paid, signature of owner and superintendent of board, make of chassis, engine no., seating capacity, year purchased, miles per day, estimated no. of pupils, cost when new, and bus no.

School Plant

441. PROPERTY FILE, 1887--. Est. 500 papers in 1 f.d. Subtitled Deeds, Insurance Policies, Plats.

Original deeds and plats for school property, giving date, names of grantor and grantee, and description of property; also contains fire and auto insurance policies. Arr. numer. by size of school within district. Hdw. and typed on ptd. form. 11 x 13 $\frac{1}{2}$ x 27. Finance office.

442. DEEDS SCHOOL LOTS, 1822-99. 1 vol.

Record of school lots owned by the county, giving district, description, school no., name of grantor, date, liber and folio of Land Record, plats of courses and distances, and notes of transfer if sold. No orderly arrangement. Typed. 100 pp. 8 x 13 x $\frac{1}{2}$. Finance office.

443. BUILDING COMMISSION, 1929-35. Est. 15,000 papers in 2 f.d. 1 f.d., 1931-32, not titled.

Record of proceedings of the building commission, composed of county commissioners and members of the board of education, in the erection, repair, and furnishing of school buildings, giving dates of advertising, opening of bids and awarding of contracts, bonds and insurance of contractors, and correspondence. Proceedings arr. chron. by date of meeting; correspondence, bids and contracts arr. alph. by name of subject. Hdw.; typed. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26. Finance office.

444. (SCHOOL CONSTRUCTION), 1938--. Est. 4,000 papers in 1 f.d.

Routine correspondence, plans, contracts, insurance policies, and pay rolls relating to improvements and construction of new buildings. Arr. alph. by name of correspondent or subject. Hdw.; typed. 11 x 13 $\frac{1}{2}$ x 26. Finance office.

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Board of Education -
Finances

445. NEW BUILDING ACCOUNTS, 1910-17, 1924-31. 2 vols. (1 vol. dated). Title varies: Ledger, 1 vol., 1910-17.

Record of bank deposits and expenditures for new buildings, giving name of bank, amount deposited for each school, name of school, name of contractor, amount of contract, and details of expenditures. Contains: Industrial Fund, 1910-17, entry 464. Arr. chron. by date of expenditure within account. Indexed alph. by names of banks and schools. Hdw. Aver. 175 pp. 12 x 11 $\frac{1}{2}$ x $\frac{1}{2}$, 13 x 10 x 1. Storeroom.

446. (PUBLIC WORKS ADMINISTRATION SCHOOL CONSTRUCTION), 1938-39. 1 vol.

Record of contributions made by the county to Public Works Administration school construction program, giving check no., amount, name of payee, date, amounts for various expenditures, and final summary and liquidation. Arr. chron. by date of transaction within school. Hdw. 40 pp. 11 x 14 x $\frac{1}{2}$. Finance office.

447. BOND ISSUE P.W.A. (Public Works Administration) PROJECT NO. 1033, 1936-37. Est. 2,000 papers in 1 f.d. (dated)

Correspondence and reports on school construction, including certificate of approval of plans by State Board of Education, bank acceptance of deposits, detailed estimates, monthly summary, and minutes of the building commission. Arr. alph. by name of subject. Hdw.; typed; hdw. and typed on ptd. form. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26. Finance office.

Finances

General

448. REPORTS OF THE BOARD OF EDUCATION, 1908-13, 1915--. 31 vols. (dated).

Annual financial reports of the county board of education, giving list of school buildings, and roster of staff, teachers and other employees; current expenses and capital outlay, and cost per pupil, for each school; composite statement for the county of receipts from county, state, federal and other sources, summary of disbursements under various categories, and average cost per pupil. Arr. chron. by year of report. Hdw. under ptd. head; hdw. on ptd. form. Aver. 10 pp. 14 x 13 x $\frac{1}{4}$, 16 x 14 x $\frac{1}{4}$. 19 vols., 1908-27, storeroom; 12 vols., 1928--, finance office.

449. CORRESPONDENCE FILE, 1924--. Est. 25,000 papers in 4 f.d. (2 f.d. dated). Title varies: Transfer File Financial Secretary, 1 f.d., 1929-37.

Routine financial correspondence and reports. Contains: High School Graduates, 1939--, entry 435; Budget, 1924--, entry 450; Budget Balances, 1924--, entry 451; Vouchers, 1929--, entry 468; Bonds, 1929--, entry 473. Arr. alph. by name of subject. Hdw. and typed on ptd. form. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26. Finance office.

450. (BUDGET), 1924--. In Correspondence File, entry 449. Copies of lists of estimated expenditures for the ensuing year submitted to the county commissioners. Arr. chron. by year of budget.

451. (BUDGET BALANCES), 1924--. In Correspondence File, entry 449. Summarized monthly account of expenditures, giving month, folio in Cash Book, budget provision, amount expended, amount unexpended, budget year, classification, and name of account. Arr. chron. by month.

452. MONTHLY FINANCIAL REPORTS, 1939--. Est. 225 papers in 1 f.d. Principals' monthly reports of teachers' and janitors' salaries for each school, less deductions for retirement fund, giving name of teacher, grade of certificate, years of experience, days present, yearly and monthly salary, net to be paid, and signature of trustees. Arr. numer. by size of school. Hdw. on ptd. form. 11 x 13 $\frac{1}{2}$ x 27. Finance office.

Bonds

453. (BOND REGISTER), 1929-33. 1 vol. Record of bonds issued, giving name of bond, details of issuance, sale, transfer, redemption, interest payments and statements. Arr. alph. by name of bond. Hdw. on ptd. form. 150 pp. 9 x 12 x 1. Storeroom.

454. BOND ISSUE 1929 CASH RECEIPTS CASE DISBURSEMENTS, 1931-37. 1 vol. Journal of original entry of cash receipts and disbursements under bond issue of 1929; receipts, giving date, name of payer, account no., total received, interest income, depositories; disbursements, giving date, name of payee, account no., check no., total, name of school, and name of bank account. Arr. chron. by date of recording within account. Hdw. 76 pp. 14 x 10 $\frac{1}{2}$ x $\frac{1}{2}$. Finance office.

455. BOND ISSUE 1929 LEDGER ACCOUNTS, 1931-37. 1 vol. Ledger record of funds received and expended on bond issue of 1929, giving name of account, folio in journal account, and check no. Arr. chron. by date of recording within account. Hdw. under ptd. head. 150 pp. 11 x 14 x 1. Finance office.

456. BOND ISSUE JOURNAL, 1896-1921, 1924-27. 2 vols. (1 vol. dated). 1 vol., 1924-27, subtitled H.B. (House Bill) 137. 1 vol., 1896-1921, not titled. Record of disbursement of money raised by bond issues, giving total amount deposited for each school, name of school, date, check no., amount, name of payee, and purpose. Arr. chron. by date of recording within bank and school account. 1 vol., 1924-27, indexed alph. by names of bank and school. Hdw. Aver. 250 pp. 12 x 7 x $\frac{1}{2}$; 14 x 8 x 1. Storeroom.

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Board of Education -
Finances

457. SINKING FUNDS ACCOUNTS, 1896-1929. 1 vol.

Record of deposits in sinking fund for redemption of bonds, giving name of school, amount, legislative act authorizing issue, name of bank, amount of annual deposit, date due, and date paid. Arr. chron. by date of recording. Indexed alph. by name of school. Hdw. 287 pp. 14 x 8 $\frac{1}{2}$ x 1. Finance office.

458. (COUPONS), 1929-35. Est. 10,000 papers in 1 cabinet drawer.

Returned cancelled coupons on various bond issues. No orderly arrangement. Ptd. 8 x 22 x 20. Storeroom.

Receipts and Disbursements

459. SCHOOL EXPENSE LEDGER, 1901--. 20 vols. (1 vol. dated).

Title varies: Transfer Binder School Expense Ledger, 1 vol., 1935-38. 3 vols., 1927-35, not titled.

Ledger account of expenditures for school purposes, giving date, school, district, folio in cash book, name of payee, purpose, costs for school plant, repairs and replacement of equipment, textbooks, instructional service, auxiliary, and capital outlay. Arr. numer. by size of school within district. Hdw. under ptd. head. Aver. 460 pp. 11 x 14 x 4, 17 x 14 x 1. 18 vols., 1901-37, storeroom; 2 vols., 1938--, safe, finance office.

460. CASH BOOK, 1901-27, 1935--. 12 vols. Title varies: Receipts and Disbursements, 8 vols., 1901-17.

Record of receipts and disbursements; receipts, giving date, source and amount; disbursements, giving date, check no., amount, purpose, and ledger folio. Arr. chron. by date of recording. Hdw. under ptd. head. Aver. 150 pp. 11 x 14 x 1, 17 x 14 x 1. 11 vols., 1901-27, storeroom; 1 vol., 1935--, safe, finance office.

461. GENERAL LEDGER, 1901-8, 1917-27. 2 vols. Title varies:

General Expense Ledger, 1 vol., 1901-8.

Ledger account of general expenditures of the board of education, giving date, folio of cash book, and amounts spent for office expenses, printing and advertising, per diem of board members, legal services, general control, auxiliary agencies, fixed charges, and debt service. Arr. chron. by date of entry. Hdw. under ptd. head. Aver. 250 pp. 14 x 8 x 1, 16 x 10 x 1 $\frac{1}{2}$. Storeroom.

462. CASH RECEIPTS, 1927-35. 1 vol. (dated).

Record of receipts, giving date, amount of check, and breakdown by taxes, state and federal funds, sale of bonds, license fees and fines, tuition fees, bank interest, sales of property, equalization fund allotments, and miscellaneous. Arr. chron. by date of entry. Hdw. under ptd. head. 100 pp. 11 x 14 x 1. Storeroom.

463. CASH DISBURSEMENTS, 1927-38. 4 vols., 2 vol., 1927-33, not titled.

Record of disbursements of the board of education, giving date, check no., amount, name of payee, purpose, general ledger folio, school and

district nos., and breakdown by general control, instruction, operation and maintenance of the school plant, auxiliary agencies, fixed charges, capital outlay, and debt service. Arr. numer. by check no. Hdw. under ptd. head. Aver. 600 pp. 11 x 14 x 4. Storeroom.

464. (INDUSTRIAL FUND), 1910-17. In New Building Accounts, entry 445.

Record of receipts and expenditures for colored industrial school, giving date, amount received, date, check no., name of payee, and amounts for superintendent and teacher.

465. PAY ROLL BOOK FOR JANITORS AND TRANSPORTATION, 1927--. 3 vols. Title varies: Cash Book, 1 vol., 1927-32. 1 vol., 1936--, not titled.

Monthly record of salaries of administrative and supervisory employees, janitors, and bus owners, giving date, amount of annual salary, name, check no., and amount for each month. Contains: Bus Liens, 1927-32, entry 466. Arr. chron. by date paid within account. Hdw. Aver. 120 pp. 12 x 14 x 1, 14 $\frac{1}{2}$ x 11 x $\frac{1}{2}$. 2 vols., 1927-36, storeroom; 1 vol., 1936--, finance office.

466. (BUS LIENS), 1923-33. 1 vol. 1927-32 also in Pay Roll Book for Janitors and Transportation, entry 465.

Record of liens against busses for advances of money made by the board to bus owners, giving name of owner, date of purchase, price, terms of contract, amount paid by board, amount retained from bus owner's compensation, annual credits, and balance. No orderly arrangement. Hdw. 72 pp. 12 $\frac{1}{2}$ x 15 x $\frac{1}{2}$. Storeroom.

Vouchers and Checks

467. (VOUCHERS), 1919-26, 1928--. Est. 165,000 papers in 6 f.d., 4 boxes.

Returned vouchers, receipted bills and cancelled checks for all expenditures, except teachers' salaries. 3 f.d., 4 boxes, 1919-36, no orderly arrangement; 3 f.d., 1937--, arr. numer. by voucher no. Hdw. and typed on ptd. form. F.d. 7 x 24 x 20, 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26; boxes 5 x 9 x 16, 24 x 42 x 18. 3 f.d., 4 boxes, 1919-36, storeroom; 3 f.d., 1937--, finance office.

468. (VOUCHERS), 1929--. In Correspondence File, entry 449.

Vouchers and receipted bills for book purchases and cafeteria supplies, giving date, voucher no., check no., name of payee, purpose, and amount. Arr. numer. by voucher no.

469. (CHECK STUBS), 1936--. Est. 20,000 papers in 3 f.d.

Check stubs for all expenditures, giving check no., date, name of payee, and purpose; also contains bank statements August 1939--. Arr. numer. by check no. within bank. Hdw. on ptd. form. 5 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26, 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26. Finance office.

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Board of Education -
Miscellaneous

470. (CHECKS), 1917-18, 1929-39. Est. 51,000 papers in 2 boxes. Returned cancelled checks for teachers' salaries, giving date, check no., name of payee, and amount. Arr. numer. by check no. Typed on ptd. form. 5 x 9 x 16, 24 x 42 x 18. Storeroom.

Miscellaneous

471. BULLETINS (Miscellaneous), 1932--. Est. 1,600 papers in 1 f.d. Bulletins issued by state board; requisitions for supplies; reports on physically handicapped; metropolitan achievement tests. Contains: Graduation Examination, 1932--, entry 423; Transfer File of Assistant Superintendent, 1934-39, entry 416. No orderly arrangement. Ptd.; hdw.; typed. 11 x 13 x 26. Attendance officer's office.

472. (TUITION), 1937--. In Transfer File of Assistant Superintendent, entry 416.

Record of Anne Arundel County residents attending school in neighboring counties and of outsiders attending Anne Arundel County schools, giving reasons for attendance, financial arrangements between counties, name of child, color, age, date of entrance, and name and address of parent or guardian.

473. (BONDS), 1929--. In Correspondence File, entry 449.

Original bonds of superintendent, attendance officer, and all employees, giving date, amount, name of bonding company, and terms of bond. Arr. chron. by date of bond.

474. (BOOK ORDERS), 1937--. Est. 800 papers in 1 f.d.

Principals' orders for books, giving grade, no. in grade next year, list of books, no. ordered and on hand, names of school and principal, and consignee and address. Arr. alph. by name of school. Hdw. on ptd. form. 11 x 13 x 26. Attendance officer's office.

475. (ADULT ATTENDANCE), 1937--. In Transfer File of Assistant Superintendent, entry 416.

Monthly report on adult attendance at night high schools, giving date, name and location of school, white or colored, and no. of teachers; class statistics, giving teacher, subject, enrollment, attendance and number of sessions; detail of enrollment, giving name of student, class, age, date of admission, and attendance record; teacher's attendance record.

476. REGISTER ANNAPOLIS PUBLIC SCHOOLS, 1889-93, 1900-1919.
1 vol.

Record of vaccination of pupils, giving name, age, grade, school, date of vaccination, name of physician, and remarks. Arr. alph. by name of pupil. Hdw. under ptd. head. 250 pp. 14 $\frac{1}{2}$ x 9 x 1. Storeroom.

XV. BOARD OF HEALTH

The General Assembly in 1874 gave official recognition to the problems of public health when it provided for the appointment of five physicians as a State Board of Health, which was to take "cognizance of the interests of health and life among the people generally." In the main, the board was to act as a committee for inquiries and investigations, to gather information, and to act in an advisory capacity in all hygienic and medical matters.¹ The initial appropriation was set at \$3,000 per annum. In 1880, the personnel of the board was expanded to seven, to include three physicians, a civil engineer, the attorney-general, the commissioner of health of Baltimore City, and a secretary to the board. The board's investigative powers and operating procedure were outlined in considerable detail and were augmented by two important delegations of authority. First, the board could move to abate any nuisance affecting public health by filing an information in court. Secondly, the board, subject to the written approval of the Governor, could wield fairly broad powers in combatting an emergency in the form of an epidemic or a pestilential disease.²

A move toward the decentralization of public health activities was made in 1882; the health authority of any town or the justice of the peace of any county was then empowered, upon the advice of a qualified physician, to require such cleansing and disinfecting as might check or prevent the further spread of infectious diseases. These authorities could likewise force the removal to a hospital of any person suffering from an infectious disease. The same act also provided penalties for individuals who, in a variety of ways, might expose their fellow-citizens to these diseases. Finally, municipalities and counties were authorized either to build or to contract for the use of a hospital building to care for their sick inhabitants.³

Four years later, in 1886, the power of the State Board of Health was expanded to cover preventive, as distinguished from curative, health activities. At the same time, the county commissioners in each of the several counties of the state were constituted ex officio local boards of health. Each board was to appoint annually "a well educated physician" as county health officer, who would thereby become the secretary and the executive officer of the board of health. His salary was to be determined by the county board.⁴ The act of 1886 was not designed primarily to augment public health activities in Maryland (the provisions of the act of 1880 were specifically reenacted if not inconsistent with any provision of the act of 1886), but rather to transfer part of the active administration of these activities to the counties.

Additional statutory regulation of the salary of the county health officer was effected in 1914. For a county having a population of 15,000

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1. Laws 1874, ch. 200.
 2. Laws 1880, ch. 438.
 3. Laws 1882, ch. 155.
 4. Laws 1886, ch. 22.

or less, the maximum permissible salary was set at \$150 per annum; a further allowance of not more than \$100 yearly was added for each additional population group of 8,000.⁵ The next step, in 1922, was to authorize each local board of health to require definite training in public health work on the part of its county health officer; the latter could not engage in any activity which would interfere with his duties as health officer.⁶

Since 1931, the county health officer has been appointed only upon the advice and consent of the State Board of Health. This county health officer thereupon becomes ipso facto a deputy state health officer.⁷ He holds his office for four years and may be removed "for cause" at any time by the State Board of Health. He is neither to practice medicine nor to engage in any other activity which would conflict with the performance of his official duties, and his annual salary may be set by the State Board of Health anywhere between \$1,200 and \$2,500.⁸

The Assembly in 1914 passed a detailed enactment dealing with many phases of the state's public health activities,⁹ and the present duties of the board of health of Anne Arundel County still are based upon this act. Often the statutory requirements are directed rather to the deputy state health officer than to the local board of health.¹⁰ Most of the activities of the local board, therefore, are carried on under the supervision of the state board.

The county has had a full-time health department since 1930.¹¹ The personnel includes the health officer, the assistant health officer, a nurse supervisor, seven field nurses, a sanitation officer, and three clerks. In connection with the health program, the county is divided into seven nursing districts, giving roughly, a population of 9,000 per nurse. There is a health center in each district. Five of the health centers were established by local lay groups and are supported by these groups. The health centers serve as headquarters for the work of the nurses; they provide space for the clinics and conferences and are used

5. Laws 1914, ch. 742.

6. Laws 1922, ch. 483.

7. The Assembly had in 1914 provided that that part of Maryland lying outside the City of Baltimore be divided into ten sanitary districts, for each of which it then provided a deputy state health officer. The Act of 1931 simply called for twenty-three sanitary districts, with the county health officer and the deputy state health officer to be one and the same person in each county.

8. Laws 1931, ch. 134, 160.

9. Laws 1914, ch. 134.

10. But note that act until 1931 was the county health officer also a deputy state health officer and so within the purview of the act of 1914.

11. Maryland State Planning Commission, Public Health Administration in Maryland, p. 70.

for meetings and demonstrations of an educational nature. The lay groups furnish transportation for patients and assist in various ways at the clinics. Maternal and child health conferences are held every month at the health centers and at other places where their need is indicated. Seventeen combined prenatal, postnatal, infant, and pre-school conferences are conducted each month.

The health program carried on in the county, like that of all other Maryland counties, is a generalized one and includes, in addition to the prenatal and child hygiene services, health services in the schools, communicable disease control, tuberculosis and venereal disease clinics and follow-up activities, services for crippled children, mental hygiene clinics and associated activities, supervision of water and milk, and environmental sanitation. The work of the nurses is conducted on a family unit basis. There is close cooperation with other agencies, notably the Parent-Teacher Associations, the welfare board, the Maryland Tuberculosis Association, and the Red Cross.¹²

In 1940, Anne Arundel County was chosen as one of a number of counties throughout the country selected by the Federal Children's Bureau for an experiment showing the possibilities of intensively developed maternity and child hygiene services. The most important features of the program was that funds were made available to pay local physicians for prenatal and delivery care of mothers and for the treatment of sick children in families of the low income group. Provision also was made for obstetrical and pediatric consultation services. The prenatal and child health clinics already in operation were continued and enlarged.¹³

The local deputy makes reports and inquiries as directed by the state board, and for these purposes may enter any private house or any place of business within the county. He inspects sanitary conditions, enforces public health statutes and regulations, informs himself as to the work of subordinate local health officers, and notes the appearance of any communicable disease within the county. And, although he is both the county health officer and a deputy state health officer, he is to act in his latter capacity in the event of any conflict between the state board and the local board.¹⁴

County health officers are ex officio county registrars of vital statistics, and as such are in charge of the collection of vital statistics in the county. They distribute to all local registrars in each incorporated town and election district the forms supplied by the State Registrar of Vital Statistics, and they are required to keep copies of all birth and death certificates.¹⁵

12. Maryland State Department of Health, Monthly Bulletin, II (January 1940), no. 11

13. Ibid.

14. Laws 1914, ch. 675.

15. Laws 1898, ch. 312, sec. 6A, 6D; 1912, ch. 696, sec. 7, 10; 1914, ch. 747, sec. 10; 1916, ch. 691, sec. 7.

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Board of Health -
Administration

The board must also keep on forms furnished by the State Board of Health a record of all contagious or infectious diseases reported to it by local physicians. Such record contains the names of all persons sick with infectious or contagious diseases, the localities in which they live, the disease with which they are affected, together with the date of the physicians' reports, the names of the physicians reporting, and the record of quarantine, isolation, disinfection, and other preventive measures.¹⁵

The records of the board are kept in its offices in the State Office Building in Annapolis, in the Annapolis Clinic on Green Street, at the Annapolis Emergency Hospital, and in the respective health centers.

General Administration

477. GENERAL CORRESPONDENCE, 1930--. Est. 191,000 papers in 16 f.d. (2 f.d. labeled A-N, N-Z; 14 f.d. also dated). 14 f.d., 1930-38, not titled.

Routine correspondence and reports of the board of health. Arr. alph. by name of subject or report. Hdw.; typed; hdw. and typed on ptd. form. 12 x 13 x 27.

478. MISCELLANEOUS CORRESPONDENCE DEPARTMENT OF ACTIVITIES NURSE'S RECORDS, 1931--. Est. 800 papers in 1 f.d.

Routine correspondence and general reports of activities of nurses, including schedules, lay and parent-teacher meetings, and minutes of nurses' meetings. Arr. alph. by subject. Hdw. on ptd. form; hdw.; typed. 11½ x 13½ x 26.

479. GENERAL FILE, 1923--. Est. 6,000 cards in 10 f.d. (labeled by division of alphabet contained).

Card record of all persons treated by the county, at clinics, schools, child health conferences, and by home visits, giving name of patient, date of birth, sex, color, address, school no., parents' names, toxoid, vaccination and Wasserman dates, and kind of examination and dates. Arr. alph. by name of patient. Hdw. on ptd. form. 4 x 6 x 18.

480. DAILY WORK SHEETS, 1939--. Est. 4,000 papers in 3 f.d. 2 f.d., 1939, not titled.

Daily reports of doctors and nurses, giving name of doctor or nurse, district, date, itemized summary of work done, and mileage for day. Arr. chron. by date filed for each worker. Hdw. on ptd. form. 6½ x 9 x 18.

481. (INDEX), 1940. Est. 300 cards in 1 f.d.

Card index to family folders, arr. alph. by name of family, giving name of person, address, date of birth, sex, color, Wasserman date, names of homeowner and parents, and kind of examination. Typed on ptd. form. 4 x 6 x 18.

16. Laws 1898, ch. 436, sec. 34C; 1916, ch. 243.

Vital Statistics
(See also entries 163-167)

482. BIRTHS, 1930--. 64 vols. (dated; labeled by division of alphabet contained). 38 vols., 1931-38, not titled.
Copies of certificates of birth, giving place of birth, name of child, sex, premature or full term, if plural, no. and order of birth, date of birth, parents' names, address, color, age at time of birth of child, birthplace and occupation, total other children of mother, no. now living, no. dead, no. born dead, certification, signature of physician, midwife or registrar, address, and date signed. Arr. alph. by name of child. Hdw. on ptd. form. Aver. 225 pp. 7 x 8 $\frac{1}{2}$ x 1.
483. REGISTER OF BIRTHS, July 1899-February 1931. 37 vols.
Record of births, giving name of child, place of birth, sex, if legitimate, names of parents, address, color or race, age last birthday, occupation, total other children of mother, no. now living, no. dead, no. born dead, and name of midwife or physician attending. Arr. chron. by date of recording. Hdw. on ptd. form. Aver. 50 pp. 16 x 10 $\frac{1}{2}$ x 1.
484. DEATHS, 1930--. 54 vols. (labeled by division of alphabet contained; 48 vols. also dated). 33 vols., 1931-37, not titled.
Copies of death certificates, giving place of death, name of deceased, usual residence, if U.S. veteran, war served in, social security no., sex, color or race, name of husband or wife, age if alive, birth date of deceased, age, birthplace, place of burial, location, funeral director, and address; medical certification showing date of death, immediate cause of death or if from violence by accident, suicide or homicide, and signature of doctor or other. Arr. alph. by name of deceased. Hdw. on ptd. form. Aver. 225 pp. 8 x 8 x 1.
485. REGISTER OF DEATHS, September 1899-October 1930. 39 vols.
Record of deaths, giving name of deceased, place of death, sex, color or race, marital status, date of birth, age, occupation, birthplace, names of parents and their birthplace, name of informant, name of local registrar; physician's certificate, showing cause, place and date of burial, and name and address of undertaker. Arr. chron. by date of recording. Hdw. on ptd. form. Aver. 50 pp. 16 x 10 $\frac{1}{2}$ x 1.
486. STILLBIRTHS, 1938--. 3 vols. (dated). 1 vol., 1938, subtitled Birth Certificates, Death Certificate & Survey.
Copies of certificates of deaths in stillbirths, showing information as in entry 484. Arr. alph. by surname. Hdw. on ptd. form. Aver. 25 pp. 8 x 8 x $\frac{1}{2}$.
487. INFANTS DEATHS, 1930--. 12 vols. (dated; 2 vols. labeled by division of alphabet contained).
Copies of certificates of deaths of infants, showing information as in entry 484; includes special detailed reports on infant deaths on Bureau of Child Hygiene forms 1937--. Arr. alph. by name of deceased. Hdw. on ptd. form. Aver. 100 pp. 8 x 8 $\frac{1}{2}$ x 1, 12 x 9 x 1.

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Board of Health -
Communicable Diseases

488. MATERNAL DEATHS, 1937--. 4 vols. (dated).

Copies of certificates of deaths associated with pregnancy and childbirth, showing information as in entry 484, and additional information furnished to Children's Bureau, United States Department of Labor, giving information from birth and death certificates and doctors' reports on illness and death. Arr. alph. by name of deceased. Hdw. on ptd. form. Aver. 10 pp. 12 x $9\frac{1}{2}$ x $\frac{1}{2}$.

489. DEATHS-TBC (Tuberculosis), 1930--. 11 vols. (10 vols. dated).
Title varies: Deaths Resulting from Tuberculosis A.A.Co.,
7 vols., 1930-33, 1935-38; Anne Arundel County Tuberculosis
Patients Who Died in 1934, 1 vol., 1934.

Copies of certificates of death resulting from tuberculosis, showing information as in entry 484. Arr. alph. by name of deceased. Hdw. on ptd. form. Aver. 50 pp. 8 x 8 x $\frac{1}{2}$.

490. PNEUMONIA DEATHS, 1940. 1 vol. (dated). Subtitled I- Under
Sulfapyridine Program, II- Untreated Cases.

Copies of certificates of deaths resulting from pneumonia, showing information as in entry 484. Arr. alph. by name of deceased. Hdw. on ptd. form. 25 pp. 8 x 8 x $\frac{1}{2}$.

491. VERIFICATIONS (Births), 1892-1909. Est. 8,000 cards in 5 f.d.
(labeled by division of alphabet contained).

Card record of births, giving names of child and parents and date of birth. Arr. alph. by name of child. Typed. 5 x 7 x 15.

Communicable Diseases

492. C.D. (Communicable Diseases), 1923--. Est. 1,700 cards in 7
f.d. (5 f.d. labeled by division of alphabet contained; 1 f.d.
also dated). Title varies: Syphilis, 1 f.d., 1932--.

Physicians' reports of communicable diseases, giving file no., type of disease, date of onset, date of report, patient's name, residence, post office, name of parent or householder, age, sex, race, marital status, and signature of physician. Arr. alph. by name of patient. Hdw. on ptd. form. 5 x 7 x 18.

493. TUBERCULOSIS, 1926--. Est. 550 cards in 1 f.d. Some 1924-33
in Diarrhea Typhoid, entry 496.

Card record of tuberculosis cases, giving case no., name of patient, marital status, year of birth, sex, color, post office address, occupation, residence, head of house, family physician, address, home and economic conditions, date and type reported, duration of complaint, active and previous active cases in family, contact with others than in home, deaths in family from tuberculosis, clinical history, date recommended for hospitalization, contacts, control measures, condition on date of investigation, and signature of investigator. Arr. alph. by name of patient. Hdw. and typed on ptd. form. 5 x 7 x 18.

Board of Health -
Clinics

(494-499)

494. (TUBERCULOSIS), 1925--. Est. 500 cards in 1 f.d.
Card record of tuberculosis patients, giving name, address, date examined and no. of contacts. Arr. alph. by name of patient. Typed on ptd. form. 4 x 6 x 18.

495. TYPHOID, 1937--. In Diarrhea Typhoid, entry 496.
Cared record of typhoid fever cases, giving case no., name and address of patient, age, sex, race, occupation, length of residence in home, date of onset, date sent to bed or hospitalized, laboratory report, name of physician, first visit, date reported, water, milk and food data, parties or picnics attended, places and dates, visits away from home within thirty days, visitors at home or new servants within thirty days prior to onset, sanitary status, screening, sewage disposal, census of household, contact with known or suspected carriers, remarks, and name of investigator.

496. DIARRHEA TYPHOID, 1924-33, 1937--. Est. 400 cards in 1 f.d.
Card record of infantile diarrhea and dysentery cases, giving name of patient, age, sex, race, residence, post office, rural or urban, date of onset, clinical symptoms, other symptoms, feeding and nutrition data, economic status, sanitary status, contacts, bacteriological examination, previous deaths in family from intestinal infection, no. of persons in home, outcome of case, remarks, name of investigator, and date. Contains: Typhoid, 1937--, entry 495; Tuberculosis, 1924-33, entry 493. Arr. alph. by name of patient. Hdw. on ptd. form. 6 $\frac{1}{2}$ x 9 x 18.

497. IMMUNIZATION, 1933--. Est. 3,500 cards in 5 f.d. (labeled by division of alphabet contained).
Card record of immunization treatments, including toxoid, schick, typhoid vaccination and miscellaneous inoculations, giving name, address, age, sex, and color. Arr. alph. by name of patient. Hdw. on ptd. form. 4 x 6 x 18.

Clinics

498. PRENATALS DISCHARGED, 1933-39. Est. 1,200 papers in 2 f.d. (A-H, K-Z).
Record of prenatal and postnatal care of mothers, giving place of conference, date, name of patient, address, age, color, family economic status, family doctor, previous obstetrical history, history of patient's family, medical history, physical examination, date, type of visit, physical condition, remarks and recommendations, and worker's signature. Arr. alph. by name of patient. Hdw. on ptd. form. 11 x 13 x 26.

499. INFANTS CARDS, 1937--. Est. 2,500 cards in 2 f.d., 2 bundles (dated).
Card record of infants under six years of age, giving name of child, date of birth, name of parent or guardian, address, attendant at birth,

(500-505)

Board of Health -
Schools

home or hospital, name of family doctor and address, kind of medical care given, attendance at clinic, and cause of death. Arr. alph. by surname. Hdw. on ptd. form. F.d. 5 x 7 x 15; bundles 3 x 5 x 9.

500. COLORED CHILD HEALTH CONFERENCE HISTORIES-DISCHARGED, 1924-36.
Est. 5,000 papers in 1 f.d.

Record of care of infant and preschool children, showing information as in entry 529. Arr. alph. by name of pupil. Hdw. on ptd. form, 12 x 12 $\frac{1}{2}$ x 27.

Schools

501. (SCHOOL CARDS), 1929--. Est. 10,000 cards in 2 f.d. (labeled by division of alphabet contained).

Inactive card record of physical examination of school children, giving name of child, color, sex, date of birth, name of parent or guardian, grade in school, progress, height, weight, hearing, vision, orthopedic, eyes, ears, skin, scalp, nose, throat, heart, lungs, names of physician and nurse, general health history, and dates of vaccination and tests, Arr. alph. by name of child. Hdw. on ptd. form. 11 $\frac{1}{2}$ x 12 x 26.

502. SCH. (School) EXCLUSIONS, 1939--. In Requisitions Dog Bites Sch. (School) Exclusions, entry 512.

Physicians' reports to board of health that child is to be excluded from school, giving name of child, address, and type of disease. Arr. alph. by name of school. Hdw. on ptd. form.

503. SCHICK LISTS WHITE AND COLORED, 1934--. Est. 40,000 papers in 1 f.d.

Reports of schick, toxoid, and tuberculin tests of pupils in schools, giving name of pupil, grade, age, sex, color, and reactions. Arr. alph. by name of school. Hdw. on ptd. form. 12 x 12 $\frac{1}{2}$ x 27.

504. MENTAL HISTORIES, 1932--. Est. 400 papers in 1 f.d.

Case histories of backward and feeble-minded children, including school information blanks, giving name of pupil, age, date of birth, birthplace of child and parents, language spoken in the home, present grade, age entered, grades repeated, quality of school work, best and poor subjects, conduct and effort ratings, group intelligence test, conduct and personality traits, teacher's impression of home influence, and supplementary remarks by teacher; Binet test reports, giving name, no., chronological age, mental age, and I.Q.; also contains routine correspondence relating to mental cases. Arr. alph. by name of pupil. Typed; typed on ptd. form. 11 x 13 x 26.

505. (SCHOOL INSPECTION), 1933. In Sanitation, entry 506.

Report of sanitary inspection of schools, giving date, name of school, condition of heating, lighting, ventilation, water, and sewage disposal.

Sanitation

506. SANITATION, 1931--. Est. 1,600 papers in 5 f.d. Title varies; Complaints, 1 f.d., 1938--; Dairies and Water, 1 f.d., 1937--. 1 f.d., 1936-39, not titled. 1 f.d., 1931-38, mistitled Dog Bites.

Record of inspection of dairies, restaurants, oyster packing establishments, food handling, garbage collection, private and public water supply, sewerage system, stores, restrooms, boat sewage, septic tank drainage, and general correspondence, giving date, name of owner, recommendations, and name of inspector. Contains: School Inspection, 1933, entry 505; Complaints, 1931--, entry 508. Arr. chron. by date filed within each category. Hdw. and typed on ptd. form. 6 x 9 x 15, 11 x 13 x 26.

507. SCHOOLS AND CAMPS, 1936--. Est. 150 papers in 1 f.d.

Record of sanitation in public camps, including applications for permit to operate a camp, giving name of applicant, address, location, type, no. of persons to be accommodated, duration, proposed source of water, methods of sewage and garbage disposal, if food is to be sold, signature of applicant, and date; camp inspection data sheets, giving name of owner or organization, address, type, no. of boys, girls and adults, race, duration, water supply, sewage, garbage and trash disposal, sanitary condition of premises, buildings and food handlers, swimming facilities, improvements needed, and name of inspector. Arr. chron. by date of inspection under type of inspection. Hdw. on ptd. form. 11 x 13 x 26.

508. COMPLAINTS, 1931--. In Sanitation, entry 506.

Card record of complaints on sanitary conditions, giving location of property, date, details of complaint, by whom reported, address, owner or agent, address, tenant, address, conditions found and action taken, time given, date of investigation, and name of inspector.

509. DAIRIES, 1936--. Est. 150 cards in 1 f.d.

Card record of cattle tuberculin tests, giving name of dairy, date, number of cows, and result; also contains lists of discontinued dairies and Frederick County shippers. Arr. chron. by date filed under each subject. Hdw.; typed. 5 x 7 x 15.

Miscellaneous

510. LAB (Laboratory) REPORTS, 1931--. Est. 20,000 papers in 3 f.d. 1 f.d., 1931-39, not titled.

Copies of reports from the state laboratory to physicians in Anne Arundel County on specimens submitted, giving name of patient, address, age, sex, color, no., time specimen taken, received and reported, and laboratory report. 2 f.d., 1939--, arr. alph. by name of patient under type of disease; 1 f.d., 1931-39, no orderly arrangement. Typed on ptd. form. 4 x 6 x 18, 11 x 12 x 26.

(511-515)

Board of Health -
Annapolis Clinic

511. DOG BITES, 1931--. In Requisitions Dog Bites Sch. (School) Exclusions, entry 512.

Record of dog bites, giving names of owner and patient, address, date bitten, by whom reported, name of physician, extent of wounds, circumstances, dates of treatments, name of investigator, and final report. Arr. alph. by name of patient. Hdw. on ptd. form.

512. REQUISITIONS DOG BITES SCH. (School) EXCLUSIONS, 1931--. Est. 4,000 papers in 1 f.d.

Copies of requisitions to state department for supplies, giving date, quantity, kind of supplies, estimated price, by whom ordered, and name of approving officer. Contains: Dog Bites, 1931--, entry 511; School Exclusions, 1939--, entry 502. Arr. chron. by date of requisition. Typed on ptd. form. 6½ x 9 x 18.

Annapolis Clinic

513. GENERAL CARDS, 1933--. Est. 1,400 cards in 3 f.d. (labeled by letters of alphabet contained).

Card record of general clinic work, giving name of patient, date, family no., age, color, sex, marital status, reported by, name of physician, previous illness, present complaint, diagnosis, recommendation, date discharged, condition, record of home and office visits, and name of worker. Arr. alph. by name of patient. Hdw. on ptd. form. 6½ x 8 x 17.

514. (FAMILY HEALTH RECORD), 1935--. Est. 2,000 cards in 5 f.b. (3 f.b. labeled No. 2; also by division of alphabet contained). 3 f.b., 1935--, subtitled Annapolis; 1 f.b., 1935--, subtitled Eastport; 1 f.b., 1935--, subtitled Parole and West Annapolis.

Records of family health, giving name, post office, social service records, histories of communicable diseases of members of the family, tuberculosis record, school health record of children in the family, record of tests and immunizations, doctor's physical examination, infantile diarrhea and dysentery record, prenatal and postnatal record, and record of nurse's visits. Arr. alph. by name of family within locality. Hdw. on ptd. form. 6 x 8 x 11.

515. TUBERCULOSIS CLINIC RECORDS, 1925--. Est. 900 papers in 2 f.b. (A-L; M-Z).

Clinical reports on active, arrested, inactive, dead, and removed tubercular patients, giving clinic no., location, date of report, name of patient, address, birthplace, occupational data, name of physician, address, no. of contacts in home, family history, previous history, present illness, principal complaints, nurse's record, physician's examination, diagnosis, prognosis, sanatorium application, and examining doctor; also reexamination and clinic report. Arr. alph. by name of patient. Hdw. on ptd. form. 12 x 3 x 11.

516. (CLINIC REGISTER AND SUMMARY, TUBERCULOSIS), 1925--. In T.B. Case Records, entry 518.

Summarized reports of tuberculosis cases, giving clinic no., location, date, clinic doctor, name and address of doctors present, name of patient, address, age, social status, color, old or new, home contacts, no. of adults, no. under thirteen, diagnosis, prognosis, referred to, no. of white and colored, total, and signature of nurse.

517. (TUBERCULOSIS CLINIC REPORT), 1925--. In T.B. Case Records, entry 518.

Monthly reports of new and old cases, giving place of clinic, date, no. of positive active, positive arrested, suspects, negative, recommended for sanatorium, white and colored, total and grand total.

518. T.B. CASE RECORDS, 1923--. Est. 4,600 papers in 4 f.d. Title varies: T.B. Histories, 2 f.d., 1925--; Old Tuberculosis, 1 f.d., 1923-36. 1 f.d., 1925--, subtitled Clinical, Active, Arrested, Dead; 1 f.d., 1925--, subtitled Miscellaneous.

Record of active, inactive, dead, and arrested tubercular patients and contacts, giving case no., name of patient, sex, color, mental status, date of birth, date reported, type, by whom reported, address, head of house, family physician, occupational data, significant facts in history of illness, exposure, living conditions, precautions observed, medical findings, household contacts, and record of nurses' visits. Contains: Clinic Register and Summary, Tuberculosis, 1925--, entry 516; Tuberculosis Clinic Report, 1925--, entry 517. Arr. alph. by name of patient within each category. Hdw. on ptd. form. $6\frac{1}{2} \times 8 \times 17$, $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

519. (TUBERCULOSIS CONTACTS), 1940. Est. 1,200 cards in 1 f.b. Cross reference cards of persons, in particular married daughters and boarders, who are or have been in contact with tuberculosis patients, giving name of person and no. of family folder. Arr. alph. by name of individual. Typed. $4 \times 5\frac{1}{2} \times 8\frac{1}{2}$.

520. PRENATALS, 1937--. Est. 300 papers in 1 f.b. (labeled by district no.).

Record of prenatal care of mothers, showing information as in entry 498. Arr. alph. by name of patient. Hdw. on ptd. form. $12 \times 3 \times 11$.

521. (SCHOOL CARDS), 1931--. Est. 5,000 cards in 11 f.d., 1 f.b. (5 f.d. labeled by schools; 2 f.d., 1 f.b. labeled by district). 2 f.d., 1 f.b., 1931--, subtitled Colored Schools. 4 f.d., 1932-39, not titled.

Card record of physical inspection of school children, showing information as in entry 501. 8 f.d., 1 f.b., 1931--, arr. alph. by name of child within schools; 3 f.d.; 1932-39, no orderly arrangement. Hdw. on ptd. form. F.b. $6 \times 8 \times 11$, f.d. $6 \times 8 \times 17$.

522. (DENTAL CLINIC), 1934--. Est. 100 cards in 1 f.b.

Card record of dental examination and treatment of school children,

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giving name of child, school, grade, age at first examination, date of examination, name of examiner, report of examination, operative record with dates of treatment, name of clinician, and fee paid. Arr. alph. by name of child. Hdw. on ptd. form. 6 x 8 x 11.

523. ORTHOPEDIC HISTORIES, 1934--. Est. 950 papers in 2 f.b.
1 f.b., 1936--, not titled.

Orthopedic clinic reports, giving date, name of patient, sex, date of birth, address, parents' occupation, other childrens' names and ages, religion, race, names of physician and orthopedist, diagnosis, complaint, past illnesses, school history, financial status, remarks, cooperating agencies, placed on state register, referred by, removed from state register, referred to, and date. Arr. alph. by name of patient. Hdw. on ptd. form. 12 x 3 x 11.

524. ACTIVE CASES SYPHILIS & G.C. (Gonococcus), 1921--. Est. 58,000 papers in 12 f.d. (10 f.d. labeled by division of alphabet contained). Title varies: Syphilis Cured Arrested Deceased Transferred, 1 f.d., 1921--; Inactive G.C. & P.I.D. (Pelvic Inflammatory Diseases), 3 f.d., 1922--; Inactive Syphilis Cases, 3 f.d., 1921--; Non V.D. (Venereal Diseases), 4 f.d., 1922--.

Case histories of active, inactive, deceased, transferred, and negative cases of venereal diseases, giving date, name of patient, address, occupation, age, sex, race, present and past history, complaint and present illness, result of physical examination, treatment prescribed, and dates of treatments. Arr. alph. by name of patient. Hdw. on ptd. form. 11 x 15 x 25, 11½ x 13 x 30. Annapolis Emergency Hospital.

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525. (FAMILY HEALTH FOLDERS), 1935--. Est. 1,050 papers in 1 f.d., 1 box.

Record of family health, showing information as in entry 514. Arr. alph. by name of family. Hdw. on ptd. form. Box 10 x 9½ x 4; f.d. 13½ x 11½ x 26.

526. SCHOOL CARDS, 1932--. Est. 450 cards in 2 f.d. (labeled by district; also White and Colored).

Card record of medical inspection of school children, showing information as in entry 501. Contains: Dental Clinic, 1934--, entry 527. Arr. alph. by name of child within school. Hdw. on ptd. form. 6 x 8½ x 12.

527. (DENTAL CLINIC), 1934--. In School Cards, entry 526.

Card record of dental examination and treatment of school children, showing information as in entry 522.

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528. CURRENT PRENATAL POSTNATAL, 1936--. Est. 350 papers in 2 f.b. Title varies; Prenatal and Postnatal Sec. 1, 1 f.b., 1936-39.
Record of current and discharged prenatal and postnatal cases, showing information as in entry 498. Arr. alph. by name of patient. Hdw. on ptd. form. 12 x 3 x 12.
529. C. HEALTH CONF. (Child Health Conferences), 1921--. Est. 1,750 cards in 5 f.b. Title varies: White Infant Miscellaneous, 1 f.b., 1939--; Glen Burnie White C.H.C., 1 f.b., 1938--. 1 f.b., 1931-39, not titled.
Record of care of infant and preschool children, giving date, name of child, age, date of birth, sex, color, address, location, mother's name, family doctor, economic status, by whom referred, family history, past history, results of various tests, immunization record, results of doctor's physical examination, nurse's record, and record of visits with notes and recommendations by worker. Arr. alph. by name of child. Hdw. on ptd. form. 5 x 8 x 16, 12 x 3 x 11.
530. (COLORED CHILD HEALTH CONFERENCES), 1935--. In Colored Schools and C.H.C. (Child Health Conferences), entry 531.
Record of examination of colored infants and preschool children at child health conferences, showing information as in entry 529.
531. COLORED SCHOOLS & C.H.C. (Child Health Conferences), 1932--. Est. 600 cards in 1 f.b.
Card record of medical inspection of colored school children, showing information as in entry 501. Contains: Colored Child Health Conferences, 1935--; entry 530. Arr. alph. by name of child. Hdw. on ptd. form. 6 x 8 $\frac{1}{2}$ x 12.
532. GENERAL ORTHOPEDIC CARDS, 1933--. Est. 125 papers and cards in 1 f.b.
Card record of orthopedic cases, showing information as in entry 513; also contains routine correspondence. Arr. alph. by name of patient. Hdw. on ptd. form. 6 x 8 $\frac{1}{2}$ x 11 $\frac{1}{2}$.
533. MENTAL HYGIENE, 1934--. Est. 150 papers in 1 f.d.
Record of backward school children, including school information blanks, Binet tests, and routine correspondence, showing information as in entry 504. Arr. alph. by name of pupil. Typed; typed on ptd. form. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 27.
534. ACTIVE TUBERCULOSIS, 1926--. Est. 625 papers in 3 f.b. Title varies: Old T.B. Filo, 1 f.b., 1926-36; T.B. Histories, 1 f.b., 1932-39.
Card record of active and inactive tuberculosis cases, showing information as in entry 518; also contains routine correspondence. Arr. alph. by name of patient. Hdw. on ptd. form; correspondence typed. 6 x 8 $\frac{1}{2}$ x 12, 12 x 3 x 12.

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535. TUBERCULOSIS CLINIC RECORD, 1926--. Est. 600 papers in 1 f. d.

Clinical reports on active and inactive tuberculosis cases, showing information as in entry 515. Contains: Clinic Register and Summary, 1926--, entry 535. Arr. alph. by name of patient. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

536. (CLINIC REGISTER AND SUMMARY), 1926--. In Tuberculosis Clinic Record, entry 535.

Summarized reports on tuberculosis patients examined and treated at the clinic, showing information as in entry 516.

537. LETTERS, 1931-36. Est. 400 papers in 1 f.b. (dated). Routine correspondence of the health center. Arr. alph. by name of subject. Hdw.; typed. $12 \times 3 \times 11$.

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538. DISCHARGED FAMILY FOLDERS, 1935--. Est. 1,200 papers in 1 f.d. Subtitled Non V.D. (Venereal Diseases). Record of family health, showing information as in entry 514. Contains: Negative and Discharged Venereal Cases, 1938--, entry 544. Arr. alph. by name of patient. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

539. DISCHARGED MATERNAL & PRE-SCHOOL, 1934-39. Est. 600 papers and cards in 1 f.d. Record of prenatal and postnatal clinic work, showing information as in entry 498. Arr. alph. by name of patient. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

540. (INFANT AND PRESCHOOL CHILD HEALTH CONFERENCE), 1934--. Est. 600 cards in 2 f.b. 1 f.b., 1934--, subtitled Col. (Colored). Record of care of infant and preschool children, showing information as in entry 529. Arr. alph. by name of family. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11\frac{1}{2}$.

541. SCHOOL CARDS, 1931--. Est. 2,000 cards in 4 f.b. (2 f.b. labeled by name of school). 2 f.b., 1933--, not titled. Card record of medical inspection of school children, showing information as in entry 501. Arr. alph. by name of pupil. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11\frac{1}{2}$.

542. (TUBERCULOSIS CASES), 1929--. In Membership Cards Etc. Magothy Health Center, entry 545. Record of active, inactive, dead, and arrested cases of tuberculosis, showing information as in entry 518. Arr. alph. by name of patient.

543. ACTIVE & DELINQUENT V.D. (Venereal Diseases), 1937--. Est. 300 papers in 1 f.d. Case histories of active and inactive venereal disease cases, including

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correspondence, showing information as in entry 524. Arr. alph. by name of patient. Typed and hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

544. (NEGATIVE AND DISCHARGED VENEREAL CASES), 1938--. In Discharged Family Folders, entry 538.

Records of negative and discharged venereal disease cases, showing information as in entry 524.

545. MEMBERSHIP CARDS ETC. MAGOTHY HEALTH CENTER, 1929--. Est. 300 papers and cards in 1 f.d.

List of laymen who are helping the development of the health center, giving name and address. Contains: Tuberculosis Cases, 1929--, entry 542. Arr. alph. by name of member. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

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546. MORBIDITY & MSC. (Miscellaneous), 1937--. Est. 100 papers in 1 f.b.

Card record of general clinic work, showing information as in entry 513. Contains: School Cards, 1937--, entry 550. Arr. alph. by name of patient. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11$.

547. FAMILY FOLDERS, 1934--. Est. 800 papers in 1 f.d. (District 4).

Records of family health, showing information as in entry 514. Arr. alph. by name of family. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

548. DISCHARGED PRENATALS CHILD HEALTH HISTORIES, 1933--. Est. 480 papers in 1 f.d., 1 f.b., 1 f.b., 1939--, not titled.

Record of prenatal and postnatal clinic work, showing information as in entry 498. Contains: Infant and Preschool, 1933--, entry 549. Arr. alph. by name of patient. Hdw. on ptd. form. F.d. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$; f.b. $12 \times 3 \times 11$.

549. (INFANT AND PRESCHOOL), 1933--. Est. 700 papers in 2 f.b. (1 f.b. labeled McZ District No. 4). Some 1933-- in Discharged Prenatals Child Health Histories, entry 548.

Record of examination of infant and preschool children, showing information as in entry 529. Arr. alph. by name of child. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11$.

550. SCHOOL CARDS, 1932--. Est. 1,800 cards in 4 f.b. (labeled by name of school). Some 1937-- in Morbidity & Msc. (Miscellaneous), entry 546.

Card record of medical examination of school children, showing information as in entry 501. Arr. alph. by name of pupil. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11$.

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551. ACTIVE TUBERCULOSIS & INACTIVE, 1929--. Est. 300 papers in 1 f.d.

Record of active, inactive, arrested and dead cases of tuberculosis, and correspondence, showing information as in entry 518. Arr. alph. by name of patient. Hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

552. T.B. HISTORIES, 1932--. Est. 100 papers in 1 f.b.

Clinical reports on active, inactive, arrested, dead, and removed tubercular patients, showing information as in entry 515. Contains: Clinic Register and Summary, 1932--, entry 553. Arr. alph. by name of patient. Hdw. on ptd. form. $12 \times 3 \times 11$.

553. (CLINIC REGISTER AND SUMMARY), 1932--. In T.B. Histories, entry 552.

Summarized reports of tuberculosis cases examined and treated at the clinic, showing information as in entry 516. Arr. chron. by date filed.

554. LETTERS & REPORTS, 1939--. Est. 200 papers in 1 f.d.

Routine correspondence and reports of the health center. Arr. alph. by name of correspondent or nurse. Hdw.; typed; hdw. on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

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555. (FAMILY FOLDERS), 1939--. Est. 150 papers in 1 f.d.

Record of family health, showing information as in entry 514. Arr. alph. by name of family. Hdw. on ptd. form. $9\frac{1}{2} \times 14 \times 9$.

556. PRENATALS CURRENT WORK, 1923--. Est. 40 papers in 1 f.b.

Record of prenatal clinic work, showing information as in entry 498. Arr. alph. by name of patient. Hdw. on ptd. form. $12 \times 3 \times 11$.

557. C.H. (Child Health) HISTORIES, 1934--. Est. 1,650 papers in 4 f.d. (labeled by district and whether white or colored; 2 f.d. also labeled A-M, N-Z).

Record of examination of infant and preschool children, showing information as in entry 529. Arr. alph. by family name. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11\frac{1}{2}$.

558. OWENSVILLE SCHOOL CARDS, 1931--. Est. 850 cards in 3 f.d.

Title varies: Deale-Galesville Shadyside, 1 f.d., 1931--;
Tracey's School Cards, 1 f.d., 1931--.

Card record of medical examination of school children, showing information as in entry 501. Arr. alph. by name of pupil. Hdw. on ptd. form. $6 \times 8\frac{1}{2} \times 11\frac{1}{2}$.

559. ACTIVE DELINQUENT (Venereal Disease), 1938--. Est. 800 papers in 2 f.d. Title varies: Discharged Non-V.D., 1 f.d., 1938--.

Case histories of active, inactive and negative venereal disease cases,

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showing information as in entry 524. Arr. alph. by name of patient.
Hdw. on ptd. form. $11\frac{1}{2}$ x $13\frac{1}{2}$ x 21.

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560. GENERAL OLD PRENATAL & PRESCHOOL & DENTAL RECORDS, 1937--.
Est. 700 cards in 1 f.d.

Card record of general clinic work, showing information as in entry 513. Contains: Infant and Preschool, 1937--., entry 563; Dental Clinic, 1938, entry 565; Prenatal Clinic, 1937-39, entry 562. Arr. alph. by name of patient within category of treatment. Hdw. on ptd. form. $5\frac{1}{2}$ x 8 x 17.

561. FAMILY FOLDERS, 1934--. Est. 800 papers in 1 f.d.

Record of family health, showing information as in entry 514. Contains: Sanitary and Health Survey, 1934--., entry 570. Arr. alph. by name of family. Hdw. and typed on ptd. form. 11 x 12 x 28.

562. (PRENATAL CLINIC), 1937-39. In General Old Prenatal and Preschool and Dental Records, entry 560.

Record of prenatal clinic work, showing information as in entry 498.

563. INFANT AND PRESCHOOL, 1937--. Est. 100 papers in 2 f.b. (labeled White; Colored). 1937--., also in General Old Prenatal and Preschool and Dental Records, entry 560.

Record of care of infant and preschool children, showing information as in entry 529. Arr. alph. by name of child. Hdw. on ptd. form. 6 x $8\frac{1}{2}$ x $11\frac{1}{2}$.

564. SCHOOL CARDS, 1926--. Est. 600 cards in 3 f.b. (labeled by name of district; 2 f.b. also labeled White School, Colored Schools). 2 f.b., 1926--., not titled.

Card record of school medical inspection, showing information as in entry 501. Arr. alph. by name of child within schools. Hdw. on ptd. form. 6 x $8\frac{1}{2}$ x $11\frac{1}{2}$.

565. (DENTAL CLINIC), 1932--. Est. 200 cards in 1 f.d. 1938 also in General Old Prenatal and Preschool and Dental Records, entry 560.

Card record of dental examination and treatment of school children, showing information as in entry 522. Hdw. on ptd. form. 6 x 8 x $11\frac{1}{2}$.

566. (DENTAL CLINIC), October-December 1938. In Family Folders and Projects, entry 571.

Monthly report of school dental clinic, giving school, month, year, no. of children examined, no. with defects and treated, no. of sittings, no. of children with work completed, type of filling used, no. of extractions, total operations, no. of hours spent at clinic, and fees collected.

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567. (CASH RECEIPTS, DENTAL CLINIC), 1939--. Est. 75 cards in 1 f.d.

Card Record of cash receipts for school dental clinic work, giving name of patient, address, reference, estimate, date, clinic no., description of work, time, amount of debit, date and amount credited, and balance. Arr. alph. by name of patient. Hdw. on ptd. form. 5 x 6 $\frac{1}{2}$ x 8 $\frac{1}{2}$.

568. TUBERCULOSIS, 1932--. Est. 150 cards in 1 f.d.

Record of active and inactive tuberculosis cases, showing information as in entry 518. Arr. alph. by name of patient. Hdw. on ptd. form. 6 $\frac{1}{2}$ x 8 x 17.

569. ACTIVE V-D (Venereal Diseases), 1937--. Est. 2,000 papers in 1 f.d.

Case histories of active, inactive, and negative venereal disease cases, showing information as in entry 524; also venereal disease clinic monthly reports and Wasserman reports. Arr. alph. by name of patient. Hdw. on ptd. form. 11 $\frac{1}{2}$ x 12 $\frac{1}{2}$ x 28.

570. (SANITARY AND HEALTH SURVEY), 1934--. In Family Folders, entry 561.

Reports on surveys of sanitation and health in households, giving no., district, town, village or community, name of householder, address, occupation, owner, address, history of diseases and immunization of members of household for year, no. of sleeping rooms, screening, water supply, excretal disposal, no. of cows, if milk sold, no. of quarts daily, sanitary condition of house and premises, and date and name of surveyor.

571. FAMILY FOLDERS AND PROJECTS, 1938-39. Est. 1,200 papers in 1 f.d.

Report on sanitary conditions of households, giving no., location, color, names and no. of adults, persons in various age groups, occupation, and sanitary condition, if good, fair or poor. Contains: Special Projects, 1939, entry 573; Dental Clinic, October-December 1938, entry 566; Home Improvement Project, 1939, entry 572. Arr. alph. by name of family or subject. Hdw. and typed on ptd. form. 11 $\frac{1}{2}$ x 12 x 28.

572. (HOME IMPROVEMENT PROJECT), 1939. In Family Folders and Projects, entry 571.

Questionnaire forms issued during Negro health week, giving name of householder, location, sanitation, water supply, screening, outbuildings, contemplated improvements, and if planting a garden.

573. (SPECIAL PROJECTS), 1939. In Family Folders and Projects, entry 571.

Reports on garden projects, giving list of entrants and prizes to be awarded.

XVI. COUNTY WELFARE BOARD

The crisis of 1933 demanded uniform state-wide control of the distribution of state and federal funds. At that time, therefore, the Board of State Aid and Charities, now the State Department of Public Welfare, was given increased powers over all charitable agencies in the state. It also was charged with the administration and distribution "of all money, foodstuffs, clothing or other necessities" which might be made available to or by the state for the relief of distress arising from "involuntary unemployment, flood, epidemic or other emergency." For the better administration of these powers, the board was authorized to designate agencies to assist it and to prescribe regulations for the conduct of such agencies.¹ Thus, beginning in April 1933, county welfare boards were created. Seven were organized in that month, and by March 1934, twenty-one of the twenty-three counties had such boards.²

In 1935, the General Assembly reorganized and centralized the administration of welfare activities in the state. The state board was continued as the "central, coordinating and directing agency." It was specifically authorized to create in each county a welfare board which would be an administrative department of the local government.

The welfare board of Anne Arundel County was organized in August 1933. It grew out of the work of the Central Relief Committee and the Community Welfare Association. In July 1935, it was reorganized in its present form, in accordance with the general law effective that year.³

The welfare board of Anne Arundel County consists of seven persons, six of whom are appointed by the county commissioners from a list submitted by the State Department of Public Welfare. Two members are appointed each year and serve terms of three years each and are eligible for reappointment. The seventh member is always one of the county commissioners, selected annually by the commissioners themselves as an ex officio member of the welfare board. All seven members serve without pay.⁴

After the welfare board has been constituted, it proceeds to organize, selecting its own chairman and appointing the subordinate personnel necessary for the proper administration of its duties.

The county welfare board is the unit for the local administration of a state-wide system of public relief. It has authority to administer aid to dependant children, old age assistance, aid to the needy blind,

1. Laws 1933, ch. 222.

2. Eighteenth Biennial Report of the Board of State Aid and Charities . . ., p. 31.

3. The Anne Arundel County Welfare Board 1937-1938.

4. Laws 1935, ch. 586; 1939, ch. 240, sec. 8E.

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Welfare Board - General Administration; General Assistance

general public assistance, and child welfare services under the provisions of the Social Security Act, and it conducts the investigation and certification of persons eligible for employment on projects of the Work Projects Administration and the Public Works Administration.

All the records of the welfare board are kept on forms prescribed by the State Department of Public Welfare.⁵ The records of aid given to the needy blind and presumably all other welfare board records are designated, by law, as confidential.⁶ The current records of the board are kept in its offices in the building at 5 State Circle. Obsolete records have been stored on the third floor of the public library building on Church Circle, Annapolis.

General Administration

574. MINUTES, 1933-35. 1 vol. 1936-- in General Filing, entry 575.

Record of the proceedings at meetings of the welfare board, giving date, names of members present, and business transacted. Arr. chron. by date of meeting. Typed. 70 pp. 11 x 9 x $\frac{1}{2}$. Storeroom.

575. GENERAL FILING, 1933--. Est. 34,600 papers in 3 f.d., 2 boxes, 2 baskets. Title varies: O.T.I., 1 f.d., 1936--; Misc. File, 1 f.d., 1936--. 2 boxes, 2 baskets, 1933-35; not titled.

Routine correspondence with carbon copies of replies, and administrative and financial reports. Contains: Minutes, 1936--, entry 574; Applications for Approval, 1933-35, entry 596. Arr. alph. by name of correspondent or subject. Hdw.; typed; hdw. and typed on ptd. form. F.d. 11 $\frac{1}{2}$ x 12 $\frac{1}{2}$ x 26; boxes 11 x 24 x 12; baskets 12 x 18. 2 boxes, 2 baskets, 1933-35, storeroom; 3 f.d., 1936--, office.

General Assistance

576. CENTRAL INDEX CARDS, 1933--. Est. 6,000 in 8 f.d. (labeled by division of alphabet contained).

General index file to all case histories, arr. alph. by name of client, giving date of birth, color, case no., residence, date of first application, names of children and others in household, cross references, category, dates of action taken, and name of case worker. Hdw. and typed on ptd. form. 5 x 7 x 18. Office.

5. Laws 1936, special session, ch. 148, sec. 31; 1937, special session, ch. 3, sec. 21A, ch. 4, sec. 16, ch. 12, sec. 5.

6. Laws 1936, special session, ch. 145, sec. 34.

Welfare Board -
General Assistance

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577. (OPEN CASES), 1933--. Est. 6,000 papers in 8 f.d. (labeled by case no. contained).

Case histories of all welfare clients, including cases of old age assistance 1935--, aid to needy blind and dependent children, general public assistance and Civilian Conservation Corps and Work Projects Administration assignments, giving original applications, investigators' reports, and all forms establishing eligibility. Arr. numer. by case no. Hdw. and typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$. Office.

578. (APPLICATIONS), 1935--. Est. 3,000 cards in 2 f.d.

Card record of applications received for aid to needy blind and dependent children, old age assistance, and for assignments to Civilian Conservation Corps and Work Projects Administration projects, giving name of applicant, race, case no., name of worker, date received, status of application, and date. Arr. numer. by case no. within category. Hdw. on ptd. form. $6 \times 9 \times 25\frac{1}{2}$. Office.

579. (CASE APPROVED), 1936--. Est. 5,000 cards in 2 f.d.

Card record of assistance granted to welfare clients, giving type of assistance, name, race, case no., name of worker, number included in budget, and status of case. Current cases arr. numer. under name of worker; finished cases arr. numer. within type of assistance. Hdw. on ptd. form. $6 \times 9 \times 25\frac{1}{2}$. Office.

580. CLOSED, 1932--. Est. 6,200 papers in 21 f.d. (20 f.d. labeled by case nos. contained). 14 f.d., 1932--, not titled.

Record of closed cases of welfare clients of all categories, showing information as in entry 577. Arr. numer. by case no. Hdw. and typed on ptd. form. $11\frac{1}{2} \times 12\frac{1}{2} \times 26$. Office.

581. RECORD OF RELIEF GRANTED, 1934--. Est. 13,500 papers in 2 f.d. (dated).

Record of assistance granted to transient and resident clients, giving name of client, address, case no., no. in assistance groups, reference, date, total payment, distribution by category of assistance, and remarks. Arr. numer. by case no. Hdw. and typed on ptd. form. $11 \times 14 \times 26\frac{1}{2}$. Finance office.

582. INACTIVE REQUISITIONS (And Active), 1936--. 2 vols. and est. 1,300 papers in 1 box, 5 bundles. 1 vol., 1 box, 5 bundles, 1936--, not titled.

Requisitions for assistance in active and inactive welfare cases, giving date, case no., client's and payee's names and addresses, relationship of payee to head of group, no. of persons, type of assistance, date check to be drawn, amount of check, distribution of assistance, date of revision, by whom authorized, and date approved by executive secretary. Arr. numer. by case no. Hdw. on ptd. form. Vols. avr. 350 pp. $7 \times 10 \times 2\frac{1}{2}$; bundles $7 \times 10 \times 1$; box $8 \times 14 \times 14$. Finance office.

583. OLD AGE ACTIVE, 1936--. 2 vols. 1 vol., 1936--, not titled.

Record of active and inactive cases of old age assistance, showing in-

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Welfare Board -
General Assistance

formation as in entry 581. Arr. numer. by case no. Typed on ptd. form. Aver. 455 pp. 8 $\frac{1}{2}$ x 11 x 3. Finance office.

584. REQUISITION CHANGES, 1936--. Est. 33,600 papers in 2 boxes, 3 bundles, 5 folders (4 folders labeled by case no. contained and dated). 1 box, 1939--, subtitled Old Age Only; 1 box, 1939--, subtitled All Except Old Age. 3 bundles, 1937-February 1939, not titled.

Record of notices of change in requisitions for assistance, giving case no., name of client, date, present category, nature of change, and signatures of executive secretary and worker. Arr. chron. by date of notice. Hdw. on ptd. form. Boxes 15 $\frac{1}{2}$ x 10 x 6; bundles 11 x 8 $\frac{1}{2}$ x 5; folders 9 x 12. 5 folders, 1 bundle, 1936-37, storeroom; 2 boxes, 2 bundles, 1937--, finance office.

585. PAY ROLLS, 1936--. 21 vols. (dated and labeled by pay roll no. contained). 5 vols., 1937-39, subtitled Assistance; 5 vols., 1936--, subtitled Old Age.

Pay roll record of all forms of public assistance, giving by whom requisitioned and approved, pay roll no., page no., voucher no., period covered, date checks to be sent, checks received by, case no., name and address of client, no. of persons, distribution of assistance, amount of check, and check no. Arr. numer. by pay roll no. Typed on ptd. form. Aver. 175 pp. 14 x 9 $\frac{1}{2}$ x 1. Finance office.

586. BOARDING CARE PAYROLLS, February 1937--. 2 vols.

Monthly pay rolls for boarding and care of children, giving pay roll no., page no., voucher, agency submitting, date, client's case no., name and address, payee's name and address, relationship, amount payable, and check no. Arr. numer. by pay roll no. Typed on ptd. form. Aver. 75 pp. 14 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. Finance office.

587. DIRECT RELIEF, 1935-36. 10 vols. (4 vols. dated). 6 vols., 1935, not titled.

Copies of requisitions for direct relief, giving date, requisition no., supplier's and client's names and addresses, period for which granted, case no., no. in family, amount for food, clothing, shelter, fuel and other items, name of case worker, and signature of executive secretary. 1 vol., 1935, arr. numer. by requisition no.; 9 vols., 1935-36, arr. chron. by date of requisition. Hdw. on ptd. form. Aver. 75 pp. 8 $\frac{1}{2}$ x 14 x 1. Storeroom.

588. CASH RELIEF, 1935-36. 3 vols. (dated and labeled by sheet no. contained).

Duplicate cash relief requisitions, giving date, sheet no., family or non-family, name, address, period, no. in family, case no., amount of check, amount for food, shelter, clothing, fuel and other necessities, check no., by whom requisitioned, and signature of approving officer. Arr. chron. by date of requisition. Hdw. on ptd. form. Aver. 100 pp. 8 $\frac{1}{2}$ x 14 x $\frac{1}{4}$. 2 vols., 1935-January 1936, storeroom; 1 vol., February 1936, finance office.

Welfare Board -
Work Projects

(589-594)

589. RECORD OF RELIEF GIVEN TO CREWS OF OYSTER DREDGE BOATS TIED UP IN THE HARBOR AT ANNAPOLIS, January-March 1935. Est. 200 papers in 1 box.

Record of temporary assistance given to stranded oyster dredgers, including registrations and requests for aid, giving name of applicant, date, date of birth, birthplace, marital status, sex, no. in family, trade, when last employed, and correspondence. Arr. alph. by name of client. Hdw. and typed on ptd. form. 4 x 10 x 13. Storeroom.

590. DISTRIBUTION OF AID TO DEPENDENT CHILDREN, 1936-37. 1 vol. (dated).

Daily record of distribution of aid to dependent children, giving date, voucher no., and no. of children in family. Arr. cron. by date of distribution. Hdw. 50 pp. 11 x 14 x $\frac{1}{2}$. Finance office.

591. COURT ORDER CASES, 1938--. 1 vol.

Record of payments by court in cases of marital separation, giving case no., name and address of deft., name of payee, date for payment, amount, name of case worker, date received, amount of arrears, date disbursed, and check no. Arr. numer. by case no. Hdw. 100 pp. 10 $\frac{1}{2}$ x 8 x $\frac{1}{2}$. Finance office.

592. (SPECIAL PAYMENTS), 1936--. 1 vol.

Record of special accounts of payments to clients by court order of non-support or by agreement, giving name of payer, date, amount received, name of client, check no., and date paid; also contains receipts from clients and correspondence. Arr. numer. by case no. Hdw.; typed; typed on ptd. form. 50 pp. 11 x 8 $\frac{1}{2}$ x 1. Finance office.

593. INSURANCE ASSIGNMENTS, 1937--. 1 vol.

Record of assignments of life insurance policies by old age assistance clients, giving name of case worker, name of insured client, case no., address, name of insurance company, address, face value, cash value, name of beneficiary, address, kinship, who pays the premium, and date of last payment. No orderly arrangement. Hdw.; typed. 25 pp. 14 x 9 x $\frac{1}{2}$. Office.

Work Projects

594. (WORK PROJECTS ADMINISTRATION), 1935--. Est. 2,000 papers in 5 boxes.

Record of Work Projects Administration employment, forms 402, 403, 800 and 601, including certification of eligibility, notice to report for work, notice of termination of employment, and notice of case change, giving name and address of worker, identification no., case no., and date. Arr. numer. by case no. Typed on ptd. form. 5 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 15. Office.

(595-601)

Welfare Board -
Work Projects

595. (PROJECT REGISTER), 1933-34. 1 vol.
Record of work projects, giving county, kind of project, date approved, supplements to original project, references, distribution of costs by funds for wages and salaries, team and truck, material and others, total cost, and weekly reports of progress. No orderly arrangement. Hdw. under ptd. head. 100 pp. 14 x 17 x $\frac{1}{2}$. Storeroom.
596. APPLICATIONS FOR APPROVAL, 1933-35. 1 vol. and est. 5,600 papers in 1 box. Also in General Filing, entry 575.
Applications for approval of work projects, approved, rejected and completed, giving date, project no., local sponsor, location, description, date submitted, date to be started, material and no. of employees wanted, name of supervisor, total estimated cost and contributions, field of activity, date of approval, and signature of state engineer. Contains: Weekly Time Sheets, 1934-35, entry 601. No orderly arrangement. Hdw. and typed on ptd. form. Vol. 600 pp. 9 $\frac{1}{2}$ x 12 x 10. Box 10 x 24 x 12. Storeroom.
597. SINGLE ENTRY LEDGER, January-April 1934. 1 vol.
Record of allotments to Civil Works Administration projects, giving check no., project no., name of project, and amount. Arr. numer. by check no. within account. Hdw. 138 pp. 12 x 7 $\frac{1}{2}$ x $\frac{1}{2}$. Storeroom.
598. (PAY ROLL FOR PERSONAL SERVICES), 1934-36. 7 vols. and est. 85 papers in 1 bundle.
Triplicate copies of pay roll for personal services on work projects, giving pay roll no., page no., official project no., work project no., type of work symbol, description and location of project, name of sponsor, name of disbursing officer, name of employee, sex, identification no., occupation, class, normal monthly hours, hours worked, rate per hour, amount paid, check no., remarks, and copy of voucher. Arr. numer. by pay roll no. Typed on ptd. form. Vols. aver. 180 pp. 16 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 1; bundle 16 x 11 x $\frac{1}{2}$. Storeroom.
599. (PAYMASTER'S RECEIPTS), February-October 1933. 7 vols.
Record of receipts for weekly pay roll of work projects, giving no., date, name of payee, hours worked, rate per hour, amount paid, and signature of payee, with copies of vouchers attached. Arr. chron. by date of pay roll. Typed on ptd. form. Aver. 75 pp. 15 x 10 x $\frac{1}{2}$. Storeroom.
600. (PROJECT PAY ROLL), 1933-34. 1 vol.
Record of hours and wages on work projects, giving project no., name of project, date begun, name of foreman, pay roll no., description of work, no. employed and no. of hours for skilled and unskilled labor, no. of hours of supervision, and total wages. Arr. numer. by project no. Hdw. 150 pp. 12 x 10 x 1. Storeroom.
601. (WEEKLY TIME SHEETS), 1934-35. In Applications for Approval, entry 596.
Weekly time reports for work projects, giving project no., location, name of employee, case no., sex, occupation, hours of work each day, total hours for week, rate per hour, and total earnings.

602. (ADULT EDUCATION), 1935. Est. 300 papers in 1 box. Copies of applications for position as teacher on W.P.A. adult educational program, giving name, address, age, color, date, present employment, experience and training, approval of county superintendent of schools and welfare board, and certification; also enrollment blanks of prospective students, and correspondence. No orderly arrangement. Hdw.; typed; hdw. on ptd. form. 4 x 9 x 13. Storeroom.

Commodities Distribution

603. (Relief) IN KIND, 1936--. 9 vols. (dated). 7 vols. March-September 1936, subtitled G.P.A. (General Public Assistance). Record of requisitions for and distribution of commodities, giving case worker, case no., date, supplier's and client's names and addresses, period, no. in family, amount of order, order no., and approval by executive secretary or supervisor. Arr. numer. by case no. Hdw. on ptd. form. Aver. 45 pp. 9 x 14 x $\frac{1}{2}$. Finance office.

604. STORE LISTS FOR CLIENTS SIGNATURES FOR COM. (Commodities), 1937-38. 2 vols. (1 vol. dated). 1 vol., 1937-38, not titled. Relief clients' lists of commodities furnished, giving name of store, name of client, address, no. in family, relief or nonrelief case, type of commodity, signature of client, date delivered, totals, and signature of executive secretary. Arr. chron. by date of distribution. Hdw. on ptd. form. Aver. 150 pp. 11 x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Finance office.

605. (CLOTHING), 1938-39. Est. 100 papers in 1 bundle. Certification of orders and receipts for clothing, giving case no., name, address, no. of persons in group, no. under and over ten years of age, type of aid received, names of persons authorized to receive garments, description, signature of certifying officer, date, if garments issued or not, and signatures of distributing officer and client. No orderly arrangement. Hdw. on ptd. form. 11 x 8 x $\frac{1}{2}$. Finance office.

606. EMERGENCY RELIEF ORDERS, 1933-36. 48 vols. 24 vols., 1933-34, not titled. Carbon copies of unemployment and emergency relief orders, showing information as in entry 607. Arr. numer. by order no. Hdw. on ptd. form. Aver. 40 pp. 3 x 9 x $\frac{1}{2}$, 10 x 9 x $\frac{1}{2}$. Storeroom.

607. YELLOW ORDERS, 1933-35. Est. 30,000 papers in 3 f.d., 2 boxes (3 f.d. labeled by division of alphabet contained). 2 boxes, 1933-35, not titled. Yellow carbon copies of direct relief orders, giving order no., county, date, name of supplier, name of client, address, case no., amount, commodity, and signatures of recipient and disbursing officer. 3 f.d., 1934, arr. alph. by name of client; 2 boxes, 1933-35, arr. chron. by date returned. Hdw. on ptd. form. F.d. 4 x 9 $\frac{1}{2}$ x 26; boxes 4 x 9 x 13, 9 x 10 $\frac{1}{2}$ x 14. Storeroom.

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Welfare Board - Med-
ical Services; Finances

608. (EMERGENCY RELIEF ORDERS), May-December 1935. 1 vol.
Lists of emergency relief orders issued, giving schedule no., order no.
date, case no., vendor, client, type of relief and amount, and signatures
of executive secretary and finance officer. Arr. numer. by schedule no.
Typed on ptd. form. 100 pp. 11 x 8 $\frac{1}{2}$ x 1. Finance office.

609. (FOOD SUPPLIES), 1933-34. In Store Record, entry 610.
Monthly record of emergency relief surplus food supplies received and
distributed to authorized grocers, giving balance previous month, date
received, total distribution, total spoiled or shortage, no. of families
served, and remarks.

610. STORE RECORD, 1933-34. 1 vol..
Retail distributing unit questionnaire, giving name of storekeeper, dis-
trict, class of business, years in business, monthly volume of business,
approximate amount of welfare orders monthly, details of store inspec-
tion, if insured, type of stock carried, what trade organization, general
remarks, date, and signature of inspector. Contains: Food Supplies,
1933-34, entry 609. No orderly arrangement. Typed on ptd. form. 50 pp.
11 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. Finance office.

Medical Services

611. (MEDICAL ORDERS), 1936--. Est. 700 papers in 2 bundles.
Copies of orders authorizing medical and dental services and invoices
for services rendered, giving order no., case no., name of doctor or
nurse, no. of calls, amount to be expended, name of client, address,
names of authorizing and approving officials, nature of services, amount,
date paid, voucher and check no., certification, and signature of doctor
or nurse. Arr. numer. by case no. Hdw. on ptd. form. 9 $\frac{1}{2}$ x 5 $\frac{1}{2}$ x 5.
Finance office.

612. MEDICAL ORDERS (Schedules), 1936--. 2 vols. (dated).
Schedules of medical orders issued, giving schedule no., period, order
no., case no., vendor, client, amount received for general public as-
sistance and aid to dependent children, and total. Arr. numer. by
schedule no. Typed on ptd. form. Aver. 50 pp. 11 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. Finance
office.

Finances

613. (RECEIPTS AND DISBURSEMENTS), 1933--. 3 vols.
Record of receipts and disbursements; under receipts, giving date, source,
and amount; under expenditures, date, amount paid, check no., name of
payee, purpose, and balances. Arr. chron. by date of recording. Hdw.
April-October 1933; hdw. under ptd. head November 1933--. Aver. 250 pp.

Welfare Board -
Finances

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11 x 14 $\frac{1}{2}$ x 3, 13 x 15 x $\frac{1}{2}$. 1 vol., April-October 1933, storeroom; 2 vols., November 1933--, finance office.

614. (DAILY CASH REPORT), 1935-36. 4 vols.

Daily report of cash receipts and disbursements and balances, giving date, balance from previous date, amount of receipts, source and total, disbursements for general and transient relief and other expenditures, total, balance at close of day, cash in bank, petty cash and total cash, total obligations issued for the day, total obligations for current month, and signature of finance officer. Arr. chron. by date of report. Hdw. on ptd. form. Aver. 60 pp. 14 x 8 $\frac{1}{2}$ x 1. Storeroom.

615. Quarterly Reports, 1936--. 1 vol.

Quarterly statements of expenditures and sources of funds, giving date, approval of executive secretary, monthly expenditures and totals for each category of assistance, administration and child welfare services, and amount of local, state and federal contributions for each category. Contains: Advances, Expenditures, and Adjustments, 1936--, entry 616; Child Welfare Service Program, 1936--, entry 621. Arr. chron. by date of report. Hdw. on mimeographed form. 75 pp. 14 x 8 $\frac{1}{2}$ x 1. Finance office.

616. (ADVANCES, EXPENDITURES, AND ADJUSTMENTS), 1936--. In Quarterly Reports, entry 615.

Quarterly statements of advances, expenditures, and adjustments, giving date, approval of executive secretary, amounts of advance per remittance devices, expenditures and adjustments for each category of assistance, and totals.

617. RECEIPTS, 1936--. 1 vol.

Copies of receipts for funds advanced by the county commissioners and State Department of Public Welfare, giving date, amount of check, and amount allocated to each category of assistance and for administration; includes requests for advances and other correspondence. Arr. chron. by date of recording. Typed; typed on ptd. form. 150 pp. 11 x 8 $\frac{1}{2}$ x 1. Finance office.

618. VOUCHERS, 1933--. Est. 180,000 papers in 14 f.d., 5 f.b. (3 f.b. labeled by division of alphabet contained). 11 f.d., 3 f.b., 1933-37, not titled.

Duplicate vouchers for assistance, purchases, and services, giving voucher no., check no., date paid, name of payee, address, date of invoice, month obligation entered, description, amount, and purpose by distribution under accounts. 13 f.d., 2 f.b., 1933--, arr. numer. by voucher no.; 1 f.d., 3 f.b., 1933-35, arr. alph. by name of payee. Typed on ptd. form. F.d. 11 x 12 x 24, 11 x 16 x 28 $\frac{1}{2}$; f.b. 9 x 11 x 25. 11 f.d., 5 f.b., 1933-37, storeroom; 3 f.d., 1936--, finance office.

619. (CHECKS), 1933--. Est. 72,000 papers in 13 f.d., 6 f.b.

Cancelled checks of the welfare board, giving date, no., amount, and name of payee. Arr. numer. by check no. Typed on ptd. form. F.b. 4 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 25 $\frac{1}{2}$; f.d. 11 x 5 x 25. Finance office.

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Welfare Board -
Finances

620. CHECK COPIES, 1934-37. 48 vols. (12 vols. labeled by check nos. contained). 28 vols., 1934-35, not titled. Carbon copies of checks issued for all accounts, giving check no., date, name of payee, amount, and voucher no. Arr. numer. by check no. Aver. 250 pp. 14 x 9 x 1. Storeroom.
621. (CHILD WELFARE SERVICE PROGRAM), 1936--. In Quarterly Reports, entry 615. Quarterly statements of detailed obligations of the child welfare service program, giving quarter covered, date, voucher no., name of payee, purpose of payment, total, distribution, date of approval, and signature of executive secretary.
622. ADMINISTRATIVE PAYROLLS, 1934--. 2 vols. (1 vol. dated). Pay rolls for employees of the welfare board, giving date, name of employee, merit system classification, amount earned, amount withheld for insurance and retirement, net amount due employee, budget no. and title, and certification by State Employment Commission. Arr. chron. by date of pay roll. Typed on ptd. form. Aver. 200 pp. 11 x $8\frac{1}{2}$ x $\frac{1}{2}$, $14\frac{1}{2}$ x 9 x $1\frac{1}{2}$. Finance office.
623. FUND CONTROL, 1937-38. 1 vol. (dated). Fund control of disbursements for each category of assistance and administration, giving date, reference, total receipts and obligations, and balance. Arr. chron. by date of entry. Hdw. under typed head. 75 pp. 11 x 14 x $\frac{1}{2}$. Finance office.
624. DISTRIBUTION SHEETS, 1934-36. 1 vol. (dated). Accounts of direct relief and administrative expenditures, giving date, amount expended for food, shelter, clothing, medical care, transportation and other items for family and non-family relief, and salaries, transportation, mileage, and sundry expenditures for each administrative division. Arr. chron. by date of entry. Hdw. under typed head. 150 pp. 11 x 14 x 1. Finance office.
625. MONTHLY FINANCIAL REPORTS, 1934-July 1937. 1 vol. Monthly financial reports of the welfare board, including cash account reconciliations, giving date, approval of executive, obligations, cash disbursed, deductions, net obligations, amount unpaid, and totals for various categories of assistance. Contains: Statistical Financial Supplements, 1934-37, entry 626. Arr. chron. by date of report. Hdw. and typed on ptd. form. 250 pp. 14 x 9 x 1. Finance office.
626. (STATISTICAL FINANCIAL SUPPLEMENTS), 1934-37. In Monthly Financial Reports, entry 625. Statistical supplements to monthly financial reports, giving date, approval of executive secretary, and details of obligations for general public assistance, of cancellation and adjustment and of cash refunds.
627. INCURRED OBLIGATIONS, 1936-37. 1 vol. (dated). Record of obligations incurred, giving date and amount incurred and balance, for general public assistance, aid to dependent children, needy

blind, and administration. Arr. chron. by date of entry. Hdw. 500 pp. 11 x 14 x $\frac{1}{2}$. Finance office.

628. AUDIT REPORTS, 1934--. 1 vol.

Auditor's statements of receipts and expenditures, assets and liabilities, and analysis of unexpended balance; also inventory of office furniture and equipment, giving value. Arr. chron. by date of report. Typed. 125 pp. 14 x 8 x 1. Finance office.

629. COUNTY TRUST COMPANY, 1935--. 3 vols. Title varies:

Bank Statements, 1 vol., 1935-37; Farmers National General Account, 1 vol., 1938--.

Duplicates of deposit slips, and monthly statements of checks issued and funds deposited, with balances. Arr. chron. by date of recording. Hdw. and typed on ptd. form. Aver. 100 pp. $9\frac{1}{2}$ x $7\frac{1}{2}$ x 2, 12 x $9\frac{1}{2}$ x 1. Finance office.

630. TRANSMITTAL LISTS, 1933-36. 7 vols. 4 vols., 1933-36, not titled.

Copies of monthly reports to state agency of expenditures of federal appropriations, for audit and payment in the current account, giving county, date, sheet no., list no., voucher no., purpose of disbursement, account, amount, totals, approval of county commissioners and state agency, and signature of welfare official. 3 vols., 1933-April 1935, arr. chron. by date of report; 4 vols., May 1935-36, arr. numer. by list no. Typed on ptd. form. Aver. 175 pp. 13 x $8\frac{1}{2}$ x 1. Storeroom.

631. (STATE FINANCES), 1933-36. 1 vol.

Checks, vouchers, and correspondence from State Comptroller and memoranda of remittances from State Treasurer, giving date and amount. No orderly arrangement. Typed; typed on ptd. form. 300 pp. 11 x 8 x 2. Finance office.

XVII. ANNE ARUNDEL COUNTY HOME

Before 1768, the poor of Maryland were cared for by various kinds of direct relief, usually distributed by the church vestries¹ from funds levied by justices of the county court.²

In 1768, the Assembly provided for the erection in Anne Arundel and four other counties of almshouses and workhouses. A special tax

1. Ernest S. Griffith, History of American City Government, p. 242f.

2. Mereness, op. cit., p. 405; Arch. Md., I, 296.

was to be levied for the initial cost and the upkeep. Trustees of the poor were appointed and they in turn appointed an overseer who was instructed to keep a list of all poor, beggars, vagrants, and vagabonds in his charge, as well as an account of the amount received from the sale of whatever they produced and the cost of their keep. All the inmates were to wear a Roman P together with the first initial of the county in colored cloth on their clothes. The trustees were a closed corporation. They were not obliged to serve for more than five years, and were discharged in rotation; only one vacancy was to be filled each year.³ There were five appointed in Anne Arundel County.

The levy was not laid that year and it was reported that the tobacco would not be wanted for some time, in fact not before the levy of 1774, for, as the trustees said, "they had been unable to find any owners of land near and convenient to the City of Annapolis, willing to dispose of the same." They were thereupon directed to buy and purchase in fee any quantity of land within ten miles of Annapolis, not exceeding one hundred acres, which they thought suitable for the purpose.⁴ Two years later, the trustees reported that they had contracted with workmen to erect an almshouse and workhouse, and they announced that it would be complete and ready for occupancy on the first of May next, but since the justices were prohibited from assessing or levying any tobacco or money for the support of the poor until the month of November 1774, there was danger of the new home standing idle. As a result of this report, the Assembly provided in 1774 that the county justices should levy at the laying of the county levy for that year a sum not exceeding ten pounds of tobacco per poll, together with the sheriff's five percent for collecting, for the support of the poor.⁵ Lacking any evidence to the contrary, it may be supposed that the levy was laid and that the home opened sometime after May, 1774. The location of this first almshouse is not now known.

The almshouse was destroyed by fire on January 28, 1800 without loss of life.⁶ The justices of the levy court, predecessors of the county commissioners, then took steps to repair the damage. They were authorized by the Assembly to levy a sum not exceeding \$4,000 for the purpose of repairing the old or building a new poorhouse, not over \$2,000 to be levied in any one year. Commissioners were appointed to consider the question of building or repairing and compensation of two dollars per day was provided for them.⁷ They decided to purchase a house and tract of land called Strawberry Hill from William Caton. Their proceedings were confirmed and made valid and justices of the levy court were authorized to levy \$250 to complete the payment for the property so purchased.⁸

3. Laws 1768, ch. 29.

4. Laws 1771, ch. 36.

5. Laws 1773, November session, ch. 9.

6. Jackson, Annapolis, p. 60.

7. Laws 1801, ch. 75.

8. Laws 1803, ch. 106.

In 1804, the trustees of the poor were also given jurisdiction over outpensioners. The number of outpensioners was not to exceed twenty in the county for any one year and the amount to be levied for one person was not to exceed forty dollars.⁹ In 1821, the trustees of the poor ceased to be a closed corporation and it was ordered that the levy court appoint annually five persons as trustees of the poor. The old trustees were required to deliver to their successors all books and papers and other property belonging to the almshouse under penalty of forty dollars each. Vacancies were to be filled at the next meeting of the levy court after the occurrence of the vacancy. The new trustees were ordered to make out and render to the levy court at their first meeting in March of every year a statement of their accounts and expenditures with the necessary vouchers for the preceding year; penalty for failure to do this was set at fifty dollars. The overseer in turn had to make an annual return to the trustees of all the stock, farming utensils, and other property of the almshouse, together with a statement of the crop made there and an account of all expenses and charges and all money received by him.¹⁰

The same act provided that the trustees might sell the premises commonly called Strawberry Hill and purchase another site if they should deem it advantageous. Presumably they did not, for there is no record of a change at this time and the repairs which were authorized in 1858 seem to have been made at the same place.¹¹ The amount set aside for this purpose was not to exceed \$2,000. It was not until 1886 that the present almshouse was bought by the county commissioners.¹² It is located a few miles from Annapolis on South River.

The county commissioners continued the system of appointments of trustees after they took over the duties of the levy court. In 1892, the number to be appointed was increased to seven, one from each election district. An overseer was to be employed at a salary not exceeding \$225 per annum, who was to make monthly reports to the commissioners. He was not to compel any of the inmates to work except at the order of the majority of the trustees.¹³

In 1906, the Assembly ordered that all the almshouses were to have their names changed and be called county homes.¹⁴

9. Laws 1804, ch. 69.

10. Laws 1821, ch. 174.

11. Laws 1858, ch. 283.

12. The building, one of the oldest in the county, was erected sometime between 1730 and 1735 as a kind of state house and center of municipal government for the town of Londontown which prospered for a time, and then because of its shallow harbor, was outstripped by Annapolis and finally entirely abandoned. No other building remains except the present almshouse. (See Henry J. Berkley, "Londontown on South River, Anne Arundel County, Md.," Maryland Historical Magazine, XIX, 134-141.)

13. Laws 1892, ch. 165.

14. Laws 1906, ch. 32.

A general reorganization of the almshouse was attempted in 1916. Three men and three women from the county were appointed as trustees for six year terms, vacancies to be filled by persons of the same sex. They were required to make semi-annual reports to the commissioners, to fix the term and compensation of the overseer, and to remove him at pleasure. Any two trustees could choose the poor to be received into the home, where previously one was enough.

An annual appropriation was provided, which was fixed at \$5,000 in 1920. Additional money was to be appropriated on a graduated scale, when the number of inmates exceeded fifteen. Their own compensation was set at \$1.50 per meeting, the total not to exceed \$25.00 annually. At their first meeting they were to select from their own number a chairman, a secretary and treasurer to hold office for one year, unless sooner discharged by the trustees. The secretary and treasurer may be paid a salary not to exceed a total of \$100 for both in any one year.¹⁵

The trustees of the poor are charged with the supervision of the county home. They are a corporate body, with full power to sue and be sued, to hold property and accept gifts, and to buy and sell real property, with the consent of the county commissioners.¹⁶ They are authorized to make all necessary rules and regulations for the government of the county home.¹⁷

The only record required by law is a list of all persons committed the home. This record is kept at the home.

632. (RECORD OF INMATES), March 1, 1900---. 3 vols.
Monthly record of residents of the county home, giving date, color, names of inmates, newcomers, deaths, and departures. Arr. chron. by date of recording. Haw. Aver. 200 pp. 9 x 7 x 1, 13 x 8 x 1.

XVIII. COUNTY SURVEYOR

In colonial Maryland, public surveying was the function of a sur-

15. Laws 1916, ch. 661; 1920, ch. 275.

16. Laws 1916, ch. 661, sec. 6.

17. Laws 1894, ch. 445.

veyor-general and deputies who were usually appointed for each county.¹ The deputies were not, however, county officials and seem to have been responsible only to the provincial official, the surveyor-general.

The first constitution of the State of Maryland provided that the Governor appoint surveyors with the advice and consent of the Council.² Surveyors must have been appointed for each county, for subsequent legislation speaks of "the surveyor of the county."³ They were required to take an oath of office.⁴ At first, their compensation consisted entirely of fees for services.⁵ In 1849, surveyors were allowed four dollars for each day they were engaged in performing their duties.⁶ At the same time, they were allowed to appoint deputies to assist them.⁷

Surveyors were first elected in each county in 1851.⁸ Until 1922, they served for two years.⁹ Since then, their term of office, like that of all elected county officials, has been fixed at four years.¹⁰ The compensation is still four dollars per diem.

The surveyor is required to execute all warrants issued from the Land Office and all orders and warrants issued by any court having authority to do so, and to make returns thereof within the time prescribed by law. Whenever the surveyor is incapacitated or refuses or neglects to proceed, anyone interested in the execution and return of the warrant may petition the Commissioner of the Land Office or the court for the appointment of a deputy surveyor to execute the warrant.¹¹

The surveyor is required to keep a regular alphabetical record of his duplicates of all surveys or resurveys made by virtue of a warrant issued from the Land Office. This record is procured at the expense and is the property of the county and must be kept by the surveyor open to the inspection of all persons who may desire to examine it. He must hand his record down to his successor in office.¹²

The records of the surveyor are in his office in the public library on Church Circle, Annapolis.

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1. Arch. Md., I, 59, 163, 312, 497; II, 393; XIX, 70; Laws 1763, ch. 18, sec. 113; Mereness, op. cit., pp. 58-63.
 2. Md. Const., 1777, art. XLVIII.
 3. Laws 1781, November session, ch. 20, sec. 3; 1786, ch. 33, sec. 4; 1789, ch. 35, sec. 2, 6; 1792, November session, ch. 15, sec. 2, 3.
 4. Md. Const., 1777, art. LII.
 5. Laws 1779, November session, ch. 25.
 6. Laws 1849, ch. 549, sec. 1.
 7. Ibid., sec. 3.
 8. Md. Const., 1851, art. V, sec. 10; 1864, art. VII, sec. 7; 1867, art. VII, sec. 2.
 9. Ibid.
 10. Laws 1922, ch. 227, constitutional amendment.
 11. Laws 1849, ch. 549; 1908, ch. 480.
 12. Laws 1849, ch. 549, sec. 2.

(633-638)

County Road Engineer

633. PLATS FILE, 1915--. Est. 5,700 plats in 6 f.d., 10 f.b. (4 f.b. dated). Title varies: Descriptions, 2 f.b., 1926, 1931; Orders, 1 f.b., 1931. 2 f.b., 1924-31, subtitled by names of property owners. 5 f.d., 5 f.b., 1915--, not titled.

Copies of plats for tracts, subdivisions, and developments. 1 f.d., 10 f.b., 1922-31, arr. alph. by name of property owner; 2 f.d., 1922--, arr. numer. by plat no.; 3 f.d., 1915--, no orderly arrangement. Ptd. F.d. 4 x 13 x 32, 17 $\frac{1}{2}$ x 11 x 26; f.b. 14 $\frac{1}{2}$ x 11 x 3.

634. (FIELD BOOK), 1922--. 50 vols. (1-50).

Original field notes of courses and distances, containing data on land surveys. No orderly arrangement. Indexed alph. by name of client. Also separate index, entry 635. Hdw. Aver. 50 pp. 7 $\frac{1}{2}$ x 5 x $\frac{1}{2}$.

635. (GENERAL INDEX TO FIELD BOOK), 1922--. 1 vol.

Arr. alph. by name of client, giving address, vol. no., and folio. Hdw. 100 pp. 10 $\frac{1}{2}$ x 8 x $\frac{1}{2}$.

636. (CORRESPONDENCE), 1928--. Est. 6,000 papers in 4 f.d. (labeled by letter of alphabet contained). 1923-25 in Cash Receipts and Disbursements & Letters, entry 637.

Routine correspondence of the county surveyor. Arr. alph. by name of correspondent. Hdw.; typed. 12 x 18 x 24.

637. CASH RECEIPTS AND DISBURSEMENTS & LETTERS, 1923-26.

Est. 100 papers in 1 f.b.

Record of orders for surveys, filled and unfilled, giving order no., address, location of property, work to be done, no. of acres, reason for survey, date deed and plat filed, date work begun and completed, amount of charge, amount paid in advance, payments completed, draftsman's time on plats per hour, and signature of client. Contains: Correspondence, 1923-25, entry 636. Arr. alph. by name of client. Hdw. and typed on ptd. form. 12 x 11 $\frac{1}{2}$ x 3.

638. PATENTS, ETC., 1922-31. Est. 400 papers in 2 f.b.

Copies of land patents issued. Arr. alph. by name of patentee. Hdw. and typed. 12 x 11 $\frac{1}{2}$ x 3.

XIX. COUNTY ROAD ENGINEER

The office of county road engineer for Anne Arundel County was created in 1908.¹ The law passed at that time stated that the engineer was

1. Laws 1908, ch. 654.

to be appointed by the county commissioners from among qualified persons; he had to be a graduate civil engineer and have five years of practical experience as a civil engineer. He was to be appointed without reference to his political opinions.² During his term of office, the engineer was to reside in Anne Arundel County. He was not permitted to be financially interested in a business selling materials to the county for road or bridge construction, nor was he to receive a commission or make a profit on such sales.³ In 1914, he was required to devote his full time to his position.⁴ In 1922, it was specified that the engineer must hold his degree from "an institution of recognized standing."⁵

Once appointed by the commissioners, the engineer holds office until he resigns voluntarily or is dismissed for incompetence or neglect of his duty or for other causes which may impair his usefulness.⁶ Ten or more resident taxpayers of the county may file a sworn complaint with the county commissioners, charging the engineer with inefficiency and demanding his dismissal. The commissioners are instructed by law to hold a hearing at which the complainants and the engineer are represented. The commissioners then decide whether or not the engineer shall be dismissed.⁷

The original salary of the engineer was \$2,000 a year.⁸ In 1922, this was increased to \$3,500 with an expense account not to exceed \$500.⁹ The base pay was raised to \$3,600 in 1924.¹⁰

The duties of the county engineer, as described in the law of 1908, were to control and supervise the maintenance and reconstruction of the public roads and bridges of the county. He was to make all the specifications for new construction. All repair and construction equipment was placed in his charge, as was the hiring of any additional equipment and labor that he and the county commissioners deemed necessary.¹¹ In 1914, the engineer's powers were curtailed. Thereafter, he was to have charge of the maintenance and reconstruction of those roads and bridges as "shall be determined upon by the county commissioners" and was to make specifications for new construction "as shall be determined upon" by the commissioners. The control of men and equipment was also placed under the supervision of the commissioners.¹²

The engineer is not permitted to spend more money in a fiscal year in any one district of the county than the amount levied in that district for the district road tax. Nor can he spend more money in a fiscal year

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2. Ibid., sec. 193.
 3. Ibid., sec. 195.
 4. Laws 1914, ch. 647, sec. 195.
 5. Laws 1922, ch. 524, sec. 153.
 6. Laws 1908, ch. 654, sec. 193.
 7. Ibid., sec. 194.
 8. Ibid., sec. 193.
 9. Laws 1922, ch. 524, sec. 153.
 10. Laws 1924, ch. 67, sec. 318.
 11. Laws 1908, ch. 654, sec. 195.
 12. Laws 1914, ch. 647, sec. 195.

on county roads and bridges than the commissioners appropriate, without first getting the written permission of the commissioners to do so.¹³

The engineer must appear before the commissioners at their first meeting each month and report fully on all work done or contemplated and money spent. He is also required to submit an annual report to the commissioners of all the work done on roads and bridges during the year.¹⁴ He checks and certifies all bills for materials used on roads and bridges before the commissioners pay them. He can make no purchases without first making a requisition upon and getting the written approval from the commissioners.¹⁵

If any individual desires an improvement beyond the extent recommended by the county engineer, he can petition the county commissioners. The latter then order the engineer to examine the location and investigate the need for the desired improvement. If he approves it, he reports this to the commissioners with an estimate of the cost. The work will then be done, provided the petitioner contributes half of the estimated cost.¹⁶

The county commissioners cannot open a new road until they have had the proposed road surveyed and platted and the cost of construction estimated by the county engineer. No new road can be accepted and paid for by the commissioners until the engineer has certified to them that the road, if built by contract, was built according to contract and the specification signed by the contractor.¹⁷

If the engineer approves, the commissioners can appoint one assistant to the engineer in each election district of the county, except the sixth. The work of these assistants is planned and directed by the engineer. The latter can suspend any of his assistants for due cause. He must then present his reasons to the commissioners and if sustained, the assistant is dismissed.¹⁸

The engineer is not required by law to keep specific records, but does so particularly in order to make up his annual reports. The records he has kept are to be found in his office and drafting room on the second floor of the courthouse.

For the county commissioners' road and erosion records, see entries 26-33.

13. Laws 1908, ch. 654, sec. 195.

14. Ibid.

15. Ibid.

16. Ibid., sec. 197.

17. Ibid., sec. 198.

18. Ibid., sec. 196.

639. (MISCELLANEOUS PAPERS), 1923--. Est. 15,000 papers in 8 f.d., 8 open shelves (4 f.d. labeled by subject contained). Routine correspondence, reports, contracts, estimates, and specifications for road construction, erosion projects, and W.P.A. projects. Contains: Deeds, 1923--, entry 641. Arr. alph. by name of subject. Hdw.; typed; hdw. and typed on ptd. form. Open shelves 7 x 9 x 14; f.d. 11 x 13 x 24. 8 open shelves, 1923-27, hallway; 8 f.d., 1928--, office.
640. ROAD DEED BOOK, 1939--. 1 vol. Copies of deeds for land purchased for road construction, giving date, name of grantor, description of property, and liber and folio of land record. Arr. chron. by date of recording. Indexed alph. by name of grantor. Typed. 200 pp. 18 x 11 x 2. Office. For original deeds 1923--, see entry 641.
641. (DEEDS), 1923--. In Miscellaneous Papers, entry 639. Original deeds for land acquired for road purposes, giving date, name of grantor, and description of property.
642. (PLATS), 1918--. Est. 1,000 plats in 15 f.d. (9 f.d. labeled by district and plat nos. contained; 5 f.d. labeled by type of plat contained; 1 f.d. not labeled). Blue prints and tracings of roads, subdivisions, county property, bridges, sewers, and schools, giving plat no. and name of road or project. 10 f.d., 1918--, arr. numer. by plat no.; 5 f.d., 1930--, no orderly arrangement, Ptd. 3 x 44 x 34. Office.
643. PLAT INDEX, 1918--. 1 vol. General index to blue prints and tracings, arr. alph. by name of road, subdivision or property, giving district no., and plat no. Hdw. 140 pp. 12 x 10 x 1. Drafting rm.
644. FIELD BOOK, 1931--. 61 vols. (labeled by district no.). Original field notes, showing courses and distances for surveys of roads, bridges, subdivisions, and county property. Arr. chron. by date of recording. Hdw. Aver. 100 pp. 7 x 5 x 1. Office.
645. EROSION PLANS, 1934--. Est. 200 papers in 4 f.d. 3 f.d., 1934--, not titled. Blue prints of erosion projects. No orderly arrangement. Ptd. 3 x 44 x 24. Drafting rm.
646. ALPHA. (Alphabetical) INDEX (Homeowners), 1939--. Est. 5,000 cards in 12 f.d. (9 f.d. labeled by division of alphabet contained). Subtitled variously. 3 f.d., 1939--, not titled. Card record of homeowners in Homewood, Eastport, and Germantown, giving name of owner, address, and lot no. Arr. alph. by name of owner and of street. Hdw.; typed. 4 x 5 x 11. Office.
647. (WEEKLY REPORTS), 1927--. Est. 2,500 papers in 3 f.b. Weekly reports by road foremen for road construction, giving names of employees, hours worked each day, total days and hours for week, and

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Anne Arundel County
Sanitary Commission

signature of foreman. Arr. chron. by date filed. Hdw. on ptd. form.
9 x 3 x 12. Office.

648. (EMPLOYEES), 1939--. Est. 700 cards in 1 f.b.

Card record of employees under county road engineer, giving date, district, name of foreman, name of employee, address, telephone no., birthplace, age, occupation, salary, color, marital status, name, address and age of wife, if living with parents, names and address, how long with present employer, and remarks. Arr. alph. by name of employee within district. Hdw. and typed on ptd. form. 6 x 9 x 18.
Drafting rm.

XX. ANNE ARUNDEL COUNTY SANITARY COMMISSION

The Anne Arundel County sanitary commission was created in 1922 to install and operate water supply, sewerage, and drainage systems in selected areas of the county to be known as sanitary districts.¹ It consists of "three educated persons," who must be residents of a sanitary district as well as resident taxpayers and qualified voters of Anne Arundel County.² The members of the commission are appointed for three-year terms. Originally, two members were appointed by the county commissioners and one by the Maryland State Department of Health.³ This was altered in 1924, so that all three members are now appointees of the county commissioners.⁴

At first, no salary was provided for the commissioners.⁵ In 1927, they were allowed an annual salary of \$300.⁶ Since 1931, the chairman, who is elected by the commissioners from among themselves, has received \$1,200 a year, and the other two members of the commission, \$600 each.⁷

The jurisdiction of the sanitary commission in 1922 extended to sanitary districts whose limits the commission was to define. These districts were not to exceed 1,280 acres in area. Each district on being laid out became incorporated and was to be known as the sanitary district for the particular town included in the district. A plat of

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1. Laws 1922, ch. 245, sec. 2; 1927, ch. 676, sec. 6.
 2. Laws 1922, ch. 245, sec. 2.
 3. Ibid.
 4. Laws 1924, ch. 168, sec. 2.
 5. Laws 1922, ch. 245, sec. 2.
 6. Laws 1927, ch. 676, sec. 3.
 7. Laws 1931, ch. 313, sec. 425.

each district was to be made and kept on file at the office of the sanitary commission.⁸

Since 1927, however, the commission has no longer been allowed to establish sanitary districts. Instead, the Assembly defined an area known as the Anne Arundel County Sanitary District, which was at first composed of two separate parts, both entirely within the fifth election district of Anne Arundel County, i.e., that part of the county directly south of the Baltimore-Anne Arundel County line. Together, the two parts covered most of the eastern half of the fifth district.⁹ In 1931, the two parts were combined into one by the addition of the land that had separated them. Besides this, an area of approximately one square mile which centers about Eastport, across Spa Creek from Annapolis, was also constituted part of the Anne Arundel County sanitary district.¹⁰

The law provides, however, for the formation of other sanitary districts. Fifteen property owners residing in any locality of the county outside the existing sanitary district may petition the commission to have their locality made into a sanitary district. If the commission decides that this request is justified, it asks the county commissioners' approval. If the latter consent, the sanitary commission has a plat made of the new district. After approval of the plat by the sanitary commission and the county commissioners, and after its filing, the district becomes a separate sanitary district, to be given a name by the commission, and subject to all the provisions of the laws concerning such districts.¹¹ In order to meet the preliminary and organizing expenses of such a new district, the commission is empowered to borrow up to \$5,000 which must be repaid out of the first bond issue for the new district.¹² Between 1927 and 1931, the sanitary commission could borrow this sum from the county commissioners only.¹³ Since 1931, however, they have been able to borrow it not only from the commissioners but from "any person, bank or corporation."¹⁴

The commissioners are authorized to have surveys, plans, specifications, and estimates made for water, sewerage, and drainage systems in those parts of the county where it exercises authority (i.e., the sanitary district) and where it considers such systems necessary. When these are completed, the commission must publish announcements of the contemplated improvements and their probable cost. The plans are available to the public at the commissioners' office.¹⁵ If ten land owners resident in the area in which the improvements are to be made file a petition of protest within ten days after the announcement, the commission must grant them a hearing. The commission decides upon the

8. Laws 1922, ch. 245, sec. 1.

9. Laws 1927, ch. 676, sec. 2.

10. Laws 1931, ch. 313, sec. 424.

11. Laws 1927, ch. 676, sec. 5.

12. Ibid.

13. Ibid.

14. Laws 1931, ch. 313, sec. 427.

15. Laws 1922, ch. 245, sec. 4; 1931, ch. 313, sec. 428.

merits of the protest, but if the petitioners are dissatisfied, they can appeal to the county commissioners, whose decision is final.¹⁶

The commission has the right to purchase any land or rights it deems necessary either in or outside Anne Arundel County. If the owners refuse to sell at a fair price, the commission has the power to condemn the property or rights through proceedings instituted in the circuit court of the county where the land is located, under the provisions of the law providing for the condemnation of land by public service corporations.¹⁷

In order to provide funds for the construction and operation of sanitary systems in any sanitary district, the commission can issue bonds. The limit on the total issue of bonds in any one sanitary district was set, in 1922, at ten percent of the total value of the property assessed for county taxation purposes within the particular district. In 1931, this limit was raised to twelve and one-half percent. These bonds cannot bear more than five percent interest and must mature in thirty years. The county commissioners are required to guarantee them.¹⁸

In order to raise the money to pay the interest on the bonds and to retire them, the commission is authorized to levy a tax on all assessable property in the sanitary district. The county commissioners must provide the sanitary commission with the whole valuation of the assessable property within the district. The commission then determines how much will be needed during the ensuing year for interest and amortization charges and reports this to the county commissioners who levy the tax, which, after collection, is turned over to the sanitary commission.¹⁹

To provide revenue for operating expenses, the commission can make a charge for the water and sewerage facilities it provides. The charge must be uniform throughout the sanitary district and is subject to change whenever necessary. Water supplied must be based on meter readings, although a flat rate is allowed if the commission does not have meters available for installation.²⁰

The commission also is directed to make a charge for connections with the system under its jurisdiction and to make an annual assessment of benefit charges on all properties abutting on a road where a water main, sewer, or drain has been installed. For the purpose of assessing these benefits, the commission is instructed to divide all properties into four classes: agricultural, small acreage, industrial or business, and sub-division property.²¹

16. Laws 1924, ch. 168, sec. 4; 1927, ch. 676, sec. 6; 1931, ch. 313, sec. 428.

17. Laws 1931, ch. 313, sec. 426.

18. Laws 1922, ch. 245, sec. 5; 1931, ch. 313, sec. 429.

19. Laws 1922, ch. 245, sec. 6; 1931, ch. 313, sec. 430.

20. Laws 1922, ch. 245, sec. 13.

21. Ibid., sec. 8; 1931, ch. 313, sec. 432.

Whenever the commission extends its water supply or sewerage system to a point where it is ready to connect with a municipally or privately owned system, whether in or out of the county, it can purchase such a system if it deems it necessary. In the event of failure to agree upon a price, the commission can acquire the system through condemnation proceedings.²²

If a municipality or a group of residents of a locality in the sanitary district want a water, sewerage, or drainage system built, and the commission refuses for a valid reason to comply, the community can build and operate its own system at its own expense. But the building and the operation must be under the supervision of the commission.²³

From its inception, the commission has been empowered to issue permits for all plumbing, water supply, and sewerage construction done on any property within the sanitary district. All such work must be done according to such regulations as the commission prescribes. The cost of the permit is set by the commission.²⁴

Until 1927, the sanitary commission, whenever it deemed it advisable, could operate systems of refuse collection and disposal in any part of the sanitary district. The money necessary for these operations could be raised by the issuance of bonds under the same conditions as those issued for water supply, sewerage, and drainage construction, except that the bonds were to mature fifteen years after their issue. The commission was instructed to charge for the service.²⁵ In 1927, the jurisdiction over garbage collection and disposal was taken from the sanitary commission and lodged with the county commissioners.²⁶

The sanitary commission is required to have its accounts audited semi-annually by a certified public accountant and to publish an itemized account of its receipts and disbursements in a county newspaper.²⁷ Since 1927, the commission has prepared an itemized budget.²⁸

The members of the commission are empowered to select a secretary-treasurer whose pay they determine and whom they can discharge at their pleasure. The secretary-treasurer acts as collector for the commission, must give a bond to the state to the amount of \$25,000, and take an oath of office.²⁹ The commission can appoint a chief engineer and such other personnel as they deem necessary for the proper execution of the duties entrusted to them.³⁰

22. Laws 1931, ch. 313, sec. 439.

23. Laws 1927, ch. 676, sec. 18.

24. Laws 1922, ch. 245, sec. 10.

25. Ibid., sec. 17.

26. Laws 1927, ch. 676, sec. 19.

27. Laws 1931, ch. 313, sec. 425.

28. Laws 1927, ch. 676, sec. 26.

29. Laws 1922, ch. 245, sec. 2; 1931, ch. 313, sec. 425.

30. Ibid.

(649-651)

Sanitary Commission -
General Administration

The law establishing the commission in 1922 ordered that the plats of each sanitary district be kept on file in the office of the commission.³¹ In 1927, the Assembly required that if a new sanitary district were organized, the commission was to have a plat made which was to be filed in the office of the commission and a copy to be filed in the office of the county commissioners.³² In 1931, the law ordered that besides these two copies of the plat, there was to be a copy in a plat book, entitled "Anne Arundel County Sanitary Commission," to be kept in the clerk of the court's office.³³

All construction and operating records of water, sewerage, and drainage plants erected by communities at their own expense must be filed with the sanitary commission.³⁴ In 1931, the sanitary commission was required to keep a record of all owners of property subject to charges and the amount of such charges. These records are to be kept at the county seat among the land records of the county.³⁵

The records of the sanitary commission are kept in the offices of its building at Glen Burnie.

General Administration

649. MINUTES, 1922--. Est. 700 papers in 1 box (dated). Proceedings at regular meetings of the sanitary commission, giving date, commissioners present, and business transacted, including action on pay rolls, bills, and petitions. Arr. chron. by date of meeting. Hdw.; typed. 5 $\frac{1}{2}$ x 10 x 13 $\frac{1}{2}$. Office vault.

650. (CORRESPONDENCE), 1922--. Est. 25,000 papers in 26 f.d. (labeled by division of alphabet contained; 3 f.d. also labeled by name of correspondent; 1 f.d. also labeled Misc.). Routine correspondence and contracts of the sanitary commission. Arr. alph. by name of correspondent. Hdw.; typed. 11 x 11 x 24, 11 x 13 x 26. Office.

651. DIARY, 1928--. 7 vols., 2 bundles. Carbon copies of all inter-office orders and transactions. Arr. chron. by date of transaction. Typed. Aver. 600 pp. 12 x 9 x 5. 2 vols., 2 bundles, 1928-33, basement vault; 4 vols., 1934-38, secretary-treasurer's office; 1 vol., 1939--., chief engineer's office.

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31. Laws 1922, ch. 245, sec. 1.
 32. Laws 1927, ch. 676, sec. 5.
 33. Laws 1931, ch. 313, sec. 427.
 34. Laws 1927, ch. 676, sec. 19.
 35. Laws 1931, ch. 313, sec. 432.

Sanitary Commission -
Water and Sewer Service

(652-658)

652. DEEDS, AGREEMENTS, TITLES, INSURANCE POLICIES, 1922--. Est. 200 papers in 1 f.b.

Deeds, agreements, and titles for property conveyed to sanitary commission; also includes fire insurance policies. No orderly arrangement. Hdw. and typed. 11 x 5 x 18. Office safe.

Water and Sewer Service

653. (SEWER AND WATER CONNECTIONS), 1925--. 2 vols.

Applications and permits for sewer and water connections, giving application no., name of applicant, address, date, cost and amount paid, lot no., block, type of building, subdistrict, and signatures of applicant and master plumber. Arr. numer. by application no. Hdw. and typed on ptd. form. Aver. 1,050 pp. 9 x 11 $\frac{1}{2}$ x 6 $\frac{1}{2}$. Office vault.

654. WATER & SEWER PERMITS, 1922--. Est. 3,000 papers in 1 f.d. (No. 7).

Record of applications for water and sewer permits, giving date, name, district, lot no., and date permit granted. Arr. numer. by quadrangle. Typed on ptd. form. 11 $\frac{1}{2}$ x 16 x 24 $\frac{1}{2}$. Drafting rm.

655. SEWER AND WATER EXTENSIONS, 1922--. Est. 7,000 papers in 2 f.d. (No. 11, 12).

Copies of contracts in extensions, giving date, name, location, lot no., and costs. Arr. chron. by date of contract within quadrangle. Hdw.; typed. 11 $\frac{1}{2}$ x 16 x 24 $\frac{1}{2}$. Drafting rm.

656. (ASSESSMENTS), 1929--. Est. 50,000 cards in 8 f.d., 15 bundles (labeled by district; 6 bundles also labeled East-port Water Rent & Sewer Cards).

Record of water and sewer assessments, giving name, district, lot no., block no., street, class, assessment, front feet, and rate. Arr. alph. by name of taxpayer within district. Hdw. on ptd. form. Bundles 3 x 5 $\frac{1}{2}$ x 9, 4 x 4 x 6; f.d. 4 x 11 $\frac{1}{2}$ x 28. 15 bundles, 1929-36, basement vault; 8 f.d., 1937--, secretary's office.

657. (TAX ROLL), 1928--. 4 vols.

Record of water and sewer taxes, giving lot, block, district, sewer assessment, total assessment, water rent, and due date. Arr. alph. by name of district. Hdw. Aver. 300 pp. 24 x 18 x 1. Office safe.

658. (RECEIPTS), 1922--. Est. 12,000 papers in 1 manila box, 19 wooden boxes (wooden boxes labeled by district).

Stub record of receipts issued for water and sewer taxes, giving receipt no., name of owner, lot and block no., date rendered, amount of consumption, date paid, and assessment for water main and sewer charges. Arr. numer. by receipt no. Hdw. on ptd. form. Wooden boxes 5 $\frac{1}{2}$ x 9 x 24; manila box 13 x 7 x 18. 19 boxes, 1922-38, basement vault; 1 box, 1939--, office vault.

(659-665)

Sanitary Commission - Construction and Maintenance

659. (WATER RENTS), 1922--. Est. 2,000 cards in 28 slide files (2 files numbered).

Record of water rents, giving name of taxpayer, district, lot no., block no., meter readings, quantity of water consumed, charges, and date paid. Contains: Sewer Service Charges, 1922--, entry 663. Arr. numer. by lot and block no. within district. Hdw. on ptd. form. $\frac{1}{2}$ x 7 x 23. Office.

660. (WATER RENTS), 1924-29. 4 vols. Discontinued.

Ledger account of water rents and assessments, giving name, address, lot no., credit limit, date, items, ledger folio, and debits and credits. Arr. chron. by date of entry. Hdw. on ptd. form. Aver. 800 pp. 10 x 13 x 5. Office vault.

661. (WATER METER), 1922--. 7 vols. (labeled by district).

Record of meter readings, giving date, name of reader, reading, and name and location of user. Arr. by routes within district. Hdw. on ptd. form. Aver. 200 pp. $9\frac{1}{2}$ x $4\frac{1}{2}$ x 2. Drafting rm.

662. METER RECORD CARDS, 1922--. Est. 1,400 cards in 1 f.d.

Record of meter repairs and tests, giving location, no., price, size, make, date of last reading, by whom read, reading, nature of repairs, cost, and order no. Arr. numer. by meter no. Hdw. and typed on ptd. form. $6\frac{1}{2}$ x 17 x 26. Drafting rm.

663. (SEWER SERVICE CHARGES), 1922--. In Water Rents, entry 659.

Record of charges for sewer service, giving name of taxpayer, address, lot no., block no., subdivision, permit no., date paid, by whom received, and remarks.

Construction and Maintenance

664. WORK ORDERS, 1925--. Est. 25,000 papers in 4 f.d.

Original and duplicate orders for repairs and construction, giving order no., date, sanitary district, to whom addressed, division, order, file no., permit no., signature of engineer, list of materials to be used, to whom charged, approval, meter record, stock record, date work begun, date completed, and signature of engineer and foreman. Originals arr. numer. by quadrangle, lot and block no.; duplicates arr. numer. by order no. Hdw. on ptd. form. $6\frac{1}{2}$ x 17 x 25. Drafting rm.

665. TIME SHEETS, 1924--. Est. 25,000 papers in 1 f.d., 5 manila boxes, 8 bundles.

Weekly labor reports, giving date, name, description of work, and no. of hours employed. Arr. chron. by date of report. Hdw. on ptd. form. F.d. 11 x 13 x 24; boxes 3 x 10 x 14; bundles $3\frac{1}{2}$ x 9 x 10. 5 manila boxes, 8 bundles, 1924-38, basement vault; 1 f.d., 1939--, office.

Sanitary Commission -
Finances

(666-673)

666. (STORE SUPPLIES), 1929--. 4 vols.
Record of store supplies in the sanitary districts, giving date, name of district and value of supplies. Arr. chron. by date of entry. Hdw. Aver. 300 pp. 16 x 18 x 1. Office safe.
667. (STORE SUPPLIES), 1926--. 3 vols.
Record of store supplies in the main storeroom, giving date, serial no., type of material, and monthly totals. Arr. chron. by date of entry. Hdw. Aver. 150 pp. 13 x 15 x 1. Office vault.
668. DAILY PUMP REPORTS, 1930--. Est. 10,000 papers in 1 f.d., 9 bundles.
Reports of water pumping stations, giving date, pump, tank, basin, well, pressure, temperature, meter readings, time, chemical composition, filter operation, remarks, and signature of engineer. Arr. chron. by date of report. Hdw. on ptd. form. Bundles 3 x 5 x 7 $\frac{1}{2}$; f.d. 6 x 17 x 26. 9 bundles, 1930-38, basement vault; 1 f.d., 1939--, drafting rm.
669. FIRE HYDRANT RECORD, 1922--. 1 vol.
Record of fire hydrants, giving location of hydrant, no., dates of tests and flushing, and repairs. Arr. numer. by hydrant no. Hdw. on ptd. form. 200 pp. 9 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 2. Drafting rm.
670. (BLOWOFFS AND FIRE HYDRANT), 1922--. 1 vol.
Record of fire hydrants, giving district, blowoffs, valves, blue prints of each hydrant, location, and date. Arr. numer. by hydrant no. Ptd. 200 pp. 9 $\frac{1}{2}$ x 4 $\frac{1}{2}$ x 2. Drafting rm.
671. (QUADRANGLE BLUE PRINT MAPS), 1922--. Est. 50 maps in 1 f.b.
Quadrangle index maps of water, sewage disposal, and pumping systems. Arr. numer. by quadrangle. Print. 28 x 40 $\frac{1}{2}$ x 39. Drafting rm.

Finances

672. (GENERAL LEDGER), 1922--. 4 vols., 3 bundles.
Ledger account of assets, liabilities, income, and expense, giving opening balance, date and amount of debits and credits, and present balance. Arr. chron. by date of entry within account and district. Hdw. Aver. 500 pp. Vols. 10 x 12 $\frac{1}{2}$ x 4; bundles 10 x 12 x 2. 3 bundles, 1922-26, basement vault; 2 vols., 1927-May 1938, office vault; 2 vols., June 1938--, office safe.
673. JOURNAL, 1923--. 6 vols. 3 vols., 1932-36, not titled.
Journal account of changes in rates and adjustments in accounts receivable. Arr. chron. by date of entry. Hdw. Aver. 300 pp. 18 x 14 x 2. 5 vols., 1923-39, office vault; 1 vol., 1940--, office safe.

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674. TRIAL BALANCE, 1925--. 8 vols.
Trial balances of receipts and disbursements, giving title of account, debit and credit for month, total, and recapitulations. Arr. chron. by date of entry. Hdw. under ptd. head. Aver. 300 pp. 18 x 13 x 1. 7 vols., 1925-38, office vault; 1 vol., 1939--, office safe.
675. (CASH RECEIPTS), 1922--. 26 vols.
Record of cash receipts from the sanitary districts, giving date, name of payer, amount paid, purpose, ledger folio, and amount deposited in bank. Arr. chron. by date of entry. Hdw. Aver. 300 pp. 17½ x 15 x 1, 24 x 18 x 1. 25 vols., 1922-39, office vault; 1 vol., 1939--, office safe.
676. DISBURSEMENT BOOK, 1922--. 4 vols. (dated).
Record of disbursements for supplies, transfer of funds, and administrative expenses, giving date, balance general bond account, and name and no. of construction account. Arr. chron. by date of entry. Aver. 300 pp. 12 x 18 x 2½. 3 vols., 1922-38, office vault; 1 vol., 1939--, office safe.
677. (PAY ROLLS), 1924--. 7 vols.
Record of weekly pay rolls, giving date, names of employees, salaries, totals, and signatures of commission and employees. Arr. chron. by date of pay roll. Hdw. and typed. Aver. 350 pp. 12½ x 10 x 1, 16 x 13 x 4. 6 vols., 1924-38, office vault; 1 vol., 1939--, office safe.
678. (ACCOUNTS RECEIVABLE LEDGER), 1922--. 13 vols. (10 vols. labeled OL, EP, LH, GB, FD, Pines, and Brooklyn).
Record of accounts receivable, giving sheet no., block no., lot no., name of property owner, and ledger account of water and sewer taxes. Arr. numer. by sheet no. Indexed alph. by name of taxpayer. Also separate index, entry 679. Hdw. on ptd. form. Aver. 500 pp. 13 x 10 x 4½. 10 vols., 1922--, office safe; 3 vols., 1922--, office vault.
679. INDEX (Accounts Receivable Ledger), 1922--. 1 vol.
Arr. alph. by name of taxpayer, giving sheet no. in subdivision record. Hdw. on ptd. form. 150 pp. 10 x 13 x 2. Office safe.
680. VOUCHERS, 1922--. Est. 20,000 papers in 8 f.d., 15 wooden boxes, 3 bundles (5 f.d., 15 boxes labeled by name of bank, bond issues, and district).
Returned vouchers for all accounts, pay rolls and bond purchases. Arr. numer. by voucher no. Hdw. and typed. on ptd. form. Bundles 3 x 6 x 6; boxes 5½ x 9 x 24; f.d. 6 x 8½ x 15, 11 x 13 x 24. 5 f.d., 15 boxes, 3 bundles, 1922-38, basement vault; 3 f.d., 1939--, office.
- Maps and Surveys
(See also entry 136)
681. GENERAL FILE, 1922--. Est. 8,000 papers in 2 f.d. (Nos. 9, 10).
Notes by surveyors concerning charts, surveys, latitude and longitude

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coordination reports, and levels of elevation. Arr. alph. by location. Hdw. $11\frac{1}{2} \times 16 \times 24\frac{1}{2}$. Drafting rm.

682. (DETAIL MAPS), 1922--. Est. 150 maps in 3 f.b. Detail maps of the sanitary districts, showing 5,000 square feet for quadrangle, 40 foot detail, 16 parts by no. and lot. Arr. numer. by quadrangle. Print. $28 \times 40\frac{1}{2} \times 39$. Drafting rm.

683. DETAIL DRAWINGS, 1922--. Est. 900 papers in 9 f.d. Detail drawings and tracings of districts of Anne Arundel County. Arr. chron. by date of drawing. Hdw. $2 \times 43 \times 35$. Office vault.

684. A.A.CO. SANITARY COMMISSION'S DETAIL DRAWINGS, 1937--. 3 vols. 1 vol., 1937--., subtitled Eastport Sanitary Dist. and Homewood-Germantown. Original profiles of the sanitary districts. Arr. numer. by profile no. Indexed alph. by names of towns and streets. Ptd. Aver. 26 pp. $14 \times 24 \times 1\frac{1}{2}$. Drafting rm.

685. CO-ORDINATE RECORD BALTIMORE BASE, 1922--. Est. 2,400 papers in 1 f.d. Original and duplicate records of survey points permanently established in various sanitary districts, giving latitude and longitude, and showing sketches of location of said points, name of engineer, and comments. Originals arr. numer. by co-ordinate record no.; duplicates by quadrangle. Hdw. and typed on ptd. form. $6\frac{1}{2} \times 17 \times 26$. Chief engineer's office.

686. ABSTRACTS AND DESCRIPTIONS, 1922--. Est. 8,000 papers in 2 f.d. Abstracts of deeds and survey descriptions of properties in the sanitary districts, giving names of grantor and grantee, date recorded, liber and folio of land record, date, sanitary district, lot no., block no., by whom abstracted, date, by whom requisitioned, by whom checked, abutments, mains, date, and surveyor's description. Arr. numer. by quadrangle. Typed. $11\frac{1}{2} \times 16 \times 24\frac{1}{2}$. Drafting rm.

687. BENCH MARK RECORD, 1922--. Est. 2,000 papers in 1 f.d. Bench mark of district by sea-level, giving bench mark no., name of sanitary district, coordinate station no., description of land and sketch showing relationship between described property and bench mark, elevation, date, and name of engineer. Originals arr. numer. by bench mark no.; duplicates arr. numer. by quadrangle. Hdw. and typed on ptd. form. $6\frac{1}{4} \times 17 \times 26$. Drafting rm.

688. (FIELD NOTE BOOKS), 1922--. 63 vols. Field notes of all surveys. Arr. chron. by date of entry. Hdw. Aver. 50 pp. $7\frac{1}{2} \times 4 \times \frac{1}{2}$. Drafting rm.

689. NOTE BOOK INDEX, 1922--. Est. 2,000 papers in 1 f.d. (No. 8). Arr. alph. by streets within towns and districts. Hdw. $11\frac{1}{2} \times 16 \times 24\frac{1}{2}$. Drafting rm.

XXI. ANNE ARUNDEL COUNTY PLUMBING COMMISSION

In 1935, the Assembly created a plumbing commission for Anne Arundel County. The commission consists of the county health officer, the chief engineer of the Anne Arundel County sanitary commission, and a master plumber chosen by the county commissioners from two persons nominated by the Anne Arundel County Master Plumbers Association. The last appointee serves for five years. The commission has the power to elect its own officials and to draw up such rules and by-laws as it deems necessary for the transaction of its affairs. The commissioners receive no salary, but are allowed expenses. The law requires a regular meeting at least once a month.¹

The commission has the duty and power of making rules for the enforcement of the plumbing and sanitary laws of the state.² It can appoint as many plumbing inspectors as necessary. These inspectors must be licensed plumbers living in Anne Arundel County. Their compensation is fixed by the commissioners.³ The inspectors can be dismissed by the commission for incompetence or improper conduct, after having been given a hearing.⁴ They are not allowed to have any financial interest or be engaged in the plumbing business, or to act as an agent for such a business.⁵ It is their duty to inspect all plumbing installations made, to determine if they conform to existing legal regulations.⁶

All plumbing, water supply, sewerage, and drainage work in private property is subject to the inspection and approval of the commission, which can compel the work to be done over at the expense of the plumber, if it does not come up to the standards set.⁷ Another function of the commission is to register plumbers working in Anne Arundel County. Every plumber already licensed by the State Board of Commissioners of Practical Plumbing, before following his trade in Anne Arundel County, is required to get a license annually from the county board.⁸ Moreover, every master plumber is required to execute and file with the commission a \$1,000 bond, in order to indemnify for any damages which may be incurred through negligence or want of skill on the part of the plumber.⁹

In the event of infraction of the law or of regulations established by the commission, the offending plumber's license can be revoked by the commission, or permits for further work can be withheld.¹⁰ The accused,

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1. Laws 1935, ch. 402, sec. 406A.
 2. Ibid., sec. 406B.
 3. Ibid., sec. 406C.
 4. Ibid., sec. 406D.
 5. Ibid.
 6. Ibid.
 7. Ibid., sec. 406K.
 8. Ibid., sec. 406E.
 9. Ibid., sec. 406F.
 10. Ibid., sec. 406H.

The accused, if found guilty, can be fined from five to fifty dollars.¹¹

The commission's income consists of the fees charged for permits and for inspection.¹² In 1937, several changes were made in the sizes of these fees.¹³

There are no legal provisions for the keeping of records. The current records are to be found in the office of the commission, which is quartered with the county health department in the State Office Building in Annapolis.

690. PLUMBING COMMISSION (Permits), 1935--. Est. 4,000 papers and cards in 4 f.d. 2 f.d., 1935--, not titled.

Applications for plumbing and house connections permits, giving district, date, type of structure, location, signature of property owner and plumber, and plumber's license no.; permit and receipt, giving permit no., date, amount of fee, and signature of plumbing commission official; description of proposed plumbing work, giving fixtures to be installed and location, details of water and sewerage connections, and schedule of charges. Contains: Fees 1935--, entry 692; Plumbers' Registration, 1935--, entry 691; Inspection, 1935--, entry 693; Correspondence, 1935--, entry 694. Arr. alph. by name of owner. Hdw.; typed; hdw. and typed on ptd. form. 12 x 12 $\frac{1}{2}$ x 26.

691. (PLUMBERS' REGISTRATION), 1935--. In Plumbing Commission, entry 690.

Record of licenses issued to master and journeymen plumbers, giving name, home and business address, county license, date, state license, date, amount of fee, and date license cancelled, suspended or revoked.

692. (FEES), 1935--. In Plumbing Commission, entry 690.

Record of fees collected for plumbing and house connection permits, and plumbers' registration, giving name of owner, if master or journeyman plumber, date, and amount of fee.

693. (INSPECTION), 1935--. In Plumbing Commission, entry 690.

Card record of plumbing inspections, giving file no., names of owner and plumber, permit no.; description of fixtures contemplated or existing, inside plumbing, water connections, sewer connections, disposal system and water supply, date inspected and approved, and signature of inspector.

694. (CORRESPONDENCE), 1935--. In Plumbing Commission, entry 690.

Routine correspondence of plumbing commission with carbon copies of replies. Arr. alph. by name of correspondent.

11. Ibid., sec. 406W.

12. Ibid., sec. 406J.

13. Laws 1937, ch. 156.

(Next entry 696, p. 259)

XXII. BOARD OF LICENSE COMMISSIONERS

After the prohibition act was repealed, an act to legalize the sale of alcoholic beverages containing more than fourteen percent alcohol was submitted to the voters of Anne Arundel County, excluding the City of Annapolis.¹ Only the voters in the third and fifth election districts approved of such sale; in the other districts, the majority was against it.² As a result of this referendum, a board of license commissioners was created to issue licenses for the sale of such beverages in the election districts that had voted for it.³ The board also issues beer and light wine licenses for all the districts, except that containing Annapolis.

The board is composed of three members, who are appointed by the Governor and who receive a salary of \$200 per annum. The original members of the board served for one year. At present, board members are appointed for two year terms.⁴

The sale of alcoholic beverages in Anne Arundel County is subject to the terms, conditions, and restrictions of the general law, passed earlier in the special session of 1933, which provides for the control of the liquor trade in the state.⁵ Similarly, the Anne Arundel board of license commissioners is regulated by the provisions for such boards included in this law.⁶

According to its terms, the persons appointed by the Governor to the board of license commissioners of the various counties must be residents of the county in which they serve. They are supposed to be "men and women of high character and integrity and of recognized business capacity." The chairman of the board is designated by the Governor.⁷ The Governor also has the power to remove any board member for misconduct in office, incompetence or neglect of duty, after allowing him a public hearing.⁸

Before a license is granted, the board is required to have a notice of the application published in the press and hold a hearing. If the board finds no reason why the license should not be granted, it approves the application, issuing a certificate of approval. The license itself is secured from the clerk of the court, on presentation of the certificate of approval and payment of the requisite fee.⁹ The board also has the

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1. Laws 1933, special session, ch. 84, sec. 390A.
 2. Alcoholic Beverages Laws State of Maryland, pp. 69-70.
 3. Laws 1933, special session, ch. 84, sec. 390C.
 4. Ibid.
 5. Ibid., sec. 390B.
 6. Ibid., sec. 390C.
 7. Laws 1933, special session, ch. 2, sec. 45.
 8. Ibid., sec. 47.
 9. Ibid., sec. 6.

power to suspend, revise or restrict any license in the county.¹⁰ Appeals from the decision of the county board can be carried to the State License Bureau by any person concerned.¹¹

The board must keep records of all applications for licenses approved as well as of all revocations, suspensions, and cancellations of licenses and restrictions imposed on licenses, with a brief notation of the cause of each action. Such records are open to the inspection of the public.¹²

The records of the board are kept in its office on West Street, Annapolis.

For liquor license records of the clerk of the court, see entries 148-151.

695. LIQUOR LICENSE BOOK, 1934--. 2 vols. (dated).

Record of liquor licenses issued, giving date, name of applicant, location of licensed establishment, type of license, and date passed or rejected. Arr. chron. by date of issue. Indexed alph. by name of applicant. Hdw. under ptd. head. Aver. 300 pp. 14 x 16 $\frac{1}{2}$ x 1 $\frac{1}{2}$.

696. APPLICATIONS, 1935--. Est. 1,800 papers in 4 f.d., 3 manila boxes. (3 f.d. labeled by district). 3 boxes, 3 f.d., 1935--., not titled.

Applications for beer, wine, and liquor licenses, giving name and address of applicant, length of residence at address, age, sex, color, place of birth, name of property, amount of fee, signature of applicant, affidavit, statement of owner, signature of owner, names of witnesses, and affidavit and certificate of ten reputable citizens recommending license. 3 boxes, 1935-38, no orderly arrangement; 4 f.d., 1939--., arr. alph. by name of applicant. Hdw. and typed on ptd. form. F.d. 11 $\frac{1}{2}$ x 13 x 26, 11 $\frac{1}{2}$ x 16 x 24; boxes 12 x 20 x 24.

697. LICENSES RETURNED, 1939--. 1 paper in 1 f.d.

Original licenses revoked, giving license no., date, name of licensee, address, type of license, and signature and seal of clerk of court. Arr. alph. by name of licensee. Hdw. on ptd. form. 11 $\frac{1}{2}$ x 13 x 26.

698. LEGAL OPINIONS, 1940. 7 papers in 1 f.d.

Legal opinions rendered by the counsel to the board of license commissioners. Arr. alph. by name of deft. Typed. 11 $\frac{1}{2}$ x 16 $\frac{1}{2}$ x 24 $\frac{1}{2}$.

699. INSPECTOR'S REPORT, 1939--. 10 papers in 1 f.d.

Narrative reports of inspector's visits to beer, wine, and liquor establishments, giving sanitary condition, if gambling is permitted, if

10. Ibid., sec. 48.

11. Ibid.

12. Ibid., sec. 16.

sales are made to miners, and if unnecessary noises, loud speakers or other objectionable features are apparent. No orderly arrangement. Typed. 11 x 13 x 26.

700. BILLS PAID, 1940. 5 papers in 1 f.d. Original bills for expenditures of the board of license commissioners, giving name of creditor, type of material, amount, and date paid. No orderly arrangement. Hdw. and typed. 11½ x 13 x 26.

XXIII. VOLUNTEER FIRE COMPANIES

Since 1927, the volunteer fire companies of Anne Arundel County have received funds annually from the county commissioners "for the purchase, maintenance, and replacement reserve of fire fighting equipment." The annual appropriation for these purposes has increased from \$15,000 to \$22,000.¹ Each company receives \$2,000 annually, provided it owns fire fighting equipment necessary to protect the section in which it operates. The commissioners also appoint, dismiss, and pay the salaries of the chauffeurs of all the companies, except those in Annapolis. Each company receiving money is required to make an annual financial report to the commissioners.² No companies may be organized in Anne Arundel County or the City of Annapolis without the consent of the commissioners or Mayor and Aldermen respectively.³

The three Annapolis companies are under the supervision of the Annapolis Fire Department which coordinates their work and keeps unified records. The Independent Fire Company, No. 2, was organized in 1884 and incorporated in 1887. The Rescue Hose Company, No. 1, was organized in 1879 and incorporated in 1910. The Water Witch Hook and Ladder Company was organized in 1885 and incorporated in 1912. The Brooklyn Community Volunteer Fire Company was incorporated in 1936. The Earleigh Heights Volunteer Fire Company was incorporated in 1918. The Eastport Volunteer Fire Company was incorporated in 1902. The Galesville Volunteer Fire Department was incorporated in 1930. The Glen Burnie Volunteer Fire Company was incorporated in 1923. The Herald Harbor Volunteer Fire Company was organized in 1929. The Jessup Volunteer Fire Company was organized and incorporated in 1932. The Community Fire Company of Linthicum Heights was organized in 1926 and incorporated in 1927. The Odenton Volunteer Fire Company was incorporated in 1931. The Orchard Beach Volunteer Fire Department was organized in 1930 and incorporated in 1931. The

1. Laws 1927, ch. 267; 1929, ch. 127, sec. 1; 1933, ch. 169.

2. Laws 1929, ch. 127, sec. 2-5; 1933, ch. 169, sec. 2-5.

3. Ibid., sec. 6.

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Riviera Beach Volunteer Fire Company was incorporated in 1931. The West Annapolis Fire and Improvement Company was incorporated in 1911.

Annapolis

Annapolis Fire Department

The records of the Annapolis Fire Department are kept at headquarters in the Water Witch Hook and Ladder Company firehouse on East Street.

701. FIRE REPORTS-GENERAL FILE, 1936--. Est. 1,000 papers in 1 f.d.

Reports of fires in buildings, giving name of company, report no., location of fire, date, time and nature of alarm, ownership, occupancy and general description of building, point of origin, cause of fire, violations of ordinances or state laws, date and results of last inspection, weather conditions, no. of casualties, companies, officers and no. of men responding, losses entailed, details of firefighting, summary of company operations, story of fire, date report forwarded to chief, name of district chief, to whom referred for further investigation, date, findings, final disposition, and signature of investigator; also includes consolidated monthly and annual reports. Contains: Correspondence, 1937--, entry 716. Arr. chron. by date of report. Hdw. and typed on ptd. form. 12 x 14 x 24,

702. FIRE RECORDS, 1939--. 1 vol.

Daily record of fires attended, giving date, time and nature of alarm, location of fire, names of owner and occupants of building, description of building, cause of fire, how extinguished, details of apparatus used, insurance data, losses entailed, persons injured, and remarks. Arr. chron. by date of alarm. Hdw. under ptd. head. 200 pp. 10 $\frac{1}{2}$ x 20 x $\frac{1}{2}$.

703. (COMPANY RUNS), 1939--. Est. 400 papers in 1 f.d.

Reports of runs in answer to alarms, giving name of company, report no., district, time alarm received, date, on whose authority, miles traveled, when returned, no. of firemen on duty, location of fire, classification of alarm, apparatus responding, remarks, and signature of fire company official. Arr. numer. by report no. Hdw. on ptd. form. 11 $\frac{1}{2}$ x 5 x 16.

704. AMBULANCE REPORTS, 1929--. Est. 5,000 cards in 1 f.d.

Record of ambulance service, giving call no., nature of call, date, ambulance no., time of call, time arrived at hospital, time returned, miles on trip, location of patient, name of hospital, name of patient, residence, color, sex, nature of sickness or injury, and names of doctor, driver, police representative, ambulance attendants, and hospital representative. Arr. numer. by call no. Typed on ptd. form. 11 $\frac{1}{2}$ x 5 x 16.

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705. PERSONNEL, 1938--. Est. 25 cards in 1 f.d.
Card record of leaves granted to salaried firemen, giving name, address, birthdate, date appointed, age at appointment, married or single, if resigned, retired or dismissed, dates of promotions or transfers, sick leave record, and days of annual leave and special duty. Arr. alph. by name of fireman. Hdw. on ptd. form. $11\frac{1}{2} \times 5 \times 16$.
706. INSPECTION OF HOSE, 1932--. Est. 25 cards in 1 f.d.
Record of hose inspection, giving date of purchase, make, date of last test, and by whom tested. Arr. chron. by date of purchase. Typed on ptd. form. $6 \times 8\frac{1}{2} \times 16$.
707. INSPECTION HYDRANTS, 1938--. Est. 500 cards in 1 f.d.
Card record of fire hydrants, giving location, district no., date installed, make, size, size of hose and pumper connections, size of main, flow capacity, date and kind of repairs, and record of inspections. Arr. chron. by date filed. Typed on ptd. form. $6 \times 8\frac{1}{2} \times 16$.
708. (APPARATUS INSPECTION), 1939--. Est. 50 papers in 1 f.d.
Monthly apparatus inspection reports, giving company, no., month, year, make, type or capacity, accidents during month, alarms answered, pumping time, total running time, miles traveled, speedometer reading, gas and oil used, condition of motor and other parts, tires, fire pumps, tanks, ladders, conditions needing attention, date of inspection, name of inspector, officer in charge of company, and check on repairs made. Arr. chron. by date of report. Typed on ptd. form. $12 \times 14 \times 24$.
709. APPARATUS RECORDS, 1922--. Est. 100 cards in 1 f.d.
Card record of fire apparatus, giving year, car no., company used by, motor no., make, serial no., type or capacity, license no., date purchased, original cost, value this year, depreciation this year, estimated hours and miles and depreciation per hour or mile, maintenance cost and repairs by months, miles run, cost per mile, and date of service tests. Arr. chron. by date of inspection. Typed on ptd. form. $12 \times 14 \times 24$.
710. TECHNICAL RECORDS, 1936--. Est. 500 papers in 2 f.d.
Correspondence, booklets, and cards relating to arson and incendiary fires, and new type of fire extinguisher, pumps, hose, ladders and other fire prevention apparatus. Arr. chron. by date received. Hdw. on ptd. form. $12 \times 14 \times 24$.
711. INSPECTIONS, 1933--. Est. 2,000 cards in 4 f.d.
Card record of inspections of theatres, apartment houses, stores, factories, hotels, and garages, giving date of inspection, location of building, name of owner, description of building, contents, firefighting equipment, general condition of premises, and signature of inspector. Arr. chron. by date of inspection under type of building. Typed on ptd. form. $6\frac{1}{2} \times 8\frac{1}{2} \times 17$.

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712. (PROPERTY RECORD), 1939--. Est. 600 cards in 4 f.d.
(labeled by names of streets contained).

Card record of property owners, giving name of owner, address, insured or not insured, changes in assessment because of new construction and improvement, and losses by fire. Arr. alph. by name of street. Addressograph. 4 x 5 $\frac{1}{2}$ x 12.

713. PHOTOGRAPHIC FILE, 1939--. Est. 25 papers in 1 f.d.
Photographs of fire hazards, giving name of owner and address. Arr. alph. by name of street. Typed. 11 $\frac{1}{2}$ x 5 x 16.

714. OIL BURNERS, 1928--. Est. 300 cards in 1 f.d.
Card record of oil burner inspections, giving street and no., date, name of owner, address, type of building, make of burner and pump, name of tank, location, capacity, tank buried outside or inside, fire protection, electrical installation approved, date complete installation approved, general condition of premises, certificate of approval, approval no., and signature of inspector. Arr. alph. by name of street. Hdw. on ptd. form. 11 $\frac{1}{2}$ x 5 x 16.

715. ANNAPOLIS, MARYLAND, 1939--. 1 vol.
Maps of Annapolis showing all streets and buildings. No orderly arrangement. Print. 15 pp. 25 x 23 $\frac{1}{2}$ x 1.

716. (CORRESPONDENCE), 1937--. In Fire Reports-General File,
entry 701.
Routine correspondence of the Annapolis fire department. Arr. alph. by name of correspondent. Hdw.; typed.

Independent Fire Company, No. 2.

These records are kept, unless otherwise specified, in the office of the firehouse on Gloucester Street.

717. RECORD (Minutes), 1884--. 8 vols. 5 vols., 1884-95, 1898-1921, not titled.
Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Contains: Roll Book, 1884-98, entry 719; Trustees' Minutes, 1906--, entry 720. Arr. chron. by date of meeting. Hdw. 1884-March 20, 1921, March 1939--; hdw., typed March 21, 1921-February 1939. Avar. 200 pp. 7 x 6 x $\frac{1}{2}$, 14 x 8 $\frac{1}{2}$ x 1.

718. (OATHS), 1901-12. 1 vol.
Oath subscribed to by new members, giving terms of oath, date, and signature of member. Arr. chron. by date of recording. Hdw. 150 pp. 9 x 7 $\frac{1}{2}$ x $\frac{1}{2}$.

719. ROLL BOOK, 1898--. 3 vols. 1884-98 in Record (Minutes),
entry 717.
Record of roll call and drills of active, retired, and probationary members at meetings, giving name of member and date. Arr. chron. by date of meeting. Hdw. Avar. 50 pp. 9 $\frac{1}{2}$ x 7 $\frac{1}{2}$ x $\frac{1}{2}$, 10 x 8 x $\frac{1}{2}$.

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720. (TRUSTEES' MINUTES), 1897-1905. 1 vol. 1906--in Record (Minutes), entry 717.

Record of proceedings at meetings of the five members who act as a general executive board of the fire company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. 125 pp. $12\frac{1}{2} \times 7\frac{1}{2} \times \frac{1}{2}$.

721. (CONSTITUTION AND BY-LAWS), 1884-85. 1 vol.

Record of the original constitution and by-laws of the fire company, giving date of organization, order of procedure, duties of officers and members, and amount of dues payable; also contains a list of charter members, and badges and equipment issued. Arr. chron. by date of recording. Hdw. 160 pp. $14 \times 8 \times \frac{1}{2}$.

722. (DUES), 1915--. 2 vols.

Record of dues paid, giving name, address, date, date elected to membership, and amount paid; also contains list of honorary members. 1 vol., 1915-23, arr. chron. by date of members' election; 1 vol., 1923--., arr. alph. by name of member. 1 vol., 1915-23, indexed alph. by name of member. Hdw. 1915-23; hdw. and typed under ptd. head 1923--. Aver. 100 pp. $5 \times 8 \times \frac{1}{2}$, $9\frac{1}{2} \times 7\frac{1}{2} \times \frac{1}{2}$.

723. FIRE REPORTS, 1884--. 3 vols. and 10 bundles in 1 f.d.

Record of fires attended, showing information as in entry 732. Arr. chron. by date of fire. Hdw.; typed on ptd. form. Vols. aver. 200 pp. $14 \times 11 \times 1$; bundles $13 \times 11 \times 5$.

724. CASH BOOK, 1884--. 5 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 200 pp. $11 \times 8\frac{1}{2} \times 1$. Home of treasurer.

Rescue Hose Company, No. 1.

These records are kept in the meeting room of the firehouse at 114 West Street.

725. MINUTES, 1895--. 5 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 600 pp. $14 \times 10 \times 1$.

726. (Fire) RECORDS, 1908--. Est. 1,000 papers in 4 f.d.

Record of fires attended, showing information as in entry 732. Contains: Correspondence and Miscellaneous, 1938--., entry 727. Arr. chron. by date of fire. Hdw. on ptd. form. $12 \times 13 \times 28$.

727. (CORRESPONDENCE AND MISCELLANEOUS), 1938--. In (Fire) Records, entry 726.

Miscellaneous correspondence of the company, including all bills and financial correspondence. Arr. alph. by subject or name of correspondent.

Volunteer Fire Companies -
Brooklyn

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728. CASH BOOK, 1908--. 5 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 100 pp. 14 x 10 x 1.

729. ROLL BOOK, 1927, 1932-35, 1937--. 3 vols.

Record of members' attendance at meetings of the company, giving date of meeting, name of member, and if attended. Arr. chron. by date of meeting. Hdw. Aver. 150 pp. 10 $\frac{1}{2}$ x 8 x $\frac{1}{2}$.

730. AUXILIARY MEMBERSHIP BOOK, 1910-25. 1 vol.

Lists of honorary and auxiliary members of the company, giving name of member and date of meeting inducted. Arr. chron. by date of meeting. Indexed alph. by name of member. Hdw. 150 pp. 10 $\frac{1}{2}$ x 8 x $\frac{1}{2}$.

Water Witch Hook and Ladder Company

These records are kept, unless otherwise specified, in the meeting room in the firehouse on East Street.

731. MINUTES AND PROCEEDINGS, 1885--. 6 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Contains: Report of Fires, 1885-99, entry 732. Arr. chron. by date of meeting. Hdw. 1885-1928; typed 1929--. Aver. 200 pp. 14 x 9 x 1 $\frac{1}{2}$.

732. REPORT OF FIRES, 1900--. Est. 1,800 papers in 4 f.d.
1885-99 in Minutes and Proceedings, entry 731.

Record of fires attended, giving date of fire, time alarm sounded, location, name of occupant, description of building, name of owner, cause of fire, how extinguished, total hours of service, amount of damage, value of property, fire-fighting equipment used, names of injured firemen, and nature of injuries. Arr. chron. by date of fire. Typed on ptd. form. 13 x 5 x 11.

733. CASH BOOK, 1885--. 10 vols.

Record of cash receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 200 pp. 11 x 8 $\frac{1}{2}$ x 1. Home of treasurer.

Brooklyn

734. MINUTES, 1938--. 1 vol.

Record of meetings of board of governors, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Typed. 150 pp. 11 x 9 x 1. Home of secretary, William O. Samuelson.

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Volunteer Fire Companies -
Earleigh Heights; Eastport

735. ROLL CALL, 1938--. 1 vol.

Record of members' attendance at meetings, giving names of members, active or retired, with record of attendance. Arr. chron. by date of meeting. Hdw. 150 pp. 11 x 9 x 1. Home of Milton Seifert, Scribe 4, 13th Ave., Brooklyn Park.

736. FIRE RECORD, 1938--. 1 vol.

Record of fires attended, giving date, time fire started and alarm answered, time apparatus left fire house, time arrived at fire, no. of alarms sounded, location of fire, names of owner and occupant of building, amount of damage, cause and extent of fire, witnesses, men injured, injury, treatment, and time fire extinguished. Arr. chron. by date of fire. Hdw. on ptd. form. 150 pp. 11 x 9 x 1. Firehouse.

737. CASH BOOK, 1938--. 1 vol.

Record of cash receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. 150 pp. 11 x 9 x 1. Home of treasurer, William Cloman, 105 6th Ave., Brooklyn Park.

Earleigh Heights

738. MINUTES, 1918--. 2 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 500 pp. 15 x 10 x 2. Home of secretary, Joseph Urban, Earleigh Heights, Severna Park Post Office.

739. FIRE REPORTS, 1918--. 2 vols.

Record of fires attended, giving date, time and location of fire, description of building, how occupied, owner of building, occupant, amount of damage, how fire extinguished, hours engine worked, cause of fire, value and insurance of building and contents, remarks, and signature of chief or captain. Arr. chron. by date of fire. Hdw. on ptd. form. Aver. 24 pp. 10 x 15 x $\frac{1}{4}$. Fire house.

740. CASH BOOK, 1918--. 3 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 300 pp. 15 x 10 x 2. Home of treasurer, George Listman, Earleigh Heights, Severna Park Post Office.

Eastport

741. MINUTES, 1921--. 4 vols.

Record of proceedings at meetings of the company, giving date of meeting,

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Galesville

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names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. 1921-30, 1933--; typed 1931-32. Aver. 500 pp. 14 x 10 x 2. Fire house.

742. FIRE RECORD, 1921--. 4 vols.

Record of fires attended, giving date, time and location of fire, names of occupants and owner of building, amount of damage, time of service, no. of men, names of other companies responding to alarm, and kind of alarm. Arr. chron. by date of fire. Hdw. on ptd. form. Aver. 500 pp. 14 x 10 x 2. Fire house.

743. CASH BOOK, 1921--. 10 bundles in 1 f.d.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. on ptd. form. 12 x 24 x 18. Fire house.

Galesville

744. MINUTES, 1929--. 2 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 155 pp. 10 x 8 x 1. Home of secretary, Bernard O. Hardesty, West River, Owensville.

745. FIRE REPORTS, 1929--. 6 vols.

Record of fires attended, giving date, time and location of fire, names of occupants and owner of building, damage to building, time of service, no. of men, names of other companies responding to alarm, and kind of alarm. Arr. chron. by date of fire. Hdw. Aver. 120 pp. $8\frac{1}{2}$ x $6\frac{3}{4}$ x $\frac{1}{2}$. Fire house.

746. CASH BOOK, 1929--. 1 vol.

Record of receipts and disbursement, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. 475 pp. 12 x 9 x 1. Home of treasurer, T.A. Hardesty, Galesville.

747. MINUTES, 1921--. 6 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 200 pp. 10 x 8 x 1. Fire house.

748. FIRE REPORTS, 1921--. Est. 600 papers in 6 f.d.

Record of fires attended, giving fire record no., company no., alarm sounded, date, location of fire, owner and tenant of property, property value, damage done, insurance, construction, type of roof, equipment used, remarks, and signature of officer in charge. Arr. chron. by date of fire. Hdw. and typed on ptd. form. 12 x 4 x 12. Fire house.

(749-755)

Volunteer Fire Companies -
Herald Harbor; Jessup

749. INHALATOR RECORD, 1929--. Est. 100 papers in 6 f.d.
Record of inhalator machine service, giving date, time call received and squad returned, location, victim, age, address, nature of accident, attending physician, address, outcome of case, and names of operator and assistant. Arr. chron. by date of accident. Hdw. on ptd. form. 12 x 4 x 12. Fire house.

750. CASH BOOKS, 1929-37. 1 vol. Discontinued and subsequently kept by Glen Burnie Improvement Association.
Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. 150 pp. 10 x 8 x 1. Fire house.

Herald Harbor

751. MINUTE BOOKS, 1929--. 3 vols.
Record of meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 300 pp. 12 x 7 $\frac{1}{2}$ x 1. Home of secretary, Richard Hall, Long Point Road, Herald Harbor.

752. FIRE REPORTS, 1929--. 2 vols.
Record of fires attended, giving date, location and time of fire, names of occupants and owner of building, amount of damage, time of service, no. of men, names of other companies responding to alarm, and kind of alarm. Arr. chron. by date of fire. Hdw. 1929-June 1937; typed July 1937--. Aver. 175 pp. 10 x 3 x $\frac{1}{2}$. Fire house.

753. CASH BOOK, 1929--. 2 vols.
Record of cash receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 200 pp. 11 x 8 x 1. Home of treasurer, Robert Goenner, Herald Harbor.

Jessup

754. MINUTES, 1932--. 2 vols.
Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 500 pp. 11 x 9 x 1. Home of secretary, Charles W. Day.

755. FIRE REPORTS, 1932--. Est. 500 papers in 1 f.d.
Record of fires attended, giving fire record no., company no., alarm sounded, date, driver, location of fire, name and address of, name of tenant, owner, property value, insurance, property damage, cause of fire, type of fire, construction of building, extent of fire, names

Volunteer Fire Companies -
Linthicum Heights; Odenton

(756-761)

of men injured, how treated, hours of service, equipment used, appliances missing, no. of men of other companies responding to alarm, remarks, and signature of officer in charge. Arr. chron. by date of fire. Hdw. on ptd. form. 12 x 12 x 24. Home of Chief John H. O'Leary.

756. CASH BOOKS, 1932--. 2 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 190 pp. 10 x 6 x $\frac{1}{2}$. Home of treasurer, Orville R. Duvall.

Linthicum Heights

757. MINUTES, 1926--. 4 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 500 pp. 14 x 11 x $1\frac{1}{2}$. Home of secretary, William Clark, Hawthorne Road, Shipley Heights.

758. FIRE RECORD, 1926--. Est. 1,200 papers in 6 bundles.

Record of fires attended, giving date, time and location of fire, names of occupants and owner of building, description of building, damage to building, time of service, no. of men, names of other companies responding to alarm, and kind of alarm. Arr. chron. by date of fire. Hdw. on ptd. form. 10 x 12 x 4. Fire house.

759. CASH BOOKS, 1926--. 4 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 500 pp. 14 x 11 x $1\frac{1}{2}$. Home of treasurer, Walter Michow, Greenwood Road, Shipley Heights.

Odenton

760. MINUTES AND PROCEEDINGS, 1934--. 1 vol. 1931-33 destroyed by fire.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. and typed. 100 pp. 11 x 10 x 1. Home of secretary, Joseph Huges.

761. RECORD OF FIRES, 1934--. 1 vol. 1931-33 destroyed by fire.

Record of fires attended, giving date of fire, time and location, names of occupants and owner of building, description of building, amount of damage, time of service, no. of men, and kind of alarm. Arr. chron. by date of fire. Hdw. and typed on ptd. form. 100 pp. 11 x $9\frac{1}{2}$ x $\frac{1}{2}$. Fire house.

(762-768)

Volunteer Fire Companies -
Orchard Beach; Riviera Beach

762. LEDGER, 1934--. 1 vol. 1931-33 destroyed by fire. Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. 100 pp. $11\frac{1}{2} \times 10 \times 1$. Home of treasurer, Wiley Donaldson.

Orchard Beach

763. MINUTES, 1930--. 3 vols. Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 300 pp. $15 \times 10 \times 1\frac{1}{2}$. Home of secretary, Louis Stroheker.

764. FIRE REPORTS, 1930--. 1 vol., est. 50 papers in 1 envelope (subtitled Property of the Orchard Beach Volunteer Fire Department). Record of fires attended, giving date, time and location of fire, names of occupants and owner of building, amount of damage, time of service, no. of men responding, names of other companies responding to alarm, and kind of alarm. Arr. chron. by date of fire. Hdw. 1930-37; hdw. on ptd. form 1937--. Vol. 100 pp. $12 \times 5 \times \frac{1}{2}$; envelope 10×12 . Fire house.

765. AMBULANCE REPORTS, 1937--. Est. 50 papers in 1 envelope (First Aid Reports). Record of accidents, giving names of injured and men administering first aid, date, time and place of accident, injury, treatment, supplies used, and if treated by doctor or hospital. Arr. chron. by date of accident. Hdw. on ptd. form. 10×11 . Fire house.

766. RECEIPTS AND EXPENDITURES, 1930--. 2 vols. Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 300 pp. $15 \times 10 \times 1\frac{1}{2}$. Home of treasurer, A. R. Specht, Curtis Bay Post Office.

Riviera Beach

767. MINUTE BOOK, 1934--. 2 vols. Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 250 pp. $14 \times 9 \times 1$. Home of secretary, James Williams, Jacobsville, Pasadena Post Office.

768. FIRE REPORTS, 1937--. 2 vols. Record of fires attended, giving date, time and location of fire, names of occupants and owner of building, amount of damage, time of service, no. of men responding, names of other companies responding to alarm, and

Volunteer Fire Companies -
West Annapolis

(769-774)

kind of alarm. Arr. chron. by date of fire. Hdw. on ptd. form. Aver. 125 up. 13 x 9 $\frac{1}{2}$ x 1. Fire house.

769. AMBULANCE REPORTS, 1937--. 2 vols. (subtitled First Aid Reports).

Record of ambulance service, giving names of injured and men administering first aid, date, time and place of accident, nature of injury, treatment, supplies used, and if treated by doctor or hospital. Arr. chron. by date of accident. Hdw. Aver. 100 pp. 10 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. Fire house.

770. TREASURER'S BOOK, 1934--. 4 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 300 pp. 10 $\frac{1}{2}$ x 8 x 1. Home of treasurer, Clinton Gurnee, Glen Burnie Post Office.

West Annapolis

771. MINUTES AND PROCEEDINGS, 1911--. 3 vols.

Record of proceedings at meetings of the company, giving date of meeting, names of members present, and business transacted. Contains: Fire Reports, 1911-25, entry 772. Arr. chron. by date of meeting. Hdw. Aver. 500 pp. 15 x 10 x 2. Home of secretary, Robert Smith, Wooms Creek, Annapolis, R.F.D.

772. FIRE REPORTS, 1926--. Est. 600 papers in 10 f.d. 1911-25 in Minutes and Proceedings, entry 771.

Record of fires attended, giving date, time and location of fire, names of occupants and owner of building, amount of damage, time of service, no. of men, names of other companies responding to alarm, and kind of alarm. Arr. chron. by date of fire. Hdw. on ptd. form. 6 x 8 x 14. Fire house.

773. AMBULANCE REPORTS, 1929--. Est. 300 papers in 8 f.d.

Record of accidents, giving date, time and place of accident, kind of accident, names of first aid men and injured, kind of injury, and if treated by physician or hospital. Arr. chron. by date of accident. Hdw. on ptd. form. 6 x 8 x 14. Fire house.

774. RECEIPTS AND DISBURSEMENTS, 1911--. 4 vols.

Record of receipts and disbursements, giving date of transaction, purpose, and amount. Arr. chron. by date of transaction. Hdw. Aver. 300 pp. 14 x 10 x 1 $\frac{1}{2}$. Home of treasurer, George Egan, Severn Avenue, West Annapolis.

(Next entry 775, p. 273)

XXIV. ANNAPOLIS METROPOLITAN SEWERAGE COMMISSION

The Annapolis metropolitan sewerage commission was created in 1931 to install and operate sewerage and drainage systems in the Annapolis metropolitan sewerage district.¹ The commission consists of five members. The act of 1933 named the five commissioners, who were to serve for four years. After the expiration of the terms of these commissioners, three successors were appointed by the Mayor, Counselor, and Aldermen of Annapolis, and two by the county commissioners. The three members appointed by the Mayor, Counselor, and Aldermen of Annapolis must be residents and taxpayers in the district. Of the two members appointed by the commissioners, one must be a member of the Anne Arundel County sanitary commission, the other must be a resident taxpayer of the sewerage district outside Annapolis. The commission elects its own chairman, and appoints and fixes the pay of a secretary-treasurer (who may be one of the commissioners). It can also hire any help it may deem necessary to carry out the terms of the act. Engineering work can be delegated to the Anne Arundel County sanitary commission, if the commissioners deem this desirable. The expense of such work, of course, is borne by the sewerage commission.² The annual salaries of the commissioners were fixed at \$600 in 1931.³ This figure remained unchanged until 1939 when it was cut to \$100.⁴

The jurisdiction of the commission is limited to an area known as the "Annapolis Metropolitan Sewerage District," constituting a separate political subdivision of the state. The district includes all that part of Anne Arundel County within the bounds of the drainage areas of Back Creek, Spa Creek and Dorsey's Creek, and those parts of the drainage area of Weens Creek and the Severn River in which are located the communities of Annapolis, Eastport, Germantown, West Annapolis, Wardour, and the Naval Academy and other federal properties.⁵

The commission is a body corporate, with all the usual corporate powers. It can acquire property whenever it considers it necessary. If proprietors are recalcitrant, it can condemn the property as well as the interest of any other person in the property.⁶

The act which created the commission ordered that, as soon after its organization as possible, the commission should have surveys, plans, specifications, and estimates made for sewerage and drainage systems for those parts of the district where it considered them necessary. After the completion of these preliminary steps, the commission was to announce

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1. Laws 1931, ch. 104; 1933, ch. 2. The act of 1931 was repealed and reenacted in 1933.
 2. Laws 1933, ch. 2, sec. 2.
 3. Laws 1931, ch. 104, sec. 2.
 4. Laws 1939, ch. 698, sec. 2.
 5. Laws 1931, ch. 104, sec. 1.
 6. Laws 1933, ch. 2, sec. 3.

publicly that such improvements were contemplated, stating their probable cost, that the plans were on view at the commission's office, and that at a certain fixed time, interested persons would be heard. This procedure does not have to be followed in cases where sewer connections are deemed necessary for the immediate relief of a community.⁷ The commission has the power to enter upon any public highway in the course of its operations.⁸ Its employees have the right of entry, after notice, upon any private property while in the pursuit of their duties.⁹

In order to raise the money necessary for the carrying out of its functions, the commission is empowered to issue bonds. At no time, however, can the total bond issue exceed five percent of the total assessable basis of property assessed for county taxation within the sewerage district. The bonds cannot bear more than five percent interest and must mature not more than fifty years after issue. The law requires the bonds to be guaranteed by the Mayor, Counselor and Aldermen of Annapolis and by the county commissioners.¹⁰

To raise the funds necessary for the retirement of these bonds, the levying of a tax upon all assessable property within the sewerage district was authorized. The sewerage commission determines the amount necessary each year to meet payments on interest and principal, and proportionately divides this sum between property in Annapolis and property in the other communities constituting the district.

It reports to the county commissioners and to the Annapolis government, and these two agencies, in their next tax levy, raise the required amount.¹¹ The expenses of maintenance, repair, and operation are also drawn from the money collected through this tax levy.¹²

The records of the commission are kept in its office on the third floor of the old high school building on Green Street, Annapolis.

775. (MINUTES), 1931--. 1 vol.

Record of proceedings at regular meetings of the sewer commission, giving date, commissioners present, and business transacted, including action on pay roll, petitions, bills, proposed projects, and contracts. Arr. chron. by date of meeting. Typed. 200 pp. 11 x 9 x 2.

776. CORRESPONDENCE, 1931--. Est. 65,000 papers in 5 l.d. (labeled by division of alph. contained).

Routine correspondence of the sewer commission. Arr. alph. by name of correspondent or subject. Hdw.; typed. 11 x 13 $\frac{1}{2}$ x 26.

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7. Ibid., sec. 4.
 8. Ibid., sec. 10.
 9. Ibid., sec. 11.
 10. Ibid., sec. 5.
 11. Ibid., sec. 6.
 12. Ibid., sec. 8.

(777-785)

Metropolitan Sewer Commission

777. (CORRESPONDENCE DIARIES), 1933--. 3 vols.
Carbon copies of all outgoing correspondence. Arr. chron. by date of letter. Typed. Aver. 600 pp. 12 x 9 x 4.
778. CORRESPONDENCE, 1931--. Est. 4,000 papers in 1 f.d. (A to Z).
Routine correspondence of the secretary-treasurer. Arr. alph. by name of correspondent or subject. Hdw.; typed. $11\frac{1}{2}$ x $13\frac{1}{2}$ x 26.
779. ASSESSMENTS, 1931--. Est. 2,750 cards in 4 f.d. Title varies: Old Assessment Cards, 1 f.d., 1931--.
Card record of old and current assessments for sewers, giving name of property owner, date, lot no., block no., and amount of assessment. Arr. alph. by name of taxpayer within district. Typed on ptd. form. 6 x $19\frac{1}{2}$ x 27.
780. WORK ORDERS, 1931--. Est. 600 papers in 1 f.d.
Duplicate orders for repairs and construction, giving order no., date, district, to whom addressed, division, file no., permit no., signature of engineer, list of materials to be used, to whom charged, approval, date work begun, date completed, and signatures of engineer and foreman. Arr. chron. by date of order. Hdw. on ptd. form. 6 x $19\frac{1}{2}$ x 25.
781. CONTRACTS (Time Sheets), 1934-36. 7 vols. (labeled by contract no.).
Daily labor reports, giving date, report no., name of employee, description of work, and no. of hours employed. Arr. numer. by no. of report. Hdw. on ptd. form. Aver. 1,000 pp. 12 x 9 x 2, 12 x 9 x 6.
782. PURCHASE RECORD, 1934--. 1 vol.
Copies of original orders to merchants for material, giving date, name of merchant, and quantity and description of material. Arr. chron. by date of order. Typed on ptd. form. 300 pp. 11 x 9 x 4.
783. SEWAGE TREATMENT PLANT, 1935--. 1 vol.
Specifications, bids, and contracts for construction and equipment of sewage treatment plant, giving description of equipment, blue prints and specifications, and invoices for expenditures. Arr. chron. by date filed within subject. Hdw.; typed; ptd. 11 x 19 x 4.
784. PUMPING STATION, 1935--. Est. 2,500 papers in 1 f.d.
Contracts, specifications, construction details, and structural designs of pumping stations and equipment, giving blue prints for construction, and blue prints, description and operating instructions for equipment. Arr. chron. by date filed within subject. Hdw.; typed; ptd. 11 x 14 x 26.
785. FIELD NOTE BOOKS, 1931--. 80 vols. (1-80).
Record of triangulations for all surveys. Arr. chron. by date of recording. Hdw. Aver. 60 pp. $7\frac{1}{2}$ x $4\frac{1}{2}$ x $\frac{1}{2}$.

786. INDEX TO FIELD NOTES COMPUTATIONS, 1931--. Est. 30,000 papers in 2 f.d.

Index to field notes, arr. alph. by names of streets or plats, and office computations made from field notes; all contained in folders. Hdw.; typed. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$.

787. (MAPS, DRAWINGS AND PROFILES), 1931--. 2 wooden map cases. Quadrangle drawings, profiles, blue prints and air map of metropolitan sewer area. Arr. numer. by numbered sections of air map. Air map indexed by buildings, enlarged air map by quadrangle; giving drawing no.; profiles indexed by location, giving street and no.; indexes tacked on lids of cases. Prints and drawings. $39 \times 39 \times 28\frac{1}{2}$.

788. CO-ORDINATE AND BENCH MARK RECORDS, 1931--. Est. 400 papers in 2 f.d.

Original and duplicate record of survey points permanently established in subdivisions of sewer area, giving latitude and longitude, showing sketches of location of said points and signature of engineer. Contains: Bench Marks, 1931--., entry 789. Arr. numer. by quadrangle. Hdw. on ptd. form. $6 \times 9 \times 28$, $6\frac{1}{2} \times 9\frac{1}{2} \times 27$.

789. (BENCH MARKS), 1931--. In Co-ordinate and Bench Mark Records, entry 788.

Bench marks of subdivisions by sea level, giving bench mark no., name of subdivision, co-ordinate station no., description of land, sketch showing relationship between described property and bench mark, elevation, date, and name of engineer.

790. PROFILES AND TRACINGS, 1931--. Est. 300 papers in 3 f.d.

Profiles and tracings of locations in the metropolitan sewer commission area. No orderly arrangement. Ptd. $6 \times 19\frac{1}{2} \times 27$.

791. ABSTRACTS OF LAND RECORDS & MISCELLANEOUS SMALL PLATS AND PROFILES, 1931--. Est. 15,000 papers in 1 f.d.

Abstracts of deeds and survey descriptions of properties acquired by the metropolitan sewer commission, giving names of grantor and grantee, date recorded, liber and folio of land record, date, sanitary district, lot no., block no., by whom abstracted, date, by whom requisitioned, by whom checked, abutments, mains, date, and surveyor's description. Arr. numer. by lot no. Typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$.

792. SECRETARY-TREASURER'S FILE, 1931--. Est. 900 papers in 1 f.d.

Papers of the secretary-treasurer relating to financial matters, including time reports, copies of budgets, auditors' reports, bond issues and inventory. Arr. chron. by date filed within type of record. Hdw. and typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$.

793. (GENERAL LEDGER), 1931--. 1 vol.

Ledger account of assets, liabilities, income, and expense, giving opening balance, date and amount of debits and credits, and present balance. Arr. chron. by date of entry within account. Hdw. 200 pp. $7 \times 10\frac{1}{2} \times 1$.

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Metropolitan Sewer Commission

794. (JOURNAL), 1931--. 2 vols.

Journal record of receipts and expenditures entered in General Ledger, entry 793, giving date, itemized list of receipts and expenditures, and balance. Arr. chron. by date of entry. Hdw. Aver. 150 pp. 14 x 10 $\frac{1}{2}$ x 1.

795. TRIAL BALANCE, 1931--. 2 vols.

Trial balance of receipts and disbursements, giving title of account, debit and credit for month, total, and recapitulations. Arr. chron. by date of entry. Hdw. under ptd. head 1931-October 1936; typed under ptd. head November 1936--. Aver. 175 pp. 14 x 9 x 1, 16 x 12 x $\frac{1}{2}$.

796. (CASH RECEIPTS), 1931--. 2 vols.

Record of cash receipts of the sewer commission, giving date, name of payer, amount paid, purpose, folio in general ledger, and amount deposited in bank. Arr. chron. by date of entry. Hdw. Aver. 152 pp. 9 x 12 x $\frac{1}{2}$, 12 x 15 x $\frac{1}{2}$.

797. (DISBURSEMENTS), 1931--. 2 vols.

Record of disbursements, giving date, name of payee, check no., purpose and amount of payment, and fund credited. Arr. chron. by date of entry. Hdw. Aver. 600 pp. 11 x 17 x $\frac{1}{4}$, 11 x 17 x 3.

798. (PAY ROLL), 1933-34. 1 vol.

Record of weekly pay roll for engineers and office force, giving name of employee, account no., amount paid, and signature of employee. Arr. chron. by date of pay roll. Hdw. 100 pp. (50 used) 12 x 10 x $\frac{1}{2}$.

799. VOUCHERS, 1938--. Est. 1,200 papers in 1 f.d. (dated).

Returned vouchers and cancelled checks for all accounts, giving date, voucher no., name of payee, amount, and purpose. Arr. numer. by voucher no. Typed on ptd. form. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26.

800. BANK STATEMENTS GEN. FUND VOUCHERS CANCELLED COUPONS CONNECTION PERMITS, 1939--. Est. 2,000 papers in 1 f.d.

Financial statements on sinking fund and bond accounts, interest statements, cancelled checks, deposit slips, and bond registry receipts. Does not contain connection permits. No orderly arrangement. Hdw.; typed. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 26.

INCORPORATED TOWNS AND THEIR RECORDS

ANNAPOLIS

Historical Sketch

Annapolis, capital of Maryland and seat of Anne Arundel County, is situated in the east central part of the county. The city lies on the south bank of the Severn River, near its junction with the Chesapeake Bay, about thirty-two miles east of Washington, D.C., and approximately twenty-seven miles southeast of Baltimore.

The history of Annapolis dates from 1649 although nearly a half century elapsed before it reached the dignity of a town.¹ In that year, ten Virginia Puritan families, seeking religious freedom, found sanctuary in Maryland where the Toleration Act had just been passed. These refugees landed near the present site of Annapolis and named their settlement Providence. Within a year, the settlement had attained sufficient power to petition the Assembly for recognition as a county. This was granted and the new county was named Anne Arundel after the wife of Cecilus Calvert.

The site of Annapolis was originally occupied by the Susquhannock Indians, a warlike tribe constantly in conflict with other tribes and the white people. In 1652, the colonists and these redskins negotiated a treaty of peace beneath the shade of the old poplar tree standing on the campus of the present St. John's College.²

In July 1654, the Puritan faction succeeded in removing the seat of government from St. Mary's City. The following spring, Governor Stone led an armed force from St. Mary's in an attempt to reestablish the proprietary authority. This force met defeat March 25, 1655 in an engagement on Spa Creek (Annapolis). The next fifteen years witnessed a steady influx of settlers, and by 1674, the citizens of Anne Arundel County offered to erect the necessary public buildings if the colonial capital were moved to their locality. By 1694 sufficient pressure had developed to survey and lay out Anne Arundel Town, and the colonial seat finally was transferred early in 1695. The first Assembly met in the new capital February 28, 1695 and changed the town's name to Annapolis in honor of Princess, later Queen Anne.

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1. The details of the history of Annapolis may be found in Elihu S. Riley, The Ancient City: A History of Annapolis, in Maryland, 1649-1887.
 2. Elmer Martin Jackson, Jr., Annapolis, p. 1.

Commissioners were appointed and charged with the duty of laying out the city in streets, lanes, alleys, and building lots; a state house was projected, a ferry established over the Severn River, and a public pasture field set apart. The following year, money was appropriated for a church, a jail and a market house were put up, and a handsome pair of gates was ordered to be put at the entrance to the town.

The foundation of the state house was laid in Annapolis on April 30, 1696. On August 10, 1708, the Assembly passed the act chartering Annapolis as a city, the honor being conferred upon it by the Honorable John Seymour, Royal Governor of Maryland.

From the time Annapolis received her charter, her growth and development were rapid. It was not long before the prosperous and influential residents began replacing their first wooden houses with handsome mansions of brick, spacious dwellings of Colonial and Georgian architecture, rich in hand-carved woodwork and ornately designed plaster. They filled their houses with appropriate furniture, surrounded them with lovely gardens laid out with boxwood bordered walks and flower beds and enclosed by high brick walls.

Around the royal governors grew up court circles, with elegant customs and lavish display in all details of dressing and living. They set the pace for all in official and social circles and for the wealthy tobacco planters who established their families in town houses for the winter seasons when they could attend assemblies, courts, and races, and participate in the fashionable social life for which Annapolis early became famous.³

It has also been claimed that her brilliant lawyers made Annapolis famous. Because of her intellectual and literary culture during her Golden Age, she was called "The Athens of America." Among Maryland's native sons were a number of notable lawyers appearing at the Annapolis courts, whose fame was known throughout the colonies and abroad. Among these were the Dulany's, William Pinkney, the Coates, Carrolls, and Jennings.⁴

Class lines were rigidly drawn and social barriers were high. No menial or commoner was permitted to intrude upon the sacred precincts of State House Circle and the waterfront, where the elite chose to promenade.⁵

In 1755, the population of Annapolis was increased by the arrival of five ships carrying nine hundred Acadians, driven from Nova Scotia after the English victory in the French and Indian War. These nine

3. Ibid., p. 35.

4. Ibid., p. 36.

5. Ibid., p. 34; Riley, op. cit., p. 145.

hundred were allotted to the Maryland colony by the British Government, to be provided with shelter, food, clothing, and work. They were to be distributed to every county except Frederick. Annapolis housed her contingent in large warehouses on Hanover and Duke of Gloucester Streets. No record of them remains as a group or as individuals.⁶

Maryland's first newspaper was established by William Parks in Annapolis in 1727. This was the Maryland Gazette, published weekly, a small four page issue about the size of a sheet of note paper.⁷ The first theater in America was erected at Annapolis in 1752. The Maryland Gazette carried the following advertisement on June 18, 1752: "By permission of his honor the president (Benjamin Tasker, Esq., the President or Governor of the Province) at the new Theater in Annapolis, by the company of Comedians from Virginia, on Monday next, being the 22nd of this instant, will be performed, 'The Beggars Opera,' likewise farce called 'The Dying Valet.'"⁸

Although remaining loyal to the English King, the people of Annapolis were excited by the course of events leading to the break with England. Following the example of Boston's citizens in hanging and burning Bute and Grenville in effigy, the patriotic leaders of Annapolis resolved upon making some expression of their abhorrence of the Stamp Tax.⁹ When Zachariah Hood, a native of Maryland appointed British agent for the handling of the Stamp Tax, arrived at Annapolis on August 22, 1764, he was prevented from landing at the city dock by a crowd of many citizens. Hood made a secret landing elsewhere, but the people discovered him and wrecked the house where he had attempted to store his goods. His effigy was paraded in a cart through the city's streets, was lashed at the whipping post, hanged on a gibbet, and burned. Hood was glad to escape with his life. Among the directors of this demonstration of disapproval was Samuel Chase of Annapolis, who in 1776 was one of Maryland's four signers of the Declaration of Independence.

With the news of the blockade of Boston Harbor, the people of Annapolis called a meeting and on May 25, 1774 it was -

"Resolved, That it is the opinion of this meeting, that the Town of Boston is now suffering in the common cause of America, and that it is incumbent on every colony in America to unite in effectual measures to obtain a repeal of the late Act of Parliament, for blocking up the harbor of Boston.

"That it is the opinion of this meeting that if the Colonies come to a joint resolution to stop all importation from, and exportation to Great Britain, till the said Act be repealed, the same will preserve North America and her liberties.

6. Riley, op. cit., p. 119.

7. Jackson, op. cit., pp. 33-34.

8. Riley, op. cit., p. 146.

9. Ibid., p. 152.

"Resolved, Therefore that the inhabitants of the City will join in an Association with the several counties of this Province, and the principal provinces of America, to put an immediate stop to all exports to Great Britain and that after a short day, hereafter to be agreed on, There shall be no imports from Great Britain, till the said Act be repealed and that such association be on oath.

"That it is the opinion of this meeting that the gentlemen of the law of this Province bring no suit for the recovery of any debt due from any inhabitant of this Province to any inhabitant of Great Britain until the said Act be repealed.

"That the inhabitants of this City, will, and if it is the opinion of this meeting, that this Province ought immediately to break off all trade and dealings with that Colony or Province which shall refuse or decline to come into similar resolutions with a majority of the Colonies.

"That Messieurs John Hall, Charles Carroll, Thomas Johnson, Jr., William Pace, Matthias Hammond and Samuel Chase, be a Committee for this City to join with those who shall be appointed for Baltimore Town and other parts of this Province, to constitute one general committee; and that the gentlemen appointed for this City immediately correspond with Baltimore Town and other parts of this Province to effect such association as will secure American liberty."¹⁰

William Eddis, the English Custom House officer, in writing to England a few days after this meeting, expressed the feeling at Annapolis thus: "All America is Aflame! I hear strange language every day. The Colonists are ripe for any measure that will tend to the preservation of what they call their natural liberty. I enclose you the resolves of our citizens. They have caught the general contagion. Expresses are flying from province to province. It is the universal opinion here that the Mother country cannot support a contention with these settlements if they abide strictly to the letter and spirit of their associations."¹¹ Resolutions of protest came from the Tory element, headed by Lloyd Dulany.¹²

On October 14, 1774, the brig Foggy Stewart, owned by Anthony Stewart, arrived from London with a cargo of 2,320 pounds of tea. The citizens were highly indignant because Mr. Stewart also paid the tax. He was not permitted to unload the tea. After a gallows had been erected in front of his dwelling, and he had been threatened with hanging, Stewart, on the advice of Charles Carroll of Carrollton, offered to burn the tea. Accompanied by Mr. Carroll and members of the committee to see that he did it, he sailed his vessel to Windmill Point, ran it aground there, and set it afire. Stewart and his partners were compelled to write and sign an apology for their treasonable transaction.

10. Ibid., p. 165.

11. Ibid.

12. Ibid.

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General Washington, en route north after Cornwallis' surrender, visited Annapolis November 21, 1781 and was a guest at a banquet by the citizens. Congress met in Annapolis from November 26, 1783 to June 3, 1784. During this session, the treaty of peace with England was ratified and Washington resigned as commander-in-chief of the Continental army. A bronze slab in the state house floor indicates where Washington stood December 23, 1783 when he handed in his resignation. President Washington visited St. John's College in 1791.

In the period between the Revolution and the War of 1812, many former wealthy planters lost their fortunes, and the town assumed a more somber air. In 1809, the government built Fort Severn on Windmill Point. This fort proved a bulwark during the War of 1812, and later became the nucleus of the present Naval Academy, which was established in 1845, and now occupies over two hundred acres facing the Severn and on both sides of College Creek. The city's participation in the Civil War was limited to caring for wounded at St. John's College and in the academy buildings, and the internment of Confederate prisoners at nearby Camp Parole.

During the past century, Annapolis has lost some of its prestige. Its former position as a trade center and port has waned with the increasing importance of Baltimore. Since the turn of the century, the prosperity of Annapolis has depended almost wholly upon the Naval Academy, the increasing activity of the state government, and the development of the seafood industry.

Annapolis has a population of 13,069, exclusive of the Naval Academy, according to the 1940 census, and is the sixth largest city in the state. The city's colonial atmosphere is retained in its architecture and in the narrow streets diverging from State House Circle. Its location at the mouth of the Severn River and midway in the length of the county provides a rich agricultural hinterland, formerly devoted to tobacco raising but now converted to small truck farms. The Eastern Shore Ferry provides an outlet for the produce of that section and a short cut for summer motorists to seaside resorts. Annapolis has never been an industrial city in the strict sense of the word. A few small boat building yards are located on Spa Creek and the city has an extensive seafood business with scores of oyster and fishing boats moored at the city dock in season.

Governmental Organization

The earliest reference to Annapolis in legislative records is in the act of 1683 making the "Towne Land Att Proctors," along with thirty-one other landing places, a port of entry of the province of Maryland.¹³

13. Arch. Md., VII, 609.

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Commissioners appointed by this act were to buy one hundred acres of land and have it surveyed and divided into one hundred equal lots which were then to be sold. But there were no provisions made for an organized government.

This attempt to establish a town seems to have been abortive, since in 1694 similar provisions to those made in 1683 were included in an act "erecting Ann Arundel" as a port and town.¹⁴ Again no provisions were made for governing the settlement once the commissioners had completed their task of surveying and the selling of lots.

In 1695 the name of the little town on the Severn was changed for the last time when the Assembly decreed that the port of Anne Arundel was henceforth to be called Annapolis.¹⁵ At this same session of the Assembly it was ordered that the county court should meet at Annapolis, where the county records should thereafter be kept.¹⁶

In 1696 came the first legislation dealing with the administration of the town.¹⁷ Eight men were declared to be a body corporate, "the commissioners and trustees for the port and town of Annapolis" and were to represent the town.¹⁸ Any vacancy among this body was to be filled by a majority vote of the freemen of Annapolis at a public meeting.¹⁹ The commissioners had the power to buy, or, if necessary, condemn land for a town common.²⁰ They were also to serve as a court to hear any actions arising between townsmen in any matter not exceeding £5 or one hundred pounds of tobacco in value, and to appoint necessary court officials.²¹ A weekly market and an annual fair could be conducted by the commissioners.²² Finally, they could make all the by-laws and rules necessary for the good government of the town.²³

In 1708 a royal charter (Queen Anne's charter) was granted to Annapolis making it a municipality.²⁴ The city corporation was to consist of a mayor, recorder, six aldermen, and ten common councilmen. The mayor, who was to hold office for one year, was selected from among the aldermen by all the members of the corporation. The remaining officials

13. Arch. Ml., VII, 609.

14. Laws 1694, ch. 8.

15. Laws 1695, ch. 7, sec. 4.

16. Laws 1695, ch. 2.

17. Laws 1696, ch. 24.

18. Ibid., sec. 2.

19. Ibid., sec. 3.

20. Ibid., sec. 5.

21. Ibid., sec. 12.

22. Ibid., sec. 15.

23. Ibid., sec. 12.

24. Governor John Seynour granted this charter without any authorization from the throne. Mereness, Maryland as a Proprietary Province, p. 420.

of the city were to hold office during good behavior. If a vacancy occurred among them they filled it with a person of their own choosing. The recorder had to be "learned in the law," the aldermen had to be selected from the common council. The members of the council were picked from among the freemen of the town. The county sheriff served as city sheriff also for the first six years, after which the corporation was to appoint its own officer. The city was authorized to send two delegates to the General Assembly who were selected by the mayor, recorder, aldermen and five senior common councilmen.

The charter gave the city government power to make by-laws and ordinances for regulating trade and preserving law and order and to levy a fine, if necessary, up to forty shillings to secure obedience. Permission was given to hold two weekly markets and two annual fairs. The corporation was empowered to collect a toll on goods and cattle sold at the fairs and to hold a court of pie-powder (i.e., merchant's court). The mayor, recorder, and aldermen were justices of the peace and also justices of the court of mustings. This court heard cases concerning trespass and ejection, writs of dower, and all other actions in which the value involved did not exceed £6 10s. or 1,700 pounds of tobacco.²⁵

The lower house of the General Assembly claimed that Governor Seymour had no right to grant this charter without an order by the Queen, and pointed out further that all freeholders should have been permitted to select the city's delegates. For these reasons the two Annapolis representatives were refused their seats. The Governor thereupon dissolved the Assembly. Then the Annapolitans presented Seymour with a petition asking that the two delegates and the common councilmen be elected by all the freeholders of the city. Freeholders were described in the petition as those who owned a house and lot in Annapolis, or who lived in the city and had a visible estate of £20 sterling, or who had served five years in some trade in Annapolis and had become householders there. The Governor granted the petition but the next Assembly contested his authority to erect cities. Finally, a compromise was reached whereby the charter was to be confirmed by act of the Assembly.²⁶ This act directed that all public buildings and lands in the city should be used as they had been theretofore, and that the former town judges should hold their courts as usual. The justices of the county were to continue to exercise their jurisdiction in Annapolis.²⁷

The original plat of the town had been destroyed in the State House fire of 1704. In 1718 the Assembly appointed three commissioners to hear and determine all disputes concerning boundaries.²⁸ The records

25. The charter is reprinted in Riley, The Ancient City..., pp. 87-91.

26. Morenoss, op. cit., pp. 421-422.

27. Laws 1708, ch. 7.

28. Laws 1718, ch. 19, sec. 1, 2, 3.

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Organization

of the proceedings of the commission were to be kept by the clerk of the mayor's court. They were to be open to public inspection.²⁹ In the same act the Assembly, acting on the petition of the corporation of Annapolis, permitted the addition to the city of ten acres of common. This was to be divided into twenty small lots "for the better encouragement of poor tradesmen to come and inhabit within the said city."³⁰ This addition was popularly known as "New Town."³¹

In the Declaration of Rights, which together with a state constitution was promulgated by the Constitutional Convention which met in Annapolis in 1776, Annapolis' autonomy was guaranteed. But it was stated that the town charter was subject to alterations made by the Assembly.³²

In the decades after the War of Independence there is little to be noted save for the granting to the corporation of the power to tax.³³ Not until 1819 were important changes made in the charter of the city.³⁴ By an act of that year, a mayor, recorder, and five aldermen were to be elected every three years. Seven common councilmen were to be elected annually. The mayor, recorder, aldermen, and common councilmen were to meet once a month. They had authority to pass all ordinances necessary to preserve the health of the city, establish night watches and patrols, to open streets, erect and repair bridges, regulate and fix the assize of bread, appoint and supervise city officials, examine weights and measures, erect and regulate markets, establish fire companies, lay and collect taxes, and assess property. By virtue of their office, the mayor, recorder, and each of the aldermen could exercise the jurisdiction of a justice of the peace within the limits of the corporation. The officials whom the mayor, recorder, aldermen, and common councilmen could appoint included city commissioners, city constables, market masters, gaugers, wood-corders, harbor masters, hay-weighers, and inspectors.

The town's administration remained virtually unchanged until 1842. In that year the common council disappeared. The town corporation was now composed of mayor, recorder (later called counselor) and five aldermen.³⁵ In the years that followed there were surprisingly few changes in the basic law which regulated the government of Annapolis. A series of acts built up the powers of the corporation so that it now can deal with the problems that are to be met in the governing of a modern town. There have been changes, too, in the methods of election, in term of office, and new departments have been added.

29. Ibid., sec. 7.

30. Ibid., sec. 4.

31. D. Ridgely, Annals of Annapolis, p. 113.

32. Md. Const., 1777, Declaration of Rights, art. 37.

33. Laws 1777, June session, ch. 3, sec. 5; 1802, ch. 89.

34. Laws 1818, ch. 194, passed February 16, 1819.

35. Laws 1842, ch. 161, sec. 1.

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At present the members of the corporation are elected every four years.³⁶ The mayor receives an annual salary of \$400, and the aldermen \$200.³⁷ Each ward of the city, of which there are now four, elects two aldermen.³⁸ The counselor serves as the town's legal representative. He must be a member of the bar for the circuit court of Anne Arundel County and be a resident of Annapolis. He receives \$300 per annum, plus such additional compensation as the corporation deems just and fair.³⁹ The corporation meets regularly once a month.⁴⁰ A journal is kept of its proceedings.⁴¹

Other town officials are appointed annually by the corporation. These include the city clerk, collector and treasurer and city commissioner.⁴² Their duties and remuneration are fixed by the corporation.⁴³

The clerk keeps the records of the proceedings of the corporation, the laws, ordinances, by-laws, resolutions and orders it passes, and the corporation's documents. He issues and records licenses, advertises elections, and is keeper of the city seal. He receives an annual salary of \$1,200, plus license fees, and gives a bond of \$1,000.⁴⁴

The collector and treasurer to the corporation is required to be "a person of sound judgment and skill as an accountant." He gives a bond of \$25,000. His duties are to collect and disburse all municipal funds. He must keep records of all taxes and money he collects, keep a cash account, and an account of the corporation's debts receivable and payable. He makes a monthly report to the corporation of receipts and expenditures, and prepares a monthly statement of the city's financial position.⁴⁵

As soon as the corporation makes its annual tax levy the treasurer must make it public. He then makes out the tax bills and sees that they are delivered within thirty days after the levy.⁴⁶ If, after due notice, taxes are still unpaid, the treasurer is empowered to sell the property for its taxes.⁴⁷ If taxes remain uncollected three years after they were levied, the delinquent can refuse to pay and the treasurer himself becomes liable.⁴⁸ The collector and treasurer is paid \$1,500 per year.

36. Laws 1937, ch. 118, sec. 1.

37. W. J. McWilliams, The Charter and Code of the City of Annapolis, code, art. I, sec. 8, 11.

38. Laws 1876, ch. 207, sec. 30; McWilliams, code, art. I, sec. 3-7.

39. McWilliams, code, art. I, sec. 44, 48.

40. Laws 1870, ch. 202.

41. P.L.L., 1860, art. II, sec. 40.

42. McWilliams, code, art. I, sec. 14.

43. P.L.L., 1860, art. II, sec. 41.

44. McWilliams, code, art. I, sec. 26-32.

45. Ibid., sec. 33-35.

46. McWilliams, code, art. I, sec. 37.

47. Laws 1908, ch. 696, sec. 58A, B, C.

48. Ibid., sec. 58D.

In addition he receives \$1.50 for every \$10.00 of new property assessed by him.⁴⁹

The duties outlined for the city commissioner are divided into two groups. He is charged with keeping the city clean and also with acting as building commissioner. He makes a monthly report to the corporation of all work done under his supervision, together with a financial statement. He is paid \$1,200 annually.⁵⁰

Election machinery began to be developed in 1842. In that year it was ordered that all elections for the three members of the corporation should be held by three judges of elections to be appointed by the corporation.⁵¹ In 1894 the number of judges for municipal elections was increased to nine, with three judges to serve in each of the three wards into which the city was then divided.⁵²

A system of registration of voters was inaugurated in 1909. The Anne Arundel County supervisors of elections were instructed to appoint three registers every two years in each ward of Annapolis. The first registration was to be for four days in June, 1909, and then every two years thereafter.⁵³ In 1920 the provisions of Article 35, on elections, of the Annotated Code of Maryland, were applied to elections in Annapolis.⁵⁴ In 1927 a completely new system was started. Now, the corporation appoints three resident voters biennially to serve as the board of supervisors of elections of Annapolis. The board provides all the necessary equipment for registration and election, with expenses paid by the corporation. It appoints all election officials. It also serves as a board of canvassers after every election. The city clerk serves as clerk of the board and the city counselor is its legal representative.⁵⁵

In the same year in which the board was created, provisions were made to institute a system of primary elections.⁵⁶ In 1937 the term of office of the election supervisors was increased to four years. The Assembly also ordered that the corporation was to select the supervisors from a list of eligibles submitted by the city central committee of the two leading political parties.⁵⁷

Until 1938 Annapolis had no city engineer. In that year arrangements were made whereby the corporation could employ the chief engineer of the Annapolis metropolitan sewerage commission on a part-time basis.

49. McWilliams, code, art. I, sec. 41.

50. Ibid., sec. 49-57.

51. Laws 1842, ch. 161, sec. 2.

52. Laws 1894, ch. 533.

53. Laws 1908, ch. 525, sec. 1, 3.

54. Laws 1920, ch. 471.

55. Laws 1927, ch. 366.

56. Ibid., ch. 365.

57. Laws 1937, ch. 410, sec. 4, 6.

The Annapolis water company was also, at this time, given the same privilege. The engineer's salary was fixed by agreement between the corporation, the sewerage commission, and the water company, half his salary to be paid by the sewerage commission, and half by the two other parties. In order to facilitate coordination of activities, the engineer's office was moved into a city building.⁵⁸

In 1865 the Annapolis Water Company was incorporated as a private company.⁵⁹ In 1904 the city corporation was authorized to purchase at their discretion the water company stock whenever it was available.⁶⁰ In 1912 the company was ordered to include the mayor on its board of directors.⁶¹ By 1918 the city had acquired all the stock and was operating the company.⁶² In that year the company was reorganized to provide for its management as a publicly owned utility, with three members of the corporation sitting on its five-man board.⁶³ In 1931 the act of 1918 was repealed and reenacted with changes and additions. At present, board members must be members of the corporation. The city treasurer also collects all water rents and maintains a separate set of accounts and books for that purpose.⁶⁴

In 1874 the Governor was instructed to appoint three residents of Annapolis to serve as a board of police commissioners, which would select and supervise a police force for the town.⁶⁵ In subsequent years various changes were made in the administration of the police department. At present the corporation appoints a police commissioner from among those highest on the list of eligible applicants. The commissioner is in complete charge of the operation of the department.⁶⁶

The corporation selects annually three of its members to serve as a committee to examine applications for the fire department. Appointments and promotions are made from an eligible list compiled by the committee.⁶⁷

The records of the corporation are kept in the City Hall on Duke of Gloucester Street. Many old records are kept at the Hall of Records.

58. Ibid., ch. 445.

59. Laws 1865, ch. 123.

60. Laws 1904, ch. 322.

61. Laws 1912, ch. 86, sec. 2.

62. Laws 1918, ch. 205.

63. Ibid.

64. Laws 1931, ch. 534, sec. 89.

65. Laws 1874, ch. 421.

66. Laws 1931, ch. 155.

67. Ibid.

City Clerk

General Administration

801. JOURNAL OF PROCEEDINGS, 1819-50, 1863--. 19 vols. (dated). 5 vols., 1819-50, not titled. 1720-22, 1757-65, 1780-81, 1783-84, 1789-1819 in Journal (Mayor's Court Proceedings), entry 802.

Record of proceedings at meetings of the mayor and council, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 300 pp. $14\frac{1}{2}$ x 10 x $1\frac{1}{2}$. 7 vols., 1819-50, 1863-77, Hall of Records; 7 vols., 1877-1904, 1927--., clerk's office; 5 vols., 1905-26, storeroom.

802. JOURNAL (Mayor's Court Proceedings), 1720-85, 1787, 1789-1830. 13 vols. (1 vol. labeled Liber B; 3 vols. dated). Title varies: Misc., 4 vols., 1779-85, 1787, 1789-94, 1800-1830. 8 vols., 1720-85, 1787, 1789-1807, 1825, not titled.

Record of proceedings of the mayor's court 1720-22, 1753-57, 1766-72, 1779-85, 1787, 1789-96, 1798-1807, 1811-18, including civil and criminal trials, impaneling of jurors, and presentments and indictments of grand jury, giving names of mayor, council, sheriff, grand and petit jurors, plf., deft., and witnesses, nature of case, charge or action, and verdict or judgment. Contains: Journal of Proceedings, 1720-22, 1757-65, 1780-81, 1783-84, 1789-1819, entry 801; Test Book, 1819-25, 1828-30, entry 827; Assessments, 1825, entry 807; Licenses, 1823, 1825, 1826, 1828, entry 815; Record of Elections, 1789, 1793, entry 828; Deeds for Lots, 1720-84, entry 846. No orderly arrangement. Hdw. Aver. 215 pp. $8\frac{1}{2}$ x 7 x 1, 16 x 10 x 2. Hall of Records.

803. MAYOR'S CORRESPONDENCE FILE, 1939--. Est. 150 papers in 1 f.d.

Routine correspondence of the mayor. Arr. alph. by subject and chron. thereunder. Hdw.; typed. 11 x 12 x 24. Clerk's office.

804. CORRESPONDENCE, 1934--. Est. 15,000 papers in 3 f.d. (dated by year).

Routine correspondence of city clerk. Arr. alph. by subject and chron. thereunder. Hdw.; typed. 11 x 12 x 24. Clerk's office.

By-laws and Ordinances

805. BY-LAWS AND ORDINANCES, 1760, 1792-1816, 1826-46, 1881--. 6 vols. Title varies: Misc., 1 vol., 1760, 1797-99; Ordinance, 1 vol., 1881-97; Record, 1 vol., 1898-1925. 1 vol., 1792-1816, not titled. 1848-54 in Orders and Resolutions, entry 839.

Record of by-laws and ordinances adopted by mayor and council, giving title of ordinance, terms of ordinance, dates read and enacted, and signature of clerk. Arr. chron. by date of ordinance. 2 vols., 1898--., indexed alph. by name of law or ordinance. Hdw. Aver. 300 pp. 13 x 8

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x $\frac{1}{2}$, 16 x 11 x 2. 4 vols., 1760, 1792-1816, 1826-46, 1881-97, Hall of Records; 1 vol., 1898-1925, record rm.; 1 vol., 1926--, clerk's office safe.

806. BY-LAWS AND ORDINANCES, 1779--. Est. 800 papers in 4 f.d. (1 f.d. misdated 1700 to 1849). 1 f.d., 1934--, subtitled Current.

Original copies of by-laws and ordinances passed by the mayor and council, recorded in entry 805. Arr. chron. by date of ordinance. Hdw. 10 x 5 x 15. 2 f.d., 1779-1919, Hall of Records; 2 f.d., 1913--, clerk's office.

Assessments

807. ASSESSMENT BOOK, 1819, 1831-39, 1860, 1876, 1897, 1911, 1918, 1925, 1938. 15 vols. (3 vols. numbered 1-3; 6 vols. lettered by division of alphabet contained). Title varies: Assessments, 3 vols., 1897; Tax Assessments, 2 vols., 1938. 1825 in Journal (Mayor's Court Proceedings), entry 802.

Record of assessments, giving name of property owner, lot no., value per acre, location, description of property and stock in trade, real and personal, total value, additions and subtractions by transfer, securities, livestock, furniture, and jewelry. Arr. alph. by name of taxpayer. Indexed alph. by name of taxpayer. Hdw. 1819, 1831-39, 1860, 1876; hdw. under ptd. head 1897, 1911, 1918, 1925, 1938. Aver. 300 pp. 23 x 16 x $1\frac{1}{2}$. 2 vols., 1819, 1831-39, Hall of Records; 3 vols., 1897, clerk's office; 10 vols., 1860, 1876, 1911, 1918, 1925, 1938, storeroom.

808. ASSESSMENT OF NEGRO SLAVES OF CITY OF ANNAPOLIS 1860, 1860. 1 vol.

Record of assessment of Negro slaves, giving name of owner, age and sex of slave, value, amount of assessment, taxes, interest, total. Arr. alph. by name of owner. Hdw. 150 pp. 23 x 16 x $\frac{1}{2}$. Storeroom.

809. TRANSFER BOOK DEDUCTIONS, 1866, 1876. 2 vols.

Record of tax abatements and transfers, giving name of taxpayer, description of real and personal property, and total assessed value. Arr. alph. by name of taxpayer. Hdw. under ptd. head. Aver. 400 pp. 15 x $10\frac{1}{2}$ x $1\frac{1}{2}$. Storeroom.

Streets

810. REPORTS OF CITY ENGINEER AND JOINT COMMITTEE ON STREETS, 1900-1916. Est. 45 papers in 1 f.d.

Reports to mayor and city council on work done on city streets, giving date, location, type of work, time required, no. of men, and a list of material; also contains reports of joint committee on streets, giving recommendations for improvements and elimination of hazards. Arr. chron. by date of report. Hdw. 10 x 5 x 15. Clerk's office.

811. CITY COMMISSIONERS REPORT TO CITY, 1850-51, 1855-60, 1888-1906. Est. 1,000 papers in 2 f.d., 51 bundles.

Reports of expenditures for street opening and paving, made by the city

commissioners, giving name of commissioner, date of report, amount of appropriation, amount paid to employees, totals, and signature of city commissioner; also includes receipts signed by employees. Arr. chron. by date of report. Hdw. under ptd. head. F.d. 10 x 5 x 15; bundles 8½ x 11 x ½. Storeroom.

812. APPROPRIATION LICENSES & C, 1904-6. 1 vol. (Chas. H. Russell of J. Coll & Treas. 1905).

Record of appropriations and expenditures for streets, giving date, order no., name of payee, and amount. Arr. chron. by date of payment. Hdw. 135 pp. 14 x 8½ x ½. Storeroom.

813. LEDGER (Appropriations), 1899-1901, 1909-12. 2 vols.

Record of appropriations and expenditures for street cleaning department 1899-1901, giving date, amount appropriated, balance, amount of expenditure, purpose, and balance. Contains: Street Repairs, 1909-12, entry 814. Arr. chron. by date of recording. Indexed alph. by name of account or street. Hdw. Aver. 300 pp. 14 x 9 x 1. Storeroom.

814. (STREET REPAIRS), 1909-12. In Ledger (Appropriations), entry 813.

Record of orders to repair streets, giving name of street, order no., name of property owner, date notified, and date repaired.

Licenses and Permits

815. JOURNAL (Licenses), 1919--. 5 vols. 2 vols., 1919-23, 1935--; not titled. 1823, 1825, 1826, 1828 in Journal (Mayor's Court Proceedings), entry 802.

Record of licenses and permits issued, giving date of issue, name of licensee, amount of fee, and type of license; also includes recapitulations 1936--; giving date and amount of money deposited in bank. Arr. chron. by date of issue. Hdw. Aver. 300 pp. 10 x 12 x ½, 13 x 9 x ½. 4 vols., 1919-35, storeroom; 1 vol., 1936--; clerk's office.

816. LEDGER (License Fees), 1911-15, 1923-33. 3 vols. 1 vol., 1911-15, not titled.

Ledger account of license fees received, giving date, type of license, no. issued, amount received in fees, and total. Arr. chron. by date of receipt within type of license. Hdw. Aver. 300 pp. 13 x 9 x 1½. Storeroom.

817. BUILDING PERMITS, 1933--. 5 vols.

Stubs of building permits issued, giving date, type of building and roof, cost, name of owner, acknowledgment, and signature. Arr. chron. by date of issue. Hdw. on ptd. form. Aver. 100 pp. 12 x 10 x 1. Clerk's office.

818. BUILDING PERMITS, 1930-32. Est. 200 papers in 1 f.d.

Copies of building permits issued, giving date, name of contractor, location of proposed building, description of structure, cost, and use of premises. Arr. chron. by date of issue. Hdw. on ptd. form. 10 x 5 x 15. Clerk's office.

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(819-826)

819. APPLICATION AND PERMIT DOMESTIC OIL BURNER, 1932--. Est.
400 papers in 1 f.d.

Copies of applications and permits for installation of oil burners, giving date, location, type, name of owner of building, capacity, trademark, cost of installation, and report of inspection. Arr. chron. by date of application. Hdw. and typed on ptd. form. $6\frac{1}{2} \times 8\frac{1}{2} \times 13$. Clerk's office.

820. (PERMITS FOR OPENING STREETS), 1909-10. 1 vol.

Record of permits for opening streets for repairs, giving name of street, permit use, property owner, location, date, and type of repairs. No orderly arrangement. Indexed alph. by name of street. Hdw. 200 pp. $14 \times 8 \times 1$. Storeroom.

821. SEWER PERMITS, 1900-1904. 1 vol.

Record of permits issued to tap sewers, giving date, name of home owner, address, and amount of fee. Arr. chron. by date of issue. Hdw. 150 pp. $14 \times 8\frac{1}{2} \times 1$. Hall of Records.

822. AUCTION BOOK, 1810-17. 1 vol.

Record of auction licenses and taxes, giving list of auctioneers' stalls, license no., and amount paid 1810-16; name of auctioneer, name of owner for whom sold, amount of sale, auctioneer's commission, and corporation fee 1811-13. Contains: Dog Licenses, 1810-17, entry 823. Arr. chron. by date of issue. Hdw. 50 pp. $12 \times 8 \times \frac{1}{2}$. City treasurer's safe.

823. (DOG LICENSES), 1810-17. In Auction Book, entry 822.

Record of dog licenses issued, giving name of owner, no. of dogs, and amount paid.

824. RECORD LIQUOR LICENSES, 1890-97, 1903-17. 1 vol. (From 1890 to).

Transcript of proceedings in the issuance of liquor licenses, including petitions, bonds, affidavits, and orders granting licenses. Arr. chron. by date of recording. Hdw. 714 pp. (403 used) $13\frac{1}{2} \times 9\frac{1}{2} \times 3$. Storeroom.

City Officials

825. BONDS (City Officials), 1931--. Est. 400 papers in 1 f.d.

Bonds executed by city officials for proper performance of the duties of their office, giving name of official, office, amount of bond, terms of bond, signatures of official and sureties, and date. Arr. chron. by date of recording. Hdw. and typed on ptd. form. $11 \times 12 \times 24$. Clerk's office.

826. RECORD BOOK, BOND BOOK, 1860-68. 1 vol.

Copies of bonds furnished by all city employees, giving date, name of employee, type of employment, names of sureties, conditions of bond, amount, and signatures of sureties and city clerk. Arr. chron. by date of recording. Hdw. 300 pp. $13 \times 8 \times 1$. Storeroom.

827. TEST BOOK, 1854-1919. 1 vol. 1819-25, 1828-30 in Journal (Mayor's Court Proceedings), entry 802.

Oaths of city officials, taken when sworn into office, giving date, name of official, name of office, terms of oath, and signature of official. Arr. chron. by date of oath. Hdw. 126 pp. 13 x 8 x 1. Hall of Records.

828. (RECORD OF ELECTIONS), 1819-22, 1852-55. 2 vols. 1789, 1793 in Journal (Mayor's Court Proceedings), entry 802.

Record of elections for city officials, giving names of judges, list of voters, and itemized returns for each office; also record of elections for Congress 1789. Arr. chron. by date of election. Hdw. Aver. 55 pp. 13 x 8 x $\frac{1}{2}$. Hall of Records.

Reports

829. CITY TREASURER'S REPORTS, 1850-63, 1883-85, 1889--. Est. 10,000 papers in 24 f.d. Title varies: Collector and Treas., 10 f.d., 1850-63, 1883-85, 1889-1900; Reports of Coll. and Treas., 8 f.d., 1900-1928. 3 f.d., 1913-29, 1931-32, not titled.

Reports of the city treasurer to the mayor and council, giving date and itemized list of receipts and expenditures of the city. Arr. chron. by date of report. Hdw. 10 x 5 x 15. 10 f.d., 1850-63, 1883-85, 1889-1900, Hall of Records; 14 f.d., 1900--, clerk's office.

830. MAGISTRATE'S REPORTS, 1892-1910, 1923-29, 1936--. Est. 500 papers in 3 f.d., 1 bundle. Title varies: Justice of Peace Reports, 1 f.d., 1 bundle, 1892-1910, 1923-29.

Reports of justices of the peace to the mayor and council, giving date, list of arrests, convictions, fines and sentences imposed, and total amount of cash received from fines. Arr. chron. by date filed. Hdw. F.d. 10 x 5 x 15; bundle 9 x 12 x 5. 1 bundle, 1923-29, Hall of Records; 3 f.d., 1892-1910, 1936--, clerk's office.

831. REPORTS CHIEF OF POLICE, 1887-1929. Est. 700 papers in 2 f.d. (1 f.d. labeled F.R.S. 1919). Title varies: Chief of Police Round Sergeant, 1 f.d., 1887-1918.

Reports of the chief of police to the mayor and council, giving date of report, amount of money appropriated, list of officers on the force, salaries, hours worked, and accounts of arrests and disturbances. Arr. chron. by date filed. Hdw. 1887-1922; hdw. on ptd. form 1923-29. 10 x 5 x 15. 1 f.d., 1887-1918, Hall of Records; 1 f.d., 1919-29, clerk's office.

832. FIRE MARSHALL'S REPORTS, 1887--. Est. 650 papers in 1 f.d.

Monthly reports of fire marshall to mayor and council, giving date, condition of buildings and equipment, list of alarms turned in, extent of damage, list of ambulance calls received, and services rendered. Arr. chron. by date of report. Hdw. 10 x 5 x 15. Clerk's office.

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(833-839)

833. HEALTH OFFICER, 1891--. Est. 700 papers in 1 f.d. Reports of the city health officer to the mayor and council, giving date, account of routine inspections of schools, clinic reports, prevalence of contagious diseases, kind of work done, expenditures, and recommendations. Arr. chron. by date of report. Hdw. 10 x 5 x 15. Clerk's office.

834. WATER COMPANY REPORTS, 1912--. Est. 300 papers in 1 f.d. Financial reports of the water company to the mayor and council, giving itemized list of receipts, expenditures, assets and liabilities. Arr. chron. by date of report. Typed. 10 x 5 x 15. Clerk's office.

835. MARKET MASTER REPORTS, 1917--. Est. 185 papers in 3 f.d. Financial reports of monthly collections for rental of space and stalls; also contains receipt stubs, giving names of lessee, date, amount collected, term of rental, and signature of market master. Arr. chron. by date of report. Financial reports, typed; stubs, hdw. on ptd. form. 10 x 5 x 15. Clerk's office.

836. DAILY REPORTS OF THE ANNAPOLIS INCINERATOR PLANT, 1935-37. 3 vols. 1938-- in Incinerator Reports, entry 875. Daily reports of incinerator operation, giving sheet no., date, weather condition, meter readings morning and evening, names of operators of plant and trucks, total loads, tare and net weights, total ashes and garbage, truck expenses including oil and gas, and remarks. Arr. numer. by sheet no. Typed on ptd. form. Aver. 190 pp. 16 x 8 $\frac{1}{2}$ x 1, 16 x 11 x 1. Storeroom.

Finances

837. MONTHLY REPORTS CITY CLERK, 1887--. Est. 500 papers in 3 f.d. Title varies: Clerk's Reports, 1 f.d., 1887-1919. Monthly reports of the city clerk to the mayor and council, giving date, summary of business transacted, licenses issued, and fees received. Arr. chron. by date of report. Hdw. 10 x 5 x 15. 1 f.d., 1887-1919, Hall of Records; 2 f.d., 1919--, clerk's office.

838. VOUCHERS, 1934--. Est. 1,500 papers in 3 f.d. Vouchers for payment of city expenditures, giving date of payment, check no., amount, name of payee, nature of disbursement, and city office. Arr. chron. by date of payment. Hdw. on ptd. form. 10 x 5 x 15. Clerk's office.

839. ORDERS AND RESOLUTIONS, 1826-43, 1848-53, 1867-1917. 6 vols. (1 vol. No. 1; 3 vols. dated). Title varies: Book No. 1 Orders, 1 vol., 1879-90; Record Orders, 1 vol., 1890-98. 3 vols., 1826-43, 1848-53, 1867-79, not titled. Copies of resolutions by mayor and council authorizing expenditures and journal record of expenditures against orders. Contains: By-Laws and Ordinances, 1848-54, entry 805. Arr. chron. by date of order within account. 4 vols., 1826-43, 1848-53, 1879-98, indexed numer. by order no. Hdw. Aver. 280 pp. 10 x 8 x 1, 13 x 8 x 1. Hall of Records.

840. APPROPRIATIONS, 1877-1917. 3 vols. Title varies: Records, 1 vol., 1898-1917.

Record of appropriations for municipal departments, giving order no., amount, purpose, and date of appropriation. Arr. chron. by date of recording. 3 vols., 1891-1917, indexed numer. by order no. Hdw. Aver. 300 pp. $12\frac{1}{2}$ x $7\frac{1}{2}$ x 1. Hall of Records.

841. BILLS (Accounts Passed), 1825-43, 1848-1907. 3 vols.

Record of accounts passed by the mayor and council, giving date, name of payee, and amount. Arr. chron. by date of payment. Hdw. Aver. 150 pp. 13 x 8 x 1, 15 x 6 x 1. Hall of Records.

842. LEDGER, 1826-28, 1838-47, 1852-62, 1875-79, 1911-12, 1920-34. 10 vols. 1 vol., 1911-12, not titled.

Ledger account of city clerk, giving date, name of account, credits and debits, and balance. Arr. chron. by date of entry within account. 3 vols., 1838-47, 1852-58, 1875-79, indexed alph. by name of account. Aver. 300 pp. $12\frac{1}{2}$ x $8\frac{1}{2}$ x $1\frac{1}{2}$, 18 x $13\frac{1}{2}$ x 2. 4 vols., 1826-28, 1838-47, 1852-62, Hall of Records; 6 vols., 1875-79, 1911-12, 1920-34, storeroom.

843. JOURNAL, 1838-52. 1 vol.

Daily record of total cash receipts and disbursements. Arr. chron. by date of recording. Hdw. 265 pp. $12\frac{1}{2}$ x 8 x $1\frac{1}{2}$. Hall of Records.

844. DAY BOOK, 1826-28, 1846-72. 5 vols. (1 vol. lettered B). 2 vols., 1846-56, not titled.

Daily record of cash receipts and disbursements: receipts, giving date, name of payer, amount, and purpose; disbursements, date, name of payee, amount, and purpose. Arr. chron. by date of recording. Hdw. Aver. 150 pp. $12\frac{1}{2}$ x 8 x 1. Hall of Records.

Miscellaneous

845. CURRENT CONTRACTS AGREEMENTS, 1857--. Est. 250 papers in 2 f.d.

Contracts and agreements for work to be done for city, giving date, names of contracting parties, terms of agreement, and signatures. Arr. chron. by date of contract. Hdw.; typed on ptd. form. 10 x 5 x 15. Clerk's office.

846. (DEEDS FOR LOTS), 1720-84. In Journal (Mayor's Court Proceedings), entry 802.

Copies of deed for lots sold by the mayor and council, giving name of grantee, and lot no. Indexed alph. by name of grantee.

847. WORKS PROGRESS ADMINISTRATION BETTER HOUSING AUTHORITY, ETC., 1933--. Est. 300 papers in 1 f.d.

Correspondence, plans, estimates, blueprints, and drawings, relating to housing and other federal projects. Arr. chron. by date of paper within subject. Hdw.; typed. 11 x 12 x 24. Clerk's office.

Annapolis -
City Treasurer

(848-853)

848. REGISTER OF DEATHS, October 1899-September 1918. 3 vols. (dated; 1 vol. labeled Wm. S. Welch [Health Officer]). Records of deaths, giving name, place of death, date, sex, color or race, marital status, date of birth, age, occupation, birthplace, names of parents and their birthplace, name of informant, name of local registrar, and physician's certificate, showing cause of death. Arr. chron. by date of recording. Hdw. on ptd. form. Aver. 125 pp. $15\frac{1}{2}$ x $10\frac{1}{2}$ x 1. Hall of Records.

849. PAPERS RELATING TO THE BICENTENNIAL - SERMONS PREACHED, 1908. Est. 65 papers in 1 f.d. (Nov. 22, 1908). Miscellaneous material gathered for the celebration of the 200th anniversary of the granting of the charter of Annapolis, including sermons preached in the various churches, and programs of the celebration; also contains contracts for concessions and a few original deeds pertaining to the early settlement of Annapolis. No orderly arrangement. Hdw., typed, and ptd. 10 x 5 x 15. Clerk's office.

City Treasurer

Receipts and Disbursements

850. LEDGER, 1819-26, 1879--. 10 vols. (5 vols. lettered K, L, M, O, P). 1 vol., 1933--, not titled. Ledger account of receipts and disbursements, giving name of account, date, and amount paid. Arr. chron. by date of recording within account, 1819-26, 1879-1932; arr. alph. by name of account, 1933--. 9 vols., 1819-26, 1879-1932, indexed alph. by name of account. Hdw. Aver. 425 pp. 9 x 12 x 1 $\frac{1}{2}$; $15\frac{1}{2}$ x 10 x 2. 4 vols., 1819-26, 1879-1903, storeroom; 6 vols., 1904--, treasurer's office.

851. (GENERAL JOURNAL), 1933--. 1 vol. General journal record of all transactions, giving date, explanation, and amount debited and credited. Arr. chron. by date of recording within account. Hdw. 76 pp. 17 x 15 x 1.

852. (CASH DISBURSEMENTS), 1934--. 1 vol. 1802-1934, scattered, in Journal, entry 854. Record of cash disbursements, giving date, explanation, voucher no., account, sinking fund deposits and withdrawals, check no., and deposits and withdrawals from banks. Arr. chron. by date of recording. Hdw. under ptd. head. 350 pp. 15 x 10 x 2.

853. (CASH RECEIPTS), 1934--. 1 vol. 1802-1934, scattered, in Journal, entry 854. Record of cash receipts, giving date, explanation, receipt no., total cash, taxes receivable, interest, miscellaneous revenue account, and general ledger account. Arr. chron. by date of recording. Hdw. under ptd. head. 350 pp. 15 x 10 x 2.

(854-861)

Annapolis -
City Treasurer

854. JOURNAL, 1802-12, 1819-20, 1824-26, 1828-38, 1848-52, 1893-1902, 1907-30, 1933-34. 14 vols. (2 vols. dated). Title varies: Cash Book, 6 vols., 1802-12, 1893-97, 1907-24; Day Book, 2 vols., 1819-20, 1824-26, 1898-1902. 2 vols., 1828-38, 1848-52, not titled. 1934-- in Cash Disbursements and Cash Receipts. entries 852, 853.

Daily record of cash receipts and disbursements: receipts give name of payer, amount of tax and interest, total, and distribution; disbursements, name of payee, amount, and monthly balance. Arr. chron. by date of recording. Hdw. Aver. 325 pp. 12 x 7 $\frac{1}{2}$ x 1 $\frac{1}{2}$, 15 $\frac{1}{2}$ x 10 x 1. 8 vols., 1802-12, 1819-20, 1824-26, 1828-38, 1848-52, 1893-1902, 1907-15, storeroom; 6 vols., 1916-30, 1933-34, treasurer's office.

855. JOURNAL (Disbursements), 1881-1904. 8 vols. (numbered 2-9; 5 vols. also labeled Treasurer).

Journal record of disbursements, giving date, source of order, order no., amount, name of payee, and account no. Arr. chron. by date of recording. Hdw. Aver. 525 pp. 14 x 8 $\frac{1}{2}$ x 1 $\frac{1}{2}$, 16 $\frac{1}{2}$ x 10 x 2. Storeroom.

856. JOURNAL (Receipts), 1927-36. 2 vols.

Daily record of cash receipts, giving date, name of payer, account no., and amount paid. Arr. chron. by date of recording. Hdw. Aver. 300 pp. 14 x 8 $\frac{1}{2}$ x 1. Storeroom.

857. (BALANCE SHEET), 1935--. 1 vol.

Semiannual balance sheets, giving date, summarized report of all assets, liabilities, and surplus or deficit. Arr. chron. by date of report. Hdw. 76 pp. 17 x 15 x 1.

858. CITY TREASURER'S RECEIPT, 1934--. 55 vols.

Copies of receipts issued by the treasurer, giving receipt no., date, name of payer, amount received, receipts other than taxes, city taxes, interest, total, and signature of treasurer and collector. Arr. chron. by date of receipt. Hdw. on ptd. form. Aver. 100 pp. 11 x 8 $\frac{1}{2}$ x 1 $\frac{1}{2}$.

859. (PAY ROLL), 1937--. 2 vols.

Pay roll record of city employees, giving name of employee, amount of salary, and date paid. No orderly arrangement. Hdw. Aver. 107 pp. 16 $\frac{1}{2}$ x 15 x 1.

860. (TRUCKS), 1940. Est. 300 papers in 1 f.d.

Monthly reports of expenditures for gasoline and oil for city trucks, giving make and type, date, time, mileage, gallons of gasoline, cost, oil, cost, other services, nature and cost, and signature of chauffeur. Arr. chron. by date of report. Hdw. under ptd. head. 11 $\frac{1}{2}$ x 13 $\frac{1}{2}$ x 27.

861. VOUCHER RECORD, 1934--. 1 vol.

Record of vouchers for all disbursements, giving name, check no., voucher no., amount, and monthly balance. Arr. numer. by voucher no. Hdw. on ptd. form. 150 pp. 15 x 14 x 2.

Annapolis -
City Treasurer

(862-868)

862. (VOUCHERS), 1939--. Est. 7,000 papers in 2 f.d. (labeled by division of alphabet contained).

Original paid vouchers, giving date, name of payee, voucher no., date approved, signatures of mayor and city clerk, and distribution. Arr. alph. by name of payee. Hdw. and typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

Taxes

863. (Tax) LEVIES, 1913--. 14 vols. (9 vols. dated; 4 vols. labeled by name of collector and treasurer). Title varies: Tax Levy, 3 vols., 1913-16, 1919-20. 5 vols., 1918-19, 1923-27, 1936--., not titled.

Record of annual tax rolls and levies, giving date, name of taxpayer, assessed value of all property, effective tax rates and amounts due on each, total, date due, and date paid. Arr. alph. by name of taxpayer. Hdw. on ptd. form. Aver. 250 pp. $15 \times 11 \times 1$, $19 \times 23 \times 1\frac{1}{2}$. 7 vols., 1913-25, storeroom; 7 vols., 1925--., treasurer's office.

864. CASH (Tax Collections), 1915--. 8 vols. Title varies: Journal, 1 vol., 1932-34. 3 vols., 1928-32, 1934--., not titled.

Daily record of total cash receipts of taxes, giving date, explanation, amount, distribution by type of tax, and totals. Arr. chron. by date of recording. Hdw. 1915-34; hdw. under ptd. head 1934--. Aver. 250 pp. $13\frac{1}{2} \times 8\frac{1}{2} \times 1$, $15 \times 28 \times 1$. 3 vols., 1915-20, 1923-29, storeroom; 5 vols., 1919-25, 1928--., treasurer's office.

865. PAID TAXES, 1938--. Est. 1,200 papers in 2 f.d. 1 f.d., 1938--., not titled.

Duplicate tax bills of paid and unpaid taxes, giving name, address, total assessment, amount of city tax and metropolitan sewer tax, total, and index number. Arr. alph. by name of taxpayer. Typed on ptd. form. $6 \times 8 \times 17$.

Assessments

866. (TAXABLE BASIS), 1929-33. 1 vol.

Record of property assessed for taxes, giving name of property owner, yearly assessed valuation of real and personal property, and totals. Arr. alph. by name of owner. Hdw. 30 pp. $16 \times 15 \times \frac{1}{2}$. Storeroom.

867. AUTOMOBILES, 1927-28. 1 vol.

Record of automobile assessments, giving year, name of owner, type of car, and assessed value. Arr. alph. by name of owner. Typed. 75 pp. $16 \times 14 \times 1$. Storeroom.

Miscellaneous

868. MISCELLANEOUS, 1936--. Est. 600 papers in 1 f.d.

Routine correspondence of the treasurer; also contains summaries of accounts receivable and payable, tax levies, and budget estimates. Arr. alph. by name of subject. Hdw.; typed. $11\frac{1}{2} \times 13\frac{1}{2} \times 27$.

(869-874)

Annapolis - Purchasing Agent; Supervisors of Election; City Engineer

869. PURCHASE ORDER, 1936-37. Est. 2,700 papers in 1 f.d. Duplicate orders authorizing purchases for city purposes, giving date, order no., department, requisition no., item no., quantity, description of article, and price. Arr. numer. by order no. Hdw. on ptd. form. 11 x 13 x 23 $\frac{1}{2}$.

For purchase orders 1939--., see entry 870.

Purchasing Agent

870. (PURCHASE ORDERS), 1939--.. Est. 12,000 papers in 3 f.d. Duplicate orders authorizing purchases for city purposes, giving date, department, requisition no., item no., quantity, description of item and price; also contains routine correspondence. Arr. alph. by name of vendor. Typed on ptd. form. 12 x 13 $\frac{1}{2}$ x 28. Office.

For purchase orders 1936-37, see entry 869.

Board of Supervisors of Election

871. MINUTES, 1929--.. 1 vol.

Record of proceedings at election board meetings, giving date, names of judges and clerks appointed, election returns, and signed and acknowledged copies of oaths. Arr. chron. by date of meeting. Hdw. 152 pp. 14 x 8 $\frac{1}{2}$ x $\frac{1}{2}$. Clerk's office.

872. REGISTER OF VOTERS, 1921--.. 16 vols. (labeled by election district and precinct).

Record of qualified voters, giving name, residence, length of residence, address, color, if sworn or affirmed, if naturalized, education, male or female, date, and signature. Arr. alph. by name of voter within election precinct. Hdw. on ptd. form. Aver. 200 pp. 23 x 18 x 1 $\frac{1}{2}$. Clerk's office.

873. POLL BOOK, 1925, 1925, 1932, 1933, 1937. 43 vols. 31 vols., 1925, 1937, not titled.

Lists of qualified voters, giving precinct no. and name of voter. No orderly arrangement. Hdw. Aver. 40 pp. 10 x 7 $\frac{1}{2}$ x $\frac{1}{2}$, 11 x 7 x $\frac{1}{2}$. Store-room.

City Engineer

874. DELIVERY TICKETS, PURCHASE ORDERS, INCINERATOR REPORTS, CITY ENGINEER, 1938--.. Est. 1,200 papers in 1 f.d.

Duplicate purchase orders and delivery tickets for purchases made by the city engineer, giving date issued, name of requisitioner, requisition no.,

Annapolis -
Water Company

(875-880)

delivery instructions, item, quantity, unit, description, unit price, amount, appropriation item, funds available, and signature of purchasing agent. Contains: Incinerator Reports, 1938--; entry 875. Arr. chron. by date filed. Hdw. and typed on ptd. form. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$.

875. (INCINERATOR REPORTS), 1938--. In Delivery Tickets, Purchase Orders, Incinerator Reports, City Engineer, entry 874. 1935-37 in Daily Reports of The Annapolis Incinerator Plant, entry 836.

Daily reports of incinerator operation, giving date, weather conditions, temperature, meter readings, direction and velocity of wind, names of operators, time fire started and out, names of drivers, truck nos., total loads, tare and net, time in and out for loads, and totals for operation and loads.

876. CITY ENGINEER CORRESPONDENCE, 1939--. Est. 900 papers in 1 f.d.

Routine correspondence of the city engineer. Arr. alph. by name of correspondent or subject. Hdw.; typed. $11\frac{1}{2} \times 13\frac{1}{2} \times 26$.

Annapolis Water Company

General Administration

877. RECORDS (Proceedings), 1879--. 4 vols. 1 vol., 1879-1903, not titled.

Record of proceedings at meetings of the water board, giving date of meeting, names of members present, and business transacted. Arr. chron. by date of meeting. Hdw. Aver. 350 pp. $11\frac{1}{2} \times 8\frac{1}{2} \times 2$, $14 \times 8\frac{1}{2} \times 2$. 2 vols., 1879-1923, storeroom; 2 vols., 1924--., office.

878. GENERAL CORRESPONDENCE, 1936--. Est. 2,500 papers in 1 f.d. (dated).

Routine correspondence of the water board with carbon copies of replies. Arr. alph. by subject. Hdw. $12 \times 15\frac{1}{2} \times 17\frac{1}{2}$. Office.

879. LETTERS, 1880-1909. 3 vols.

Copies of outgoing letters of the water board. Arr. chron. by date of letter. 2 vols., 1880-92, 1902-9, indexed alph. by names of correspondent. Hdw. Aver. 495 pp. $12 \times 10 \times 1$. Storeroom.

880. REPORTS STATISTICAL DATA AND PAY ROLLS (Miscellaneous), 1936--. Est. 4,000 papers in 1 f.d.

Miscellaneous reports and correspondence, including financial reports, chemical reports, engineering reports, permits and applications for permits, and quarterly pay roll reports. Arr. alph. by subject or correspondent. Hdw.; typed. $12 \times 15\frac{1}{2} \times 17\frac{1}{2}$. Office.

(881-887)

Annapolis -
Water Company

881. (ANNUAL REPORT OF ANNAPOLIS WATER COMPANY TO THE PUBLIC SERVICE COMMISSION OF MARYLAND), 1911-17. 7 vols.

Annual report of water company to the Public Service Commission, giving statement of ownership, balance sheet with supporting schedules, operating revenues and expenses, description of water supply, pumping systems and distribution system, accident record during the year, water rates, general information regarding water company, franchise conditions, important changes during the year, and affidavit. Arr. chron. by year. Hdw. on ptd. form. Aver. 15 pp. 12 x 9 x $\frac{1}{2}$. Storeroom.

882. STOCK LEDGER, 1890-1911. 1 vol. (No. 1).

Record of stock ownership, giving date, name of purchaser, no. of shares, par value, date of last sale, and certificate no. Arr. chron. by date of recording. Indexed alph. by name of owner. Hdw. 320 pp. 8 x 10 $\frac{1}{2}$ x 1. Storeroom.

883. TRANSFER BOOK, 1897-1908. 1 vol. (No. 2). 1866-96 in Dividend Book, entry 884.

Record of transfers of stock ownership, giving date, certificate no., transfer no., name of transferee, and signature of owner and witnesses. Arr. numer. by transfer no. Hdw. 165 pp. 14 x 9 $\frac{1}{2}$ x $\frac{1}{2}$. Storeroom.

884. DIVIDEND BOOK, 1881-94, 1898-1912. 2 vols. (No. 2).

Record of dividends paid, giving dividend no., rate, date payable, name of stockholder, no. of shares, amount of dividend less taxes, net amount paid, date, and check no. Contains: Stock Transfers, 1866-96, entry 883. Arr. chron. by date of dividend. Hdw. under ptd. head. Aver. 165 pp. 16 x 13 x $\frac{1}{2}$. Storeroom.

Water Consumption

885. (CONSUMERS), 1935--. Est. 7,000 cards in 6 f.d. (3 f.d. labeled by division of alphabet contained; 3 f.d. labeled by names of streets contained).

Card record of all consumers, classed by name and by street, giving folio of record or no. of street, name of consumer, address, rate, type of service, whether residence, apartment, hotel, business or other type of building, date water turned off, and date turned on. Names of consumers, arr. alph.; streets, arr. alph. and numerically thereunder by street no. Typed on ptd. form. 4 x 5 $\frac{1}{2}$ x 18. Office.

886. LEDGER, 1913. 1 vol.

Census of homes using city water and non-users, giving name of resident, address, if user, no. of faucets, and if non-user, source of supply. Arr. alph. by name of resident. Hdw. 275 pp. 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1. Storeroom.

887. WATER RATES, 1879-1930, 1940--. 15 vols. (10 vols. numbered 1-4, 1-6; 6 vols. also labeled by letter of alphabet contained). Title varies: Water Consumers, 1 vol., 1887-95; Consumers Ledger, 6 vols., 1895-1914. 1 vol., 1879-86, not titled.

Record of water accounts, giving name of consumer, address, rate, amount due each quarter, and date paid. Arr. alph. by name of consumer. Hdw.

Annapolis -
Water Company

(888-894)

Aver. 1,050 pp. 9 x 11 x 3 $\frac{1}{2}$, 22 x 6 $\frac{1}{2}$ x 1. 13 vols., 1879-1930, storeroom; 2 vols., 1940-- , office.

888. METER LEDGER, 1905-22, 1934-36, 1938-- . 3 vols. Title varies: Metered Charges, 1 vol., 1934-36. 1 vol., 1905-22, not titled.

Record of metered water consumption, giving date, name of consumer, address, gallons consumed, charge, refund, amount paid, and date. Arr. chron. by date of recording, 1905-22, 1934-36; arr. alph. by name of consumer, 1938-- . Hdw. under ptd. head 1905-22, 1938-- ; typed on ptd. form 1934-36. Aver. 600 pp. 8 x 10 x 1, 5 x 8 x 4. 2 vols., 1905-22, 1934-36, storeroom; 1 vol., 1938-- , office.

889. COMMERCIAL REFRIGERATOR CHARGES, 1932-36. 1 vol. (dated).

Record of bills for water used for commercial refrigeration, showing information as in entry 888. Arr. chron. by date of recording. Typed on ptd. form. 1,500 pp. 5 x 9 x 2 $\frac{1}{2}$. Storeroom.

890. (COLLECTIONS), 1938. 1 vol.

Ledger record of collections, giving name and address of consumer, rates, services furnished, and date paid. Arr. alph. by name of consumer. Hdw. on ptd. form. 400 pp. 11 x 13 $\frac{1}{2}$ x 3. Office.

891. (ANALYSIS), 1930-36. 1 vol.

Quarterly analysis report of water rent collections, giving account no., balance previous quarter, charge, date, amount of refund, amount of cash received, allowances, balance current quarter, and totals. Arr. numer. by account no. Hdw. under ptd. head. 3,000 pp. 11 $\frac{1}{2}$ x 10 x 6. Storeroom.

892. COLLECTOR'S BOOK, 1920-30. 10 vols.

Record of quarterly collection accounts, giving name of consumer, address, amount due, date paid, and remarks. Arr. alph. by name of consumer. Hdw. under ptd. head. Aver. 128 pp. 9 x 5 $\frac{1}{2}$ x 1 $\frac{1}{2}$. Storeroom.

893. RECEIPTS, 1939-- . Est. 29,000 papers in 7 f.d. (3 f.d. dated). Title varies: Miscellaneous Reports, 1 f.d., January-March 1939. 3 f.d., 1939-40, not titled.

Original bills and duplicate receipted bills for water services, giving name and address of user, quarterly charge, amount of arrears, total, discount, last discount date, and date of quarter. Original bills, arr. alph. by name of user; duplicate bills, arr. chron. by date paid. Hdw. on ptd. form. 6 $\frac{1}{2}$ x 8 x 17, 5 $\frac{1}{2}$ x 9 x 25 $\frac{1}{2}$. Office.

894. (MISCELLANEOUS), 1935-- . Est. 900 cards in 1 f.d.

Card record of special billing addresses and group billing of water users; special billing gives names of user, and addresses to which bills are to be sent; group billing gives names of users owning several pieces of property and address to which bills are to be sent. Also contains cards removed from the Consumer file, entry 885, because of transfers to new owners or to a meter, or because of a change in rate. Arr. alph. by name of user within type of record. Typed; typed on ptd. form. 4 x 5 $\frac{1}{2}$ x 18. Office.

(895-900)

Annapolis -
Water Company

Finances

895. GENERAL LEDGER, 1886--. 5 vols. (3 vols. numbered 1-3).

Title varies: Ledger, 4 vols., 1886-1930.

Ledger account of assets, liabilities, receipts and expenditures, giving date, amount debited or credited, and folio in journal. Arr. chron. by date of recording within account, 1886-1930; arr. alph. by account, 1930--. 4 vols., 1886-1930, indexed alph. by name of account. Hdw. 1886-1936; hdw. under ptd. head 1937--. Aver. 350 pp. 9 x 12 x 1, 14 $\frac{1}{2}$ x 8 x 1. 4 vols., 1886-1930, storeroom; 1 vol., 1930--, office.

896. TRIAL BALANCE, 1895-1931. 3 vols. (2 vols. numbered 1-2).

Title varies: Statement Ledger, 2 vols., 1895-1930.

Monthly statement of balances in each account in General Ledger, entry 895, giving name of account, and amount. Arr. chron. by date of recording. Hdw. under ptd. head. Aver. 200 pp. 13 x 16 x 1, 16 x 10 $\frac{1}{2}$ x 1 $\frac{1}{3}$. Storeroom.

897. CASH, 1886-1935, 1938--. 9 vols. (5 vols. numbered 1-2, 1-3).

Title varies: Journal, 2 vols., 1886-94; Cash Book, 3 vols., 1895-1911. 2 vols., 1930-35, 1938--, not titled.

Journal record of receipts and disbursements: under receipts, giving date, name of payer, and amount; under disbursements, date, name of payee, name of bank, check no., voucher no., and amount; also includes monthly statement of cash 1886-1911. Arr. chron. by date of recording. Hdw. Aver. 225 pp. 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1, 16 x 10 x 1. 8 vols., 1886-1935, storeroom; 1 vol., 1938--, office.

898. CASH RECEIPTS AND DISBURSEMENTS, 1935--. 2 vols. (1 vol. labeled No. 2).

Record of receipts, giving date, name of payer or source, and amount; under disbursements, date, name of payee, voucher and check no., amount, discounts, and account. Arr. chron. by date of recording. Hdw. Aver. 150 pp. 13 x 15 x 1 $\frac{1}{2}$. Office.

899. BLOTTER, 1878-84. 1 vol. (dated; No. 1).

Record of receipts and disbursements, giving date, name of payer or payee, amount, purpose, and totals. Arr. chron. by date of recording. Hdw. 100 pp. 12 x 5 x 1 $\frac{1}{2}$. Storeroom.

900. DAILY CASH SHEETS, 1904-30, 1937--. 12 vols. Title varies: Ledger, 1 vol., 1904-10; Day Book, 3 vols., 1910-13, 1917-21, 1923-27; Day, 4 vols., 1913-17, 1927-30. 2 vols., 1921-23, not titled.

Daily record of cash receipts, giving 1904-30, date, name of payee, amount paid, and total receipts; 1937--, date, name of taxpayer, code no., discount, amount paid, and totals. Arr. chron. by date of recording. Hdw. Aver. 375 pp. 11 x 10 x 1, 16 $\frac{1}{2}$ x 7 x 1 $\frac{1}{2}$. 10 vols., 1904-30, storeroom; 2 vols., 1937--, office.

Annapolis - Police
Department

(901-908)

901. SCRATCH BOOK, 1895-1930. 4 vols. (1 vol. labeled by name of secretary-treasurer; 3 vols. dated). 3 vols., 1917-30, not titled.

Temporary record of daily cash receipts, later transcribed in permanent record, showing information as in entry 900. Arr. chron. by date of recording. Hdw. Aver. 50 pp. 12 x 5 x $\frac{1}{8}$. Storeroom.

902. JOURNAL, 1911-30. 2 vols.

Daily record of cash collections and charges for meter installation and services, giving date, name of collector, and amount; also names of new accounts and amount of fees for permits and service. Arr. chron. by date of recording. Hdw. 270 pp. 9 x 6 x 1, 12 $\frac{1}{2}$ x 15 x $\frac{1}{2}$. Storeroom.

903. JOURNAL A.W. CO. (Annapolis Water Company), 1911-27. 1 vol. Monthly schedule of accounts receivable, giving date, name of account, and amount. Arr. chron. by date of recording. Hdw. 150 pp. 14 x 8 $\frac{1}{2}$ x 1. Storeroom.

904. (DAY BOOK), 1913-29. 1 vol.

Daily record of expenditures, giving date, name of payee, and amount paid. Arr. chron. by date of recording. Indexed alph. by name of account. Hdw. 450 pp. 9 x 12 x 3. Storeroom.

905. LEDGER, 1929-30. 1 vol.

Ledger record of administrative expenditures, giving date, name of account, amount, and date paid. Arr. chron. by date of recording within account. Indexed alph. by name of account. Hdw. 375 pp. 13 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1. Storeroom.

906. VOUCHER REGISTER AND PAY ROLL DISTRIBUTION, 1911--. 4 vols. (2 vols. numbered 1-2; 1 vol. dated).

Record of vouchers issued, giving date, no., name of payee, amount, check no., purpose, and account no.; pay roll distribution gives name of employee, salary rate per month, check no. and amount. Arr. numer. by voucher no. Hdw. under ptd. head 1911-30; hdw. 1930--. Aver. 125 pp. 11 x 14 x 1, 14 x 9 x 1. 2 vols., 1911-30, storeroom; 2 vols., 1930--, office.

907. VOUCHERS, 1924--. Est. 5,000 papers in 8 f.d. (2 f.d. labeled by voucher nos. contained; 6 f.d. dated). 2 f.d., 1924-34, not titled.

Vouchers for all expenditures, giving date, voucher no., name of payee, check no., and amount. Arr. numer. by voucher no. Hdw. on ptd. form. 5 x 11 x 25, 10 $\frac{1}{2}$ x 12 $\frac{1}{2}$ x 26. 2 f.d., 1924-34, storeroom; 6 f.d., 1934--, office.

Police Department

908. (CRIMINAL RECORD), 1931--. Est. 2,000 cards in 5 f.d. (labeled A-Z and by case no. contained).

Card record of habitual criminals, giving name of criminal, alias, ad-

(909-915)

Annapolis - Police
Department

dress, age, height, occupation, charge and no. of arrests, names of arresting officers, disposition of each arrest, dates, and fingerprints. Arr. alph. by name of criminal. Separate index, entry 909. Typed on ptd. form. $6\frac{1}{2} \times 8 \times 17$.

909. (INDEX TO CRIMINAL CASES), 1935--. 1 vol.

General index to criminal record, arr. alph. by name of deft., giving address, and file no. Typed. 100 pp. $11 \times 9 \times 1$.

910. (ARRESTS), 1935--. Est. 400 papers in 6 f.d. Subtitled by type of offense.

Card record of arrests, giving name of prisoner, number, date of arrest, charge, and photograph. Arr. alph. by name of prisoner within classification. Typed. $4 \times 5 \times 17$.

911. CALL BOOK, 1927-35, 1940--. 6 vols. 1 vol., 1940--, not titled.

Record of police calls, giving date, time, origin of call, name of telephone operator, nature of call, and disposition. Arr. chron. by date of call. Hdw. $8 \times 13 \times 1$, $12 \times 5 \times 1$. 5 vols., 1927-35, storeroom; 1 vol., 1940--, office.

912. FINGERPRINT RECORDS, 1939--. Est. 600 cards in 1 f.d.

Fingerprints of criminals, giving name of criminal, alias, residence, birthplace, date of birth, age, description, nature of crime, date and place of crime, date and place of arrest, name of arresting officer, department, occupation, marital status, education, disposition, previous record and remarks, classification, reference, no., color, sex, fingerprints, any amputations, date impression taken, signature of official taking prints, and signature of person fingerprinted. Arr. alph. by name of criminal. Hdw. on ptd. form. $12 \times 16 \times 25$.

913. MISCELLANEOUS PRINTS, PICTURES, ACCIDENT REPORTS, 1938--.

Est. 100 papers in 1 f.d.

Reports of accidents, giving date, time, location, nature of accident, names of injured persons, names of others involved, amount of damage, name of reporting officer, and condition of weather. Does not contain prints or pictures. Arr. chron. by date filed. Hdw. on ptd. form. $12 \times 16 \times 25$.

914. MISSING PERSONS WANTED BY POLICE, 1939--. Est. 200 papers in 1 f.d.

Printed posters sent out by the Federal Bureau of Investigation for wanted persons, giving name and description of criminal, charge, and copy of photograph. No orderly arrangement. Ptd. $6\frac{1}{2} \times 8 \times 17$.

915. SPECIAL REPORTS, UNSOLVED CASES, OFFICIAL NOTICES, LETTERS, MONTHLY REPORTS, CITY BILLS, 1939--. Est. 700 papers in 1 f.d.

Miscellaneous reports and routine correspondence, including papers in special cases, copies of annual reports of the department, and reports of the Federal Bureau of Investigation. Arr. chron. within each category. Hdw. and typed on ptd. form. $12 \times 16 \times 25$.

916. (LEDGER), 1939--. 1 vol.

Record of expenditures by the police department, giving name of officer or account, type of expense, and amount. Arr. chron. by date of recording within account. Hdw. 100 pp. 9 x 12 x 1.

917. ROUND BOOK, 1926-37. 13 vols.

Record of telephone reports by officers on street duty, giving date, beat no., name of officer, time, and location of call box. Arr. chron. by time of call. Hdw. Aver. 200 pp. 9 x 6 x $\frac{1}{2}$, 15 x 6 x 1. Storeroom.

918. LEDGER POLICE DOCKET, 1924-35. 7 vols. (2 vols. dated).

Title varies: Record, 3 vols., 1926-35; Case Docket, 1 vol., 1930-32. 1 vol., 1933-35, subtitled Traffic Violators; 1 vol., 1933-35, subtitled Disorderly Conduct.

Record of criminal proceedings in arrests for violations of city ordinances, including traffic violations, giving date, docket no., name of deft., name of arresting officer, charge, trial, verdict, if guilty, amount of fine or sentence, if fine paid, and amount. Arr. numer. by case no. Indexed alph. by name of deft. Hdw. Aver. 260 pp. $9\frac{1}{2}$ x $7\frac{1}{2}$ x $\frac{1}{2}$, 14 x $8\frac{1}{2}$ x $\frac{1}{2}$. Storeroom.

II. ARUNDEL-ON-THE-BAY

Arundel-on-the-Bay is situated six miles south of Annapolis in the southern part of Anne Arundel County. It is a bay-shore development for summer homes of Washington and Baltimore families. The town was originally laid out by the Chesapeake and Columbia Investment Company to whom the land was conveyed by Richard M. Chase. The permanent population, according to the 1940 census, was eight.

Arundel-on-the-Bay was incorporated in May 1898 under the name of "Commissioners of Arundel-on-the-Bay." The charter provided that seven commissioners pro-tem be installed to serve until the elections of July 1899, after which date, commissioners were to be elected annually. The commissioners choose from their own number a mayor to be presiding officer and a secretary and treasurer not necessarily from their own number. The commissioners fix the bond executed by the treasurer. In case of a vacancy occurring between elections, it is filled by the commissioners.

The commissioners appoint annually three judges of election who have the power to appoint two clerks; the commissioners also appoint a bailiff and may, from time to time, appoint a tax collector. The commissioners also have the power to levy taxes, open streets, and organize a fire department. In addition, the mayor has the powers of a justice of the peace, except in the recovery of small debts. All salaries

are fixed by the commissioners.¹

Two years after the granting of the charter, the commissioners were authorized to issue bonds not exceeding \$10,000 for the purpose of constructing docks and piers, and for other necessary improvements.²

The charter provided that the records be open for public inspection at reasonable hours of the day and that a journal of the proceedings and deliberations of the commissioners be made public.³ This record is, with a few small gaps, complete from the chartering of the town. It is not accessible in the town itself, but in Washington, where all the following records are kept, in the office of Mr. Frank Van Sant, Secretary, 1016 Washington Loan and Trust Building, Washington, D.C.

919. (PROCEEDINGS), 1898-July 1921, January 1922-26, 1931--. 2 vols., 1 folder.

Record of the proceedings at meetings of the commissioners, giving date of meeting, names of members present, and business transacted. Contains: Ordinances, 1898--, entry 920; Budget, 1898--, entry 921; Building Permits, 1898--, entry 923; Cash Book Voucher Record, 1898-1920, entry 924. Arr. chron. by date of meeting. Hdw. 1898-1911; typed 1912--. Aver. 200 pp. Folder 13 x 9 x 1; vols., 10 x 9 x 1, 14 x 9 x 3.

920. (ORDINANCES), 1898-July 1921, January 1922-26, 1931--. In Proceedings, entry 919.

Copies of ordinances adopted by the town commissioners.

921. (BUDGET), 1898-July 1921, January 1922-26, 1931--. In Proceedings, entry 919.

Copies of annual town budgets, giving itemized list of estimated expenditures for the ensuing year.

922. (SALE OF ELECTRIC PLANT), 1928-36. Est. 100 papers in 2 folders.

Correspondence and agreements relating to the sale of electric plant and equipment, giving total amount received and proportionate division among original owners. Arr. chron. by date of transaction. Typed. 13 x 9 x 1.

923. (BUILDING PERMITS), 1898-July 1921, January 1922-26, 1931--. In Proceedings, entry 919.

Record of building permits granted, giving name of applicant, location of building, estimated cost at completion, and amount of fee.

1. Laws 1898, ch. 349.
2. Laws 1900, ch. 125.
3. Laws 1898, ch. 349.

924. CASH BOOK VOUCHER RECORD, 1924--. 2 vols. Title varies: Day Book, 1 vol., 1924-33. 1898-1920 in Proceedings, entry 919.

Record of receipts and expenditures, giving, under receipts, gross taxes received from county treasurer and road fund from county commissioners; under expenditures, orders of the mayor, giving voucher no., name of payee, purpose, and amount. Arr. chron. by date of entry. Hdw. Aver. 85 pp. 7 x 6 x $\frac{1}{2}$, 14 x 9 x 1.

925. (MAP), 1899.

Map of Arundel-on-the-Bay, showing plat of lots illustrated with homes and names of owners. Surveyed and printed by John Duvall. Scale 200 ft. to 1 inch. Ptd. 26 x 40.

926. (PLAT), 1899.

Plat of lots showing lot no. and sale price on reverse side. Ptd. 19 x 13.

APPENDIX A¹

COLONIAL RECORDS OF ANNE ARUNDEL COUNTY

Court Records

Of the county court judgment records, from the formation of the county in 1650 to the fire of October 1704, only one book survived, Liber G, which contains records from January 1702/03 to March 1704/05.

The records from 1704 to the end of the colonial period are complete, with the exception of a total gap of eleven years from 1723 to 1734 and a partial gap from 1774 to 1776. It is not, however, impossible that these volumes will be found, for another gap, 1720-22, has been closed by the location of two hitherto "lost" books since the publication of Mr. Scisco's list.²

Other than the few self-contained indexes which are noted below, there is at present no index to these volumes. However, the Hall of Records has begun a complete card index of all names which appear in the record. This work has not yet progressed beyond Liber G.

The colonial court records are now in the Hall of Records at Annapolis, where they were removed from the Land Office November 21, 1935. The Land Office in turn had had them on deposit since 1912, when they were removed from the county courthouse.³

The contents of these volumes are quite varied. They contain, besides all the judicial business of the court the records of the county court as administrator of all the other affairs of the county.

In addition to the judgment records there is in the possession of the Hall of Records one docket for this period 1775-1778 and one volume of minutes 1767, listed below. Other minutes are in the possession of Mr. John W. Garrett of Baltimore from 1725 to 1775 with some gaps.

Liber G, marked "1702 to 1704." (Flyleaf, Liber G, "1703 d"). 713 pp. containing the earliest record of the county court series now extant, January term 1702/03 to March term 1704/05. Indexed alph. in back of vol. by name of plf., giving deft. 14½ x 10½ x 3.

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1. This appendix was prepared by Dr. Morris L. Radoff, Archivist of the Hall of Records Commission.
 2. Louis Dow Scisco, "Colonial Records of Anne Arundell," Maryland Historical Magazine, XXII, 65-67.
 3. Laws 1912, ch. 440.

Appendix A (Colonial Records)

- Liber TB No. 1, marked "1704 to 1708." 814 pp. concluding March term 1704/05 and through September term 1708. Indexed alph. in back of vol. by name of plf., giving deft. $17\frac{1}{2} \times 12 \times 4$.
- Liber TB No. 2, marked "1708 to 1712." 520 pp. from November term 1708 through June term 1712. Indexed alph. in back of vol. by name of plf., giving deft. $18\frac{1}{4} \times 12\frac{1}{4} \times 2\frac{1}{2}$.
- Liber TB No. 3, marked "1712 to 1714." Approximately 520 pp. (erratic pagination 1 to 199 followed by 101 to 454) from August term 1712 to March term 1714/15. No index. $18 \times 12 \times 2\frac{1}{2}$.
- Liber VD No. 1, marked "1714 to 1716." 546 pp. continuation of March term 1714/15 through March term 1716/17. No index. $15 \times 10 \times 2$.
- Liber RC, marked "1717 to 1719." 610 pp. (modern pencil pagination to 575 only) from June term 1717 to November term 1719. No index. $18 \times 12\frac{1}{4} \times 3$.
- Liber RC No. 1, marked "1719 to 1720." 428 pp. (modern pencil pagination to 389 only) continuation of November term 1719 to November term 1720. No index. $12\frac{1}{2} \times 8\text{-}3/4 \times 2$.
- Liber unlettered, not marked. 552 pp. continuation of November term 1720 to November 1721. This volume and the following one were not bound with the other volumes of the series and were not listed by Scisco. They were found and restored to their place in the series in June, 1938. The paper is in poor condition and the original bindings of russett leather are broken. No index. $12\frac{1}{2} \times 8\frac{1}{2} \times 2\frac{1}{2}$.
- Liber unlettered (Flyleaf lettering RC No. 2), not marked. 465 pp. (no pagination after 164) continuation of November term 1721 to August term 1722. No index. $12\frac{1}{2} \times 8\frac{1}{2} \times 2\frac{1}{2}$.
- Liber unlettered, marked "1722." 52 pp. (no pagination) continuation of August term 1722 followed by November term 1722. No index. $15 \times 10 \times 1\frac{1}{2}$.
- Liber unlettered, marked "1723." 178 pp. court terms June 1723 through August 1723. No index. $15 \times 10 \times 1\frac{1}{2}$.
- Liber IB No. 1, marked "1734 to 1736." 492 pp. from June term 1734 to June term 1736. Indexed alph. in back of vol. by name of plf., giving deft. $19 \times 12\frac{1}{2} \times 3$.
- Liber IB No. 2, marked "1736 to 1738." 595 pp. from August term 1736 to November term 1738. Indexed alph. in small loose vol. in front of record vol. by name of plf. and deft., direct and reverse. $18 \times 12\frac{1}{4} \times 3$.

- Liber unlettered, marked "1738." 433 pp. continuation of November term 1738. Partial single page index in front of vol. alph. by name of deft., giving plf. $18 \times 12\frac{1}{4} \times 3$.
- Liber AB, marked "1738 to 1740." 498 pp. from March term 1738/39 through November term 1739. No index. $18 \times 12\frac{1}{4} \times 3$.
- Liber IB No. 1, marked "1740 to 1742." 848 pp. from August term 1740 through March term 1742/43. No index. $15 \times 10\frac{1}{2} \times 3\frac{1}{2}$.
- Liber IB No. 4, marked "1743 to 1744." 562 pp. (and one additional containing statement of adjournment and test of clerk) from June term 1743 to June term 1744. No index. $15 \times 10 \times 3$.
- Liber IB No. 5, marked "1744 to 1745." 576 pp. from August term 1744 through November term 1745. No index. $15 \times 10 \times 2$.
- Liber IB No. 6, marked "1745 to 1747." 723 pp. from March term 1745/-46 to March term 1747/48. No index. $18\frac{1}{2} \times 14 \times 3\frac{1}{2}$.
- Liber ISB No. 1, marked "1748 to 1750." 748 pp. from June term 1748 through March term 1750/51. No index. $15 \times 11 \times 3\frac{1}{2}$.
- Liber ISB No. 2, marked "1751 to 1754." 949 pp. from June term 1751 through June term 1754. No index. $15 \times 11 \times 3\frac{1}{2}$.
- Liber ISB No. 3, marked "1754 to 1756." 899 pp. from August term 1754 through November term 1756. No index. $15 \times 11 \times 3\frac{1}{2}$.
- Liber ISB No. 4, marked "1757 to 1760." 696 pp. from March term 1757 through June term 1760. No index. $18 \times 12\frac{1}{2} \times 3\frac{1}{2}$.
- Liber IMB No. 1, marked "1760 to 1763." 942 pp. (and one additional containing statement of adjournment and test of clerk) from August term 1760 through November term 1763. No index. $18 \times 12\frac{1}{2} \times 4$.
- Liber IRB No. 1, marked "1764." 529 pp. from June term 1764 to November term 1764. No index. $18 \times 12\frac{1}{2} \times 2$.
- Liber unlettered, marked "1764 to 1765." 83 pp. continuation of November term 1764 to March term 1765. No index. $16 \times 10 \times \frac{1}{2}$.
- Liber unlettered, marked "1765." 428 pp. continuation of March term 1765 to August term 1765. Indexed alph. in back of vol. by name of plf., giving deft. $16 \times 10 \times 2$.
- Liber IMB No. 2, marked "1765 to 1767." 453 pp. continuation of August term 1765 through June term 1767. Indexed alph. in back of vol. by name of plf., giving deft. $15 \times 10\frac{1}{2} \times 2$.

Appendix A (Colonial Records)

- Liber IMB No. 2, marked "1767 to 1768." 537 pp. from August term 1767 through August term 1768. No index. 15 x 10 $\frac{1}{2}$ x 2.
- Liber EB No. 1, marked "1768 to 1770." 543 pp. (the index, pp. 544 to 561, is followed by 4 pp. of court record) from November term 1768 to March term 1770. Indexed alph. by name of deft., giving plf. 15 x 10 $\frac{1}{2}$ x 2.
- Liber EB No. 2, marked "1770 to 1771." XVIII and 494 pp. conclusion of March term 1770 to March term 1771. No index. 15 x 10 $\frac{1}{2}$ x 2.
- Liber EBY, marked "1770 to 1772." 544 pp. continuation of March term 1771 to August term 1772. No index. 15 x 10 $\frac{1}{2}$ x 2.
- Liber DG No. 1, marked "1772 to 1773." 553 pp. continuation of August term 1772 to August term 1773. Indexed alph. by plf., giving deft. after record of each term. 15 x 10 $\frac{1}{2}$ x 2.
- Liber unlettered, marked "1773." 117 pp. continuation of August term 1773 through November term 1773. No index. 15 x 10 $\frac{1}{2}$ x 2.
- Liber unlettered, marked "Criminal Docket 1775 to 1778." 180 pp. of court dockets recognizance lists of March term 1775 through November term 1778. Indexed alph. in front of vol. by plf., giving deft. 17 x 11 x 3.
- Liber unlettered, marked "March Court Minute Book 1767." 22 pp. of court minutes of March term 1767. No index. 8 x 6 $\frac{1}{2}$ x $\frac{1}{4}$.

Land Records

The fire which destroyed the State House at Annapolis on October 18, 1704 destroyed all the land records except one full volume, Liber WT No. 1, and one partially complete volume, Liber WT No. 2. No record of an indenture before February 17, 1699 was saved, and it is doubtful that any fragment of the records from 1650, the date of the creation of the county, to 1699, will reappear. The legislative session of May 1705 created a commission to examine and approve land-title papers of which the record had been destroyed. Such papers, about 400 in all, were then placed on record. From 1700 through the colonial period there are no notable gaps in the record. There are, however, curious lapses of a month or two, usually in the summer, and it may be supposed that the clerk was absent during the heat of the year and did not return until the August term of court or shortly before.

All the following volumes, in addition to such self-contained indexes as have been listed, are covered by general indexes. These indexes remained in the courthouse when the records were removed to the Hall of Records on January 29, 1937. However, in 1939, a photostatic copy was made of that part of the general index which covers the materials at the Hall of Records and placed with the records now in that institution.

The land records contain copies of deeds and patents, mortgages, bills of sale, releases, freight notices, powers of attorney, dower interest releases, and bonds to guarantee the performance of services or the delivery of goods.¹

Liber WT No. 1, marked "1699 1702." 338 pp. of indentures recorded from February 17, 1699-1700, to November 23, 1702. Indexed alph. in back of vol. by name of grantee, giving grantor, kind of instrument and page no. 13 x 8 x 1 $\frac{1}{2}$.

Liber WT No. 2, marked "1702 1708." 697 pp. of entries recorded from November 1702 to March 9, 1708/09. No index. There are also four added papers of later date, including deed of gift and two others to September 1708 and one assignment of dower right, October 20, 1709. 16 $\frac{1}{2}$ x 11 $\frac{1}{2}$ x 3.

Liber IH No. 1, marked "1668 1705." 330 pp. record of titles renewed after fire. Entered as approved by commissioners' sessions from December 4, 1705 to August 30, 1706. Indexed alph. in back of vol. by name of grantee, giving grantor, kind of instrument, page no. 14 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 2.

Liber JH No. 2, no date marked 247 pp. continuation of title record renewals authorized by commissioners' sessions from September 10, 1706 to March 11, 1706/07. Indexed alph. in back of vol. by name of grantee giving grantor, kind of instrument, page no. 14 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 2.

Liber IH No. 3, marked "1665." 137 pp. continuation of title record renewals at a continued session of commissioners prior to March 2, 1707/08; it closes with the session of March 8, 1708/09. Indexed alph. in back of vol. by name of grantee, giving grantor, kind of instrument, page no. 14 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 1.

Liber WH No. 4, marked "1709." 336 pp. continuation of title record renewals from commissioners' session of August 9, 1709 to session of May 1720. Indexed alph. in back of vol. by name of grantee, giving name of grantor, kind of instrument, page no. 16 x 11 x 2.

Liber IT No. 5, marked "1676 1752." 146 pp. contents range in date from 1661 to 1754, but are mostly prior to 1700. This seems to be the final vol. of title records renewed at commissioners' sessions. Dates unknown except one of 1743. No index. 13 x 8 x 1 $\frac{1}{2}$.

Liber PK, marked "1708 1712." 527 pp. of entries recorded from March 11, 1708/09 to October 17, 1712 with two added papers of March and April 1713. Indexed alph. in front of vol. by name of grantor, giving grantee, kind of instrument, page no. 13 x 8 x 1 $\frac{1}{2}$.

1. The following list is an amended version of a similar list published by Scisco, Maryland Historical Magazine, XXII (1927), 62-65.

Appendix A (Colonial Records)

- Liber IB No. 2, marked "1712 1718." 548 pp. of entries recorded from October 23, 1712 to May 21, 1719. No index. 18 x 12 x 3.
- Liber CW No. 1, marked "1719 1722." 534 pp. of entries recorded from May 29, 1719 to July 14, 1722, with two added papers of October and November 1723. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 13 x 8 x 2.
- Liber RCW No. 2, marked "1722 1724." 260 pp. of entries recorded from August 10, 1722 to July 3, 1724, with an added paper of September 7, 1724. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving type of instrument, page no. 15 x 10 x 1.
- Liber SY No. 1, marked "1724 1728." 446 pp. of entries recorded August 3, 1724 to July 20, 1728. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 18 x 12 x 2 $\frac{1}{2}$.
- Liber RD No. 1, marked "1728 1729." 252 pp. of entries recorded from August 20, 1728 to June 23, 1729. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 13 x 8 x 1.
- Liber TI No. 1, marked "1729 1730." 347 pp. of entries recorded from August 27, 1729 to September 15, 1730. No index. 16 x 11 x 1 $\frac{1}{2}$.
- Liber IH TI No. 1 (Flyleaf notation indicates that IH No. 1 is correct title), marked "1730 1733." 636 pp. of entries recorded from September 11, 1730 to November 8, 1733, with one additional freight notice November 17, 1733. No index. 14 $\frac{1}{2}$ x 10 x 2 $\frac{1}{2}$.
- Liber RD No. 2, marked "1733 1737." 535 pp. of entries recorded from December 7, 1733 to October 29, 1737. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 18 x 12 x 3.
- Liber RD No. 3, marked "1737 1739." 254 pp. of entries recorded from October 29, 1737 to May 21, 1740, with addenda of freight notices through August 1740. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 18 x 12 x 2.
- Liber RB No. 1, marked "1740 1744." 436 pp. of entries recorded from May 17, 1740 to October 24, 1744. No index. 18 x 12 x 2.
- Liber RB No. 2, marked "1744 1747." 569 pp. of entries recorded from November 3, 1744 to March 18, 1747/48. No index. 14 x 10 x 2.

- Liber BB No. 3, marked "1747 1754." 748 pp. of entries recorded from March 19, 1747/48 to December 21, 1754, with an added entry certifying that a group of deputy sheriffs has qualified as of November 1755. No index. 18 x 12 x 3 $\frac{1}{2}$.
- Liber BB No. 1, marked "1754 1757." 295 pp. of entries recorded from December 1754 to May 6, 1757. No index. 18 x 12 x 1 $\frac{1}{2}$.
- Liber BB No. 2, marked "1757 1763." 804 pp. of entries recorded from May 7, 1757 to August 13, 1763. No index. 18 x 12 x 3.
- Liber BB No. 3, marked "1763 1768." 818 pp. of entries recorded from August 8, 1763 to March 10, 1768. No index. 19 x 12 $\frac{1}{2}$ x 3 $\frac{1}{2}$.
- Liber IB and JB no. 1 (This vol. marked JB in uniform print with other legend on back of book; above the JB is added in brown ink IB, doubtless to distinguish it from the earlier JB No. 1. The flyleaf title is IB No. 1), marked "1768 1770." 543 pp. of entries recorded from March 8, 1768 to March 7, 1770. No index. 15 x 9 $\frac{1}{2}$ x 2.
- Liber IB and JB No. 2 (This vol. marked IB in uniform print with other legend on back of book; above the IB is added in brown ink JB, doubtless to distinguish it from the earlier IB No. 2), marked "1770 1771." 360 pp. of entries recorded from March 9, 1770 to March 18, 1781. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 12 x 8 x 2.
- Liber IB No. 3, marked "1770 1773." (correctly marked on flyleaf "1771 to 1773"). 533 pp. of entries recorded from March 18, 1771 to February 9, 1773. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 14 x 10 x 2.
- Liber IB No. 4, marked "1773 1774." 536 pp. of entries recorded from February 12, 1773 to August 12, 1774. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 14 x 10 x 2.
- Liber IB No. 5, marked "1774 1778." 739 pp. of entries recorded from August 10, 1774 to August 1778. Indexed alph. in back of vol. by name of grantor and grantee, direct and reverse, giving kind of instrument, page no. 19 x 12 $\frac{1}{2}$ x 4.

APPENDIX B¹

EARLY ANNAPOLIS RECORDS

These records are to be found in the Hall of Records. They were transferred there from the City Hall in May, 1937, subject to recall by the municipality.

Liber B. 452 pp. (On flyleaf appears "Mayor's Court Proceedings Beginning in the Year 1720 - John Talbott CLK" and the same in a different hand, written the length of the page and to which is added in pencil "to May 1784") Mayor's Court Proceedings July 26, 1720, pp. 1-10; Corporation minutes, August 1, 1720, pp. 11-12; Corporation, Sept. 29, 1720, pp. 12-13; Mayor's Court - October 25, 1720, pp. 13-14; Mayor's Court, October 29, 1720, pp. 14-17; Mayor's Court, January 17, 1720/21, pp. 18-26; Corporation, March 3, 1720/21, pp. 27-32; Mayor's Court, April 25, 1721, pp. 32-34; Corporation, May 1, 1721, pp. 35-37; Indentures, 37-48; Mayor's Court, July 25, 1721, p. 49; Corporation, Sept. 6, 1721, pp. 49-51; Corporation, Sept. 29, 1721, pp. 51-52; Mayor's Court, October 31, 1721, pp. 53; Mayor's Court, Nov. 7, 1721, pp. 54-71; Blank pages, pp. 72-88; Corporation, April 5, 1722, p. 89; Indentures, pp. 90-117; Mayor's Court, April 24, 1722, pp. 119-123; Indentures, pp. 125-452. Indentures cover the period from 1720 to 1784. Index for Indentures only, alph. by grantee in small vol. attached to back of book. 15" x 10 $\frac{1}{2}$ " x 2".

No title, No. 1, marked 1753 to 1757. 150 pp. (111 used). Minutes of the mayor's court only, from October 30, 1753, to February 11, 1757. There is record here of the court's appointing days for meetings of the corporation, but there is no record of the meetings themselves. No index. 13" x 8" x 1".

No title, No. 2. Approx. 352 pp. containing meeting of the corporation May 21, 1757-January 1765; Mayor's Court, April 26, 1757; law preventing the bringing in of persons with contagious diseases, p. 223; last page states: "Rest of proceedings January 1765 are in succeeding Liber III No. [no number covered by binding.]" No index. 13" x 8" x 1 $\frac{1}{2}$ ".

No title, No. 3, marked 1766 to 1772. Approx. 200 pp. containing court records only. No index. 13" x 8" x 1".

1. This appendix was prepared by Dr. Morris L. Radoff, Archivist of the Hall of Records Commission and was printed in the Maryland Historical Magazine, XXXV, 74-78.

No title, No. 4. Approx. 500 pp. (1-30 numbered). (On flyleaf appears "Proceedings of the Mayor's Court of Annapolis." Flyleaf in back, "Proceedings of the Corporation of the City of Annapolis.") 32 pp. used for mayor's court April 29, 1783-January 28, 1785; 6 pp. used for corporation April 29, 1783-November 3, 1783. After seven blank pages, reading from back of vol., mayor's court again appears from January 7, 1789-April 28, 1790. No index. 16" x 10" x 2".

Misc., No. 5. Approx. 250 pp. containing license book 1823, 1825-26; 2pp. of miscellaneous receipts of clerk 1826, including exhibitions from 1826-January 1829; mayor's court 1803, 1804; oaths of officers (test book) from April 12, 1819-April 1825, 1828-30; 31 pp. of various oaths for the use of the clerk of court with parenthetical heading on first page, "(Harriss' entries)," from which it is copied, no date; 2pp. of annual appointments made by mayor's court and corporation in the month of January; 8 pp. of corporation meetings, January 23, 1780, February 4, 1781, March 18, 1781, April 7, 1781; 18 pp. of mayor's court August 22, 1780-March 31, 1781; 10 pp. of license book for 1828; 20 pp. of mayor's court docket for January term 1792; 32 pp. of mayor's court from January term, 1782, to October term, 1782. No index. 8 $\frac{1}{2}$ " x 7" x 1".

Misc., No. 6. Approx. 250 pp. (On flyleaf appears "The Mayor's Court Minute Book August 1st, 1783"), July 29, 1783, to October 25, 1785, followed immediately by "Mayor's Court Docket to July Term 1801," January term 1801 to 1803 for half of book, no pagination, circa 150 pp.; 60 pp. of minutes of the corporation from August 25, 1811, to March 10, 1819; 16 pp. of list of jurors at the mayor's court, January term, 1813, followed by minutes of the court from January term, 1813, to February term, 1813; list of jurors for January term, 1814, and minutes of the court ending March 14, 1814; list of jurors for January term, 1815, and minutes of the court from January term, 1815, through June term, 1818. No index. 14" x 9" x $\frac{1}{2}$ ".

No title, No. 7. Approx. 250 pp. containing continuance docket, of which first page is to January term, 1790. Halfway through volume is statement, "Mayor's Court Docket January - [and in pencil in a modern hand] 1787; 16 pp. of tax assessments of Annapolis for 1825 (apparently only this one year), followed by additions; 42 pp. of minutes of the mayor's court, July 8, 1801, to November 11, 1803, and 62 pp. for 1804 to August, 1807. No index. 15-3/4" x 10" x 1".

Misc., No. 8. Approx. 150 pp. containing 28 pp. of mayor's court January term, 1811, through February term, 1812; meeting of corporation April 20, 1789, through August 1794, including a meeting of October, 1791, during which a by-law was passed "to revise the proceedings of the mayor's court"; several loose pages, numbered 85-113, of mayor's court from January 30, 1793, through February 3, 1794, followed by several loose pages of 1794 docket which should follow above almost immediately; returns of elections to Congress, 1789; poll taken for election of members of common council, 1793; several pages of minutes of corporation July 3, 1790; several pages of court minutes January 28,

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1779; minutes of the corporation from July 8, 1801, to August 17, 1811; several loose pages in back of book "Mayor's Court Docket," the terms of April, July, October 1803. No index. 13" x 8" x 1".

No title, No. 9. Approx. 150 pp. (This volume is composed almost entirely of original papers, unfolded and so bound.) Contains 2 pp. of minutes of corporation, January 6, 1800; mayor's court, January 20, 1800, through February, 1800; minutes of corporation from March 7, 1800, through July, 1800; mayor's court from January 29, 1799, to March, 1799; mayor's court from January 30, 1798, to April, 1798. The following items begin from back of book: mayor's court, January, 1783; minutes of corporation from April 29, 1783, to March 9, 1784 (a pencil note saying these proceedings have been recorded); mayor's court - rough minutes, 1793; minutes of corporation, September, 1798, to December, 1798; docket, January term, 1806; mayor's court, October, 1792, January, 1794. No index. 13" x 8" x 1".

No title, No. 10. Approx. 150 pp. containing mayor's court docket for January terms, 1790, 1794, 1795; minute book, mayor's court, January term, 1795; dockets, January terms, 1790, 1791, 1801; proceedings of mayor's court from September, 1795, to March, 1796; corporation minutes from September 5, 1796, to October 31, 1797; corporation minutes from April, 1799, to October, 1799; court minutes from April, 1799, to October 1799; docket, January term, 1799, 1800; docket, July term, 1800; rough docket and summons docket, January term, 1805. No index. 13" x 8" x 1".

Misc., No. 11. Approx. 125 pp. (On flyleaf appears "Liber E. F. No. 1 Containing Bye-Laws 1760.") Contains new set of by-laws of July 29, 1760; reading from back of volume, 26 pp. of by-laws from February, 1797, to April, 1799. No index. 13" x 8" x 1".

Misc., No. 12. Approx. 150 pp. (On flyleaf appears "Minute Book of the Corporation of the City of Annapolis July 1800 -.") Contains corporation minutes from August 19, 1800, to February, 1801; minutes of mayor's court from January 27, 1801, to October, 1801 (bound to read from both front and back); mayor's court then badly mixed, 1787, 1806, 1807, 1792, January term, 1805; rough minutes, October, 1806. No index. 13" x 8" x 1".

Journal, 1783-1784, No. 13. Approx. 30 pp. containing several loose papers of corporation minutes, March 6, 1795; mayor's court, January 26, 1796. The book proper contains 22 pp. used for corporation minutes, April 29, 1783, to August 26, 1784. No index. 13" x 8" x $\frac{1}{4}$ ".

(927-930)

APPENDIX C

Additional Entries of Anne Arundel County Records

927. (OATHS OF FIDELITY), 1778. 1 vol.

Oaths of fidelity to the State of Maryland taken by all male free white persons over eighteen years of age, giving terms of oath, signatures of persons taking oath, and certification of justice of the peace. No obvious arrangement. Hdw. 10 pp. 6 x 14 x $\frac{1}{4}$. Hall of Records.

928. (CORONER'S INQUESTS), 1787-90. 1 vol.

Reports of coroner and coroner's jury after viewing dead body, giving date, name of deceased, names of jurors, assigned cause of death, and signatures of coroner and jury. Arr. chron. by date of inquest. Hdw. 15 pp. 13 x 9 x $\frac{1}{4}$. Hall of Records.

For records of deputy medical examiner, see entries 311-313.

929. (COURT PROCEEDINGS), 1725, 1732-33, 1748, 1752, 1754-55, 1766-67, 1834-36, 1841, 1849, 1854. 9 vols.

Rough minutes of the proceedings of the court, transcribed in Minutes of Court Proceedings, entry 54. 1 vol., 1725, 1732-33, 1748, 1752, 1754-55, 1766, is a microfilm copy of the originals in the possession of John W. Garrett, Baltimore, Maryland. Arr. chron. by court term. Hdw. Aver. 20 pp. 8 x 6 x $\frac{1}{4}$. Hall of Records.

For permanent record of court proceedings, see entry 54.

930. POLICE COMMISSIONERS (Proceedings), 1939--. 1 vol.

Minutes of proceedings of the board of police examiners, giving date of meeting, members present, and business transacted. Arr. chron. by date of meeting. Typed. 150 pp. 15 x 12 x 1. Police headquarters, Ferndale.

For records of the county police, see entries 318-332.

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