

MEMORANDUM

April 12, 2011

TO: Health and Human Services Committee

FROM: Vivian Yao, Legislative Analyst *my*

SUBJECT: **Worksession: FY12 Operating Budget**
Non-Departmental Account-Montgomery County Historical Society

Those expected for this worksession include:

Beth Hickey, Acting Executive Director, Montgomery County Historical Society
Jennifer Bryant, Office of Management and Budget

OVERVIEW

For FY12, the Executive has recommended level funding of \$32,250 for the Montgomery County Historical Society (MCHS), which is included in the Historical Activities NDA (©1). The Historical Activities NDA includes a total of \$287,090. The remaining balance after subtracting the amount allocated for MCHS of \$254,840 is recommended for the Historic Preservation Commission, which is scheduled for review by the PHED Committee on April 13.

For FY11, the County reduced funding for the Historical Society by 50% from the \$64,500 level that MCHS had received for many years. The County supports MCHS in the form of a grant. A letter from MCHS to Executive staff requesting funding totaling \$64,500 for FY11 is attached at ©2-4.

	FY10 Actual	FY11 Approved	FY12 CE Recommended	% Change FY11-FY12
Expenditures				
General Fund	\$64,500	\$32,250	\$32,250	0.0%
TOTAL Expenditures	\$64,500	\$32,250	\$32,250	0.0%

Attached at ©5-6 is a summary of FY10 MCHS activities. The report does not reflect changes made to the organization in FY11 as a result of budget reductions.

FY11 EXPENDITURE ISSUES

County funding for MCHS in FY11 has supported a part-time librarian and a part-time education program director, the development of publications including a quarterly newsletter and bi-annual journal, and Montgomery County History Day and Montgomery County History Conference activities. See ©7-10.

As described in correspondence from the acting Executive Director, Beth Hickey at ©11-12, the FY11 reduction of \$32,250 resulted in following reduction of programs and staff:

- Reduction of library open hours and associated staff; open hours reduced by two days or 40% and librarian time reduced by 25%;
- Elimination of a housekeeping position;
- Elimination of a part-time Office Assistant position;
- Part-time School Coordinator retired and position not refilled;
- Part-time Archivist resigned and position not refilled;
- Withdrawal from the lease agreement with M-NCPPC to maintain the Waters House History Center in Germantown;
- Consolidation of our exhibit program from four changing exhibits/year at two museums to one changing exhibit/year at one museum;
- Reinterpretation of the Beall-Dawson House to incorporate a broader history of the County, including the sections on suburban development and demographic change, put on hold indefinitely; and
- Ended agreement to provide access to the Montgomery County Archives.

Council staff does not recommend any further reductions to funding for the Montgomery County Historical Society. The organization has scaled back its services significantly as a result of FY11 budget reductions, and it appears additional reductions would hinder the organization's ability to deliver any core programming. The Committee may want to review whether it recommends that additional funding be placed on the reconciliation list to support any level of operations for the Montgomery County Archives.

Montgomery County Archives

As a result of FY11 budget reductions, MCHS was not able to maintain operations of the Montgomery County Archives, the permanent repository of County Government records of enduring value. Prior to FY11, MCHS operated the archives through a contract with the County and received \$10,000 annually to support a part time archivist for about 10 hours per week to make the archives available to the public. During the current fiscal year, the historical archives have been temporarily stored at the Broome School because of construction being completed on the Red Brick Courthouse. During this period, the records have not been accessible to the public.

Council staff understands that construction on the Red Brick Courthouse has been substantially completed. The environmental conditions in the Red Brick Courthouse are likely to be better than the conditions prior to construction, but may not meet COMAR's temperature and humidity standards for archival records.¹ The archives were originally planned to be returned to the Red Brick Courthouse after the construction ended on the building; however, funding does not exist in the MCHS budget to provide for recataloguing the documents and making them accessible to the public.

Council staff notes that the Archives has not functioned adequately as a historical archives for a significant period of time. Because of lack of storage space and funding for staff support, the Archives has not received records from the County since FY2000 and has a substantial backlog of unprocessed records. The contents of the unprocessed records are generally unknown, and thus unavailable to the public. Moreover, no funding was provided in the FY11 budget to make the documents available to the public during the time that construction was being completed on the Red Brick Courthouse.

The Council has received correspondence (©13-14) expressing concern about the inaccessibility of records in the archives. The author, a Ph.D. candidate in history at Boston College, is researching and writing a dissertation on how public decision-making has shaped growth and development in the Washington metropolitan area since 1945. In seeking to perform case studies on the Intercounty Connector and the Agricultural Reserve, the author notes that "these cases are not just of historical importance but are also of ongoing concern to residents and of interest to scholars [The] contents of the collections lead me to conclude that they represent one of the most complete and important sources of information about post-1945 suburban history in the Washington, DC metropolitan area and arguably in the United States." He writes that the decision to defer or eliminate funding to make the archives accessible to residents is "a serious barrier to the transparency of government, the ability of the public to understand the County's past, and the importance of using past to inform present and future decision-making about the major issues affecting the County."

In order to provide a functional historic archival program, Council staff suggests that the following conditions should be met:

- **Adequate Storage Facilities:** Facilities should have appropriate temperature and humidity controls, be free from flooding, and be large enough to accommodate additional County records of historical significance.
- **Access to Public:** Records should be accessible to the public.
- **Archival Program:** There should be defined processes for identifying records of historical value and transferring them from the County Records Center to the historical archives.
- **Adequate Staffing:** There should be enough staff time to ensure that the Archival program is carried out, backlogs are processed, and records are made available to the public.

¹ MCHS has previously discussed problems regarding the archives with the Committee. MCHS alerted the Committee to the poor condition of the archives, having been stored in the basement of the Red Brick Courthouse, which lacked appropriate temperature and humidity controls and was subject to flooding.

In order to achieve any of these objectives, the Council would need to increase its investment in the Montgomery County Archives. However, the Executive has recommended no funding to continue operation of the archives, and fiscal restrictions may prevent the Council from reinstating funding or supporting improvements. In deciding what level of funding should support the operation of the Archives, Council staff provides the following options for the Committee's consideration:

Discontinue the Local Archives Program: Although the collection would be offered to the State, it is not certain that the public would have immediate access to these records given potential backlogs in processing records at the State. In taking this route, however, the County would no longer be in non-compliance with State requirements for maintaining an archival program. The option would not require any additional investment to develop a fully-functioning archival program in the long term.

Restore \$10,000 to MCHS to support a minimal level of access to existing records: This option would provide minimal access to the current collection after construction on the Red Brick Courthouse is completed and the collection is relocated and recatalogued. Environmental conditions in the Red Brick Courthouse would likely be improved but may not necessarily meet COMAR standards for archival records. Under this scenario, progress in addressing the backlog of unprocessed documents or accepting new records into the collection would not be possible.

Restore Funding to MCHS (\$10,000) and fund construction of an adequate facility at the County Records Center (\$50,000): Under this option, the records would be relocated to a climate-controlled "building within a building" developed specifically for the collection. The public would have limited access to the current collection after it is relocated and recatalogued. Without additional staff support, there would not likely be significant progress in addressing the backlog of unprocessed documents, but the facility would have additional room to accept new documents into the collection. The \$50,000 increase could be charged to all departments for archival services through the internal services fund. Council staff understands that G.O. bonds are not eligible to finance construction of this nature.

Restore funding to MCHS (\$10,000), fund construction of an adequate facility at the County Records Center (\$50,000), and increase archival staff and operating support (\$64,000): Under this option, staffing to the archives would be increased by a full workyear. Archival staff could make progress on cataloging the existing backlog of documents and begin working with Records Center staff to develop a seamless process for identifying documents to be accepted in the historical archives when they have passed their County Government useful life. With additional staffing hours, public access may be expanded as well.

Council staff recommendation: If the Council is interested in continuing to maintain a historical archive for County Government documents of lasting value, it should, at a minimum, provide for funding of \$10,000, to make existing records available to the public. The Council should plan for increasing resources in the long term to support the development of a functional archival program.

Historical Activities

This NDA contains a General Fund appropriation of \$287,090 and provides funding for the following agencies and programs:

- **Historic Preservation Commission:** The Historic Preservation Commission's main responsibility is to administer the historic preservation ordinance including recommending Montgomery County sites of potential historical significance. These efforts administered by the Maryland-National Capital Park and Planning Commission (M-NCPPC).
- **Historical Society:** Funding for the Montgomery County Historical Society provides support for the Society's Education Program staff, educational and outreach programs for County residents, and to maintain the Historical Society's research library and museums.

FY12 Recommended Changes	Expenditures	WYs
FY11 Approved	287,090	0.0
FY12 CE Recommended	287,090	0.0

Homeowners' Association Road Maintenance Reimburse.

This NDA provides a partial reimbursement to homeowners' associations (HOAs) for their maintenance of certain privately-owned roadways. The payment is currently restricted to through roadways, accessible to the public, which are one-quarter mile or longer and which provide vehicular access to more than four dwelling units. In FY97, an Executive Regulation was enacted allowing homeowners' associations to request that their roadways be deemed "private maintenance roads." This designation qualifies the HOAs for State reimbursement of their roadway maintenance costs. The County annually submits to the State its estimate of reimbursable miles, including those accepted as private maintenance roads. The State then reimburses the County and, subsequently, the County forwards the funds to HOAs.

FY12 Recommended Changes	Expenditures	WYs
FY11 Approved	16,000	0.0
FY12 CE Recommended	16,000	0.0

Housing Opportunities Commission

The Housing Opportunities Commission of Montgomery County (HOC) is a public body corporate and politic duly organized under Division II of the Housing Community Development Article of the Annotated Code of Maryland, as amended, known as the Housing Authorities Law. As such, the Commission act as a builder, developer, financier, owner, and manager of housing for people of low- and moderate- (eligible) income. The Commission also provides eligible families and individuals with affordable housing and supportive services.

FY12 Recommended Changes	Expenditures	WYs
FY11 Approved	5,804,040	0.0
Reduce: Unspecified Reductions	-290,200	0.0
FY12 CE Recommended	5,513,840	0.0

Inauguration & Transition

The Montgomery County Charter provides for the quadrennial election of a County Executive and County Council. This NDA provides for a ceremony and smooth transition of the County Executive and County Council every four years.

FY12 Recommended Changes	Expenditures	WYs
FY11 Approved	5,000	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11	-5,000	0.0
FY12 CE Recommended	0	0.0

Independent Audit

Section 315 of the County Charter requires the County Council to contract with a Certified Public Accountant for an independent post audit of all financial records and actions of the County government, its officials, and employees. By County Resolution, the Office of Legislative Oversight is the designated administrator for this contract, which also includes an independent audit of basic financial statement of the Employee Retirement Plans; additional services related to reviews, tests, and certifications; and audit of tax-funded expenditures by the independent Fire and Rescue Corporations.



MCHS

MONTGOMERY
C O U N T Y
H I S T O R I C A L
S O C I E T Y

October 12, 2010

Timothy Goetzinger
Department of Housing and Community Development
100 Maryland Avenue, 4th Floor
Rockville, Maryland 20850

Dear Mr, Goetzinger,

The Montgomery County Historical Society (MCHS) requests \$64,500 for FY12 in support of historical services. Funding from the County helps to:

- support educational programs for children and adults;
- provide history and heritage outreach programs throughout the county;
- provide research and historical resources to the public through the Jane Sween Library and Archives, now the only accessible archives reflecting county history;
- support Montgomery County History Day and the Montgomery County History Conference;
- promote development efforts by providing funding match

Efforts of the Montgomery County Historical Society remain focused on a core educational mission encompassing collecting, preserving, and interpreting the history of Montgomery County. As the only organization addressing the entire scope of county history, MCHS serves a unique role in creating a shared sense of place; a critical element to building community. We *are* the county's historical society!

The Society is requesting the return to full funding appropriation of \$64,500.00 allocated as follows:

Education	\$10,500
Outreach	\$10,000
Library/Archives	\$16,750
Pubs/Museums/Programs	\$27,750
TOTAL	\$64,500

1. **The education grant of \$10,500** partially pays the salary of the Education Manager who oversees the education and outreach programs designed to encourage all county residents from preschool to senior citizen to more actively appreciate County history. Programs include exhibits, lectures, workshops, tours, speaker's bureau, docent training, museum activities, history camps, school programs and more.

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2. **The Outreach portion of funding for \$10,000** creates a source of funding to administer the Montgomery County History Consortium, an umbrella group of history and heritage groups throughout the county conducting programs and collecting critical historical capital to benefit their local communities. The Consortium benefits from the Montgomery County History Conference which is a professional development opportunity for all county history and heritage groups. These groups typically function with little or no staffing and few resources. The Consortium provides shared opportunities for history and heritage groups to grow and thrive. In addition this outreach funding will allow MCHS to continue the program initiated in 2008 through a two year federally funded multi lingual grant project: *Montgomery Connections*; which provides education and context to a previously underserved audience of new residence to the County in Chinese and Spanish.

3. **The Library and Archives \$16,750** will partially support the salary of a staff librarian and allow the Society to re-establish a part time position for a staff Archivist to continue processing of important county records. The future disposition of the Montgomery County Archives remains in question and the Montgomery County Historical Society remains the only voice for this collection, which by law, requires public access not currently available. In addition, this funding provides partial support for storage of our artifact collection on the County's heritage (from two-dimensional papers to large three-dimensional items, such as stoves, plows, etc.).

4. **Publications/Museums/Programs \$27,750** The Society intends to continue its historical research and projects to inform and educate the public of the unique and vibrant history of Montgomery County. The Montgomery County Historical Society intends, as specified in the FY11-14 Strategic Plan, to create exhibits and programs to provide broader perspective on county history and its impact on today's residents. This category supports expenses related to public access to the Rockville headquarters home to the Beall Dawson Historic Park and the Stonestreet Museum of 19th Century Medicine.

The Society produces a quarterly newsletter and bi-annual journal both distributed by mail and email, and frequently publishes books and brochures related to county history. Communications through a vibrant website provide online resources for the public including accessible research aids about the collections, archives and library.

The Montgomery County Historical Society manages all aspects of the annual Montgomery County History Day for hundreds of middle and high school students supporting the National History Day event. History Day participants present history projects in school level competitions and winners progress to the county level competition, then state and finally national competition. Without these funds the Society will likely be forced to further curtail operation of the museums and libraries.

History provides a foundation on which we build our lives. The long and beneficial relationship between the Montgomery-County Historical Society and Montgomery County

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government demonstrates a public-private partnership that is practical in both fiscal and philosophical terms. County funding support indicates an appreciation for the important work of the Montgomery County Historical Society to create a sense of community through outreach, the operation of the library and archive, the increasing scope of our education and school programs, and the growing quality of the collection, which shows in a tangible way, our growth and maturity as a county. As MCHS actively collects, preserves, interprets, and promotes the history of Montgomery County for all County residents, we trust the county will continue its commitment by meeting our total funding request of \$64,500.

The 50% funding cut to The Montgomery County Historical Society in FY11 forced the permanent closing of the Waters House in Germantown, the elimination of the staff Archivist position, a 35% reduction in public hours at the Jane C. Sween Library and a 25% reduction in public hours at the Beall Dawson Historic Park and the Stonestreet Museum of 19th Century Medicine. Staffing levels at the historical society have been reduced overall by 28%. These reductions have affected every aspect of the Society's ability to conduct business including seriously compromising the capacity to influence public funding support.

The continued 50% reduction in County funding for FY12 would necessitate further staffing reductions, reductions in public hours, and continued massive restructuring of the organization.

Education	\$10,500
Library, Publications, Museum	\$13,750
History Day & History Conference	\$ 8,000
TOTAL	\$32,250

Sincerely,

Debbie Heibein Rankin
Executive Director

cc: Isiah Leggett, County Executive
George Leventhal, County Council, HHS Committee Chair
Phil Andrews, President Montgomery County Council
Roger Berliner, Montgomery County Council
Marc Elrich, Montgomery County Council
Valerie Ervin, Montgomery County Council
Nancy Floreen, Montgomery County Council
Nancy Navarro, Montgomery County Council

Montgomery County Historical Society FY10 Activities Summary

(Please note that this report only documents FY10 activities and does not reflect the changes made to the organization in FY11 as a result of budget cuts. Our FY11 annual report will not be available until the close of the fiscal year in June)

Museums, Library and Exhibits

In FY10, MCHS developed and displayed **four temporary exhibits**: *The Suburban Ideal: Domestic Architecture in Montgomery County*, a survey of home building styles in the county since the late 19th century (November 28, 2009 – June 26, 2010, at the Waters House History Center); *Tuned In: Montgomery County's Place in Musical History*, an exploration of popular and religious music in the county's everyday life (October 24, 2009 – April 3, 2010, at the Beall-Dawson House); *An Old Brick House in Georgian Style: 190 Years of History in the Beall-Dawson House*, a re-examination of the Beall-Dawson House and its historic residents, particularly the enslaved workers (opened June 26, 2010); and a living garden exhibit, recreating the kitchen gardens typical of county residents in the mid 19th century (Spring 2009 - ongoing, at the Beall-Dawson Historical Park).

These exhibits were in addition to our **permanent exhibits** in the Beall-Dawson House, the Stonestreet Museum of 19th Century Medicine and the Waters House History Center. Tours of all three museums – including three days of tours offered in Chinese and Spanish – brought in 1056 visitors to the Rockville museums and 545 to the Waters House. *(Note: MCHS closed the Waters House History Center in August 2010)*

The Jane C. Sween **Research Library** served 1362 researchers in FY10, including on-site, telephone and email requests. “*First Friday*” genealogy help sessions (held the first Friday of every month) were popular with both MCHS members and new library patrons. The Genealogy Club, a free benefit of membership in the Society, held eight meetings, with 160 attendees.

School-Age programs

Between July 2009 and June 2010, 1339 elementary school students participated in our **school programs**. Many visited the Rockville museums as part of the fourth grade local history curriculum; others were visited in their own school as part of our pre-K “*A Visit from the Past*” program. In the spring, 173 elementary students attended programs at the Waters House History Center. Boy and Girl Scout programs, tailored to meet various badge requirements, brought in 219 students.

In July and August of 2009, we held two weeks of **History Camp**. Montgomery County students entering 5th-7th grades are eligible to attend this popular field trip-based camp. Each week, campers visit historic sites and museums, learning about local history (including cultural, industrial, social and military history) and about the different ways history is studied and presented.

The 11th annual **Montgomery County History Day** was held March 20, 2010. In 2010, over 2050 middle and high school students from 47 schools participated in their school contests; 230 of those students attended the county contest. Winners at the county level moved on to the state competition. History Day also involves over 100 adult volunteers who assist with project judging, technical concerns,

and other logistics. This year several elected officials from the state, county and school board attended the concluding awards ceremony where County Executive Isiah Leggett acted as Master of Ceremonies.

Programming and Outreach

MCHS held several events open to the general public. **Happy Birthday Montgomery County** (September 2009, Beall-Dawson Historical Park) is an annual event celebrating the founding of the county; 300 guests played historic games, toured the museums and grounds, visited representatives of other county cultural and heritage groups, heard lectures and performances, and finally enjoyed birthday cake. The **Waters House Tree Lighting** is another free annual event (December 2009), held at our upcounty Waters House History Center (which closed permanently in August 2010). One hundred and fifty people attended as an outdoor Christmas tree was ceremoniously lit and Santa Claus arrived in a horse-drawn carriage. Visitors toured the house (including two exhibits) and grounds while enjoying hot chocolate and cider.

Other programming included two **lectures** on the history of gardening held at the Beall-Dawson House in late summer 2009, and a **walking tour** of the Brookmont neighborhood held in October 2009. A small **traveling exhibit** on the history of African-American education in Montgomery County was hosted by the Quince Orchard Public Library in February 2010, and an exhibit on the origins of county road names was on display at the Montgomery County Fair in August 2009.

Our fourth annual **History Conference**, held in January 2010, brought 150 history and heritage professionals, volunteers and other stakeholders together for a day of lectures, workshops and round tables. Topics covered included the archaeology of the Josiah Henson site in Bethesda, county farm women during the depression, and preserving paper and photograph collections. The keynote speaker, Dr. Ira Berlin, professor of history at the University of Maryland, spoke about the history of slavery in Maryland.

Montgomery Connections is an innovative educational program designed to get history out of the museum and into the community using multi-lingual bus shelter and print ads, audio content accessible by phone, and online exhibits. The entire project is offered in English, Spanish and Chinese. The project is funded in part through a federal Institute of Museum and Library Services grant. In February 2010, County Executive Isiah Leggett issued a proclamation commending our commitment to reaching the county's diverse audiences. To date the project has featured seven stories about historical events and figures in the county. Another five themes are expected to be completed by Summer 2011.

The MCHS **Speakers Bureau** continued to be popular with organizations, libraries and retirement communities around the county. Members of the Speakers Bureau gave 103 presentations, serving 3,252 residents.

Publications

In FY10, MCHS published two issues of the biannual journal, *The Montgomery County Story*. Topics featured in the journal included articles on Sugarland (a historic African American community near Poolesville), the history of funeral homes and changing burial practices in the county, historic local foodways, and the history of a property in Cabin John called Magruder's Folly that later became Stoneyhurst Quarry.

ATTACHMENT I

SCOPE OF SERVICES

BACKGROUND

Montgomery County Historical Society (MCHS) exercises primary responsibility in the County for collecting and maintaining, as a central source, significant historical material and information which might otherwise be lost. To this end, under this contract the contractor must provide the services enumerated below.

OUTCOMES

The overall purpose of this contract is to maintain Montgomery County's historic resources; make residents aware of the availability of these historic resources; and to enhance residents' access to them.

ACTIVITIES

The Contractor must provide historic preservation activities in the County as detailed below.

LIBRARY, PUBLICATIONS AND MUSEUMS

MCHS must employ an Education Program Director and a professional librarian to maintain and provide the following services:

- The MCHS research library;
- The MCHS publications program, including a bi-annual research journal;
- the MCHS's two museums (Beall-Dawson House and Stonestreet Medical Museum);
- Community programs including exhibits, lectures, workshops, and tours conducted both on-site and off-site;
- Ongoing outreach efforts, telephone support, electronic communications as needed;
- assistance to school curriculum advisors and teachers;
- Respond to oral and written responses as required for library and other information requests; and
- Verify and document that a minimum of \$13,750 in funds from other sources has been raised to support activities in this category.

MONTGOMERY COUNTY HISTORY DAY

MCHS must organize and manage all elements of an annual Montgomery County History Day for hundreds of middle and high school students, accompanied by their parents and siblings, to present history projects at their schools, culminating in a county-level competition in a variety of categories event by providing the following services:

- Identify and train schools and teachers interested in participating on behalf of their students;
- Provide training and support to students;
- Identify and secure a facility for the event;
- coordinate the student-project submissions;
- identify, train and organize judges for the event;
- Obtain prizes and locate presenters for the culminating awards ceremony;
- Assist winning participants in moving on to and state competitions and those winners to National History Day; and
- Document the event with photographs and a brief written narrative synopsis.

MONTGOMERY COUNTY HISTORY CONFERENCE

MCHC must organize and host an annual Montgomery County History Conference (a symposium focusing on the training needs of volunteers within county history and heritage organizations), including the following services:

- Conduct outreach to identify current or potential volunteers, a broad range of researchers, academic scholars, historians and the generally curious;
- Arrange for and coordinate session topics and presentations related to Montgomery County and Maryland history as well as interpretive techniques and professional museum standards of collections care and exhibit preparation;
- Identify and secure a facility for the event; and
- Document the event with photographs and a brief written narrative synopsis.

OUTCOME MEASURES / DELIVERABLES

The Contractor must provide documentation acceptable to the Department of Housing and Community Affairs (DHCA) of having achieved the following levels of activity through the ACTIVITIES section above. The Contractor must provide DHCA with a semi-annual one-page narrative accomplishment summary, including a paragraph indicating whether the described levels of accomplishments have been reached and if not, the reason(s) why. These narrative reports must be provided no later than each January 15 and July 15 for the preceding six-month period in the format provided at Exhibit I. No invoices will be paid to Contractors with outstanding overdue reports.

ACTIVITY	DELIVERABLES	DOCUMENTATION	
LIBRARY PUBLICATIONS AND MUSEUMS			
ON-SITE ATTENDANCE (persons)			
Museum Visitors	960	Maintain records available for inspection by DHCA upon request	
School Tours	1,341		
Library Visitors	600		
Museum Shop Visitors	450		
ELECTRONIC INTERACTIONS	25,000		
OFF-SITE ATTENDANCE (persons)			
Telephone inquiries to Museums & Offices	760		
Telephone Inquiries to the Library	485		
Telephone Inquiries to the Waters House	400		
Written Library Responses	425		
Genealogy Club Meetings	160		
Off-Site Programs	2,680 (4 programs)		
School Programs	3,780 (35 programs)		
OUTREACH (persons)			
Community Fairs & Festivals	2,025 (4 programs)		
Traveling Exhibits	1,000 (1)		
Museum Shop Shows	10,000 (1)		
Speaker's Bureau	1,450 (56)		
FUNDRAISING			
Raise Matching Funds	Minimum of \$ 13,750	Verification of funding Source	
MONTGOMERY COUNTY HISTORY DAY			
Attendees	250 entrants	Photos and brief narrative summary of event.	
MONTGOMERY COUNTY HISTORY CONFERENCE			
Attendees	100 registrants	Photos and brief narrative summary of event.	

ATTACHMENT II

BUDGET

All funding provided under this contract must be used for salary compensation and the specific related expenses enumerated below. The hourly rate of pay must not exceed the figures noted below. Funds may be reallocated among categories at the written request of the Contractor, but the aggregate total must not exceed the \$32,250 maximum contract value. All funding, if any, remaining undistributed at the completion term of the contract will be recaptured by DHCA and reallocated to other eligible projects. The Contractor must provide all additional funding as required from other sources to ensure full delivery of the services described herein.

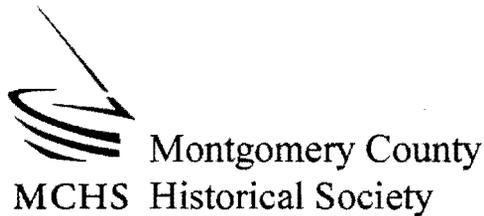
The Contractor must submit documentation of the number of hours billed during the period. All services under this contract must be performed during the active term of the contract. The Contractor must provide DHCA with the final invoice no later than 30 days following the end of the contract term.

BUDGET

	\$ / hr.	#Hours/wk	Total Hrs.	TOTAL
LIBRARY, PUBLICATIONS & MUSEUM				
Librarian*	21.00	6.5/40 +/-	333 +/-	7,000
Expenses** quarterly newsletter, bi- annual journal, electronic communications (eblast fees, website maintenance and fees), utilities, etc.				6,750
EDUCATION PROG DIRECTOR*	25.00	11/40 +/-	420 +/-	10,500
HISTORY DAY & HISTORY CONFERENCE				
Assistant Director*	25.00	3/40 +/-	160 +/-	4,000
Expenses** facility use fees, printed/postage, supplies/materials, etc.				4,000
			TOTAL	32,250

* All invoices must include time sheets indicating the day and number of hours worked, and the project. All employees receiving any portion of their salary from **other** public funding sources must show **all** hours worked and specify funding source for **all** on their time sheets.

** All invoices must be supported by copies of original vendor invoices.



March 23, 2011

Vivian,

As requested, I am providing details regarding the Montgomery County Historical Society's NDA-Historical Activity funding. First, let me state that we are thankful for being included in the FY12 budget. FY11 was not an easy year for our organization as we shifted our goals and priorities to align with a reduction in public and private funding. In FY11 our county funding was reduced by 50% from \$64,500 to \$32,250. This reduction, combined with other cuts in county funding to the HPC and AHCMC, greatly affected our organization. All together, reductions in funding resulted in a \$40,000+ loss for MCHS. To put this budget cut into perspective, the funding represented by the 50% reduction in our FY11 line item was equivalent to the salary of one full time staff member. The funding reduction forced us to make some very hard decisions that permanently changed the face of MCHS.

As a result of the funding decrease we altered or eliminated the following programs and staff positions:

- Reduction of library open hours and associated staff; open hours reduced by two days or 40% and librarian time reduced by 25%
- Elimination of a housekeeping position
- Elimination of a part-time Office Assistant position
- Part-time School Coordinator retired and position not refilled
- Part-time Archivist resigned and position not refilled
- Withdrawal from the lease agreement with M-NCPPC to maintain the Waters House History Center in Germantown
- Consolidation of our exhibit program from four changing exhibits/year at two museums to one changing exhibit/year at one museum
- Reinterpretation of the Beall-Dawson House to incorporate a broader history of the county, including the sections on suburban development and demographic change, put on hold indefinitely
- Ended agreement to provide access to the Montgomery County Archives

The FY12 proposal maintains our funding at \$32,250. Although we would have preferred to have our funding restored to \$64,500, we are grateful that our line item was maintained in the budget and not cut further. Currently, our small staff consists of three full time employees, two half time employees and two hourly weekend staff. An additional cut in FY12 would have been devastating, forcing us to further reduce our programming and open hours, as well as consider eliminating core staff positions essential to our mission.

Although our funding remains even in FY12, cuts to AHCMC budget and the elimination of funding for the HPC grant program will continue to adversely impact our organization in the coming year. Reductions in public funding at all levels compromise our ability to leverage support from other sources and raise



independent revenue to support the programs, services and educational activities we provide to county residents.

For many years, the relationship between MCHS and Montgomery County has represented a successful public-private partnership that has benefitted both parties while serving the historical and cultural needs of the community. We are grateful for past support and hope that this relationship continues for many years to come. MCHS acts as the collective memory of the county, providing opportunities for residents to participate in understanding and interpreting Montgomery County's past, present and future. Continued public funding is essential to ensure these opportunities remain available and our history is not lost to the past.

Sincerely,
Beth Hickey
MCHS Interim Director

VY

GOVT
Delgado, Annette

From: John Spiers [spiers@bc.edu]
Sent: Tuesday, February 22, 2011 12:50 PM
To: Andrew's Office, Councilmember; Berliner's Office, Councilmember; Elrich's Office, Councilmember; Ervin's Office, Councilmember; Floreen's Office, Councilmember; Rice's Office, Councilmember; Riemer's Office, Councilmember; Leventhal's Office, Councilmember; Navarro's Office, Councilmember; Montgomery County Council
Subject: Montgomery County Archives

February 22, 2011

060755



To the Montgomery County Council
Re: Montgomery County Archives

I am writing in regards to the current inaccessibility and longer-term uncertainty of the availability of the records of the Montgomery County Archives. This is a situation that I find deeply troubling as an academic historian interested in the history and contemporary issues of Montgomery County. I am also concerned about this situation because it infringes on the rights of Montgomery County residents and other members of the public to have access to the records maintained by the County government in the course of its business activities.

I should first explain my professional interest in the Montgomery County Archives. I am a Ph.D. Candidate in the History Department at Boston College. I am currently researching and writing a dissertation on how public decision-making has shaped the growth and development of the Washington metropolitan area since 1945. My project includes two case studies pertaining to Montgomery County: the Intercounty Connector and the Agricultural Reserve. These cases are not just of historical importance but are also of ongoing concern to residents and of interest to scholars. You likely remember how controversial the Intercounty Connector was (and continues to be) for the County, while the Agricultural Reserve is a locally important and nationally-recognized model for controlling suburban sprawl by using a combination of regulatory and market-based incentives to promote the preservation of agricultural land.

To support my research on Montgomery County, I have received a summer research fellowship from the History Department at Boston College and the first Suburban Studies Fellowship offered by the recently created Mary Kay Harper Center for Suburban Studies, housed at the Montgomery County Historical Society. As a Ph.D. Candidate, I have worked diligently to develop an eye for important historical issues and to do research of publishable quality. From earlier research projects, I have had an article published in an academic, peer-reviewed journal, and a second article that will appear this year in another academic, peer-reviewed journal. A version of my Intercounty Connector case study, which I recently presented at the Montgomery County Historical Society's conference on January 22 of this year, will also be published in an upcoming issue of the Society's Montgomery County Story. In the short time that I have been doing research on Montgomery County, I have found that there appears to be a significant academic and public interest in the County's history and the contemporary issues facing it.

Although I have not been able to conduct research in the County Archives (because of their inaccessibility over the past year), the finding aids that detail the contents of the collections lead me to conclude that they represent one of the most complete and important sources of information about post-1945 suburban history in the Washington, DC metropolitan area and arguably in the United States. The Archives provide a wealth of information to scholars and local residents, and are vital for aiding in the understanding of the history and contemporary issues shaping Montgomery County.

While the Montgomery County Archives is of considerable importance to scholars such as myself, an even more important issue regarding the Archives, given their current status, is their inaccessibility to the public. The residents of Montgomery County deserve, and are entitled to, access to the records generated by their County government in the course of its business. A few months ago, I called neighboring Prince George's County to ask about a "Public Documents Library" that was mentioned on the county's website and that appeared to be similar in purpose to the Montgomery County Archives. I learned from the

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Office of the Clerk of the County Council that the Library had been dissolved, and the whereabouts of its collections were unknown. To not have such information made accessible to the public seriously undermines the transparency of the government.

Admittedly, we live in difficult economic times. As public officials trying to do as much as you can for your constituents with less and less resources, it is necessary to make tough choices. But, deciding to defer or eliminate the funding necessary to making the Montgomery County Archives accessible to residents, researchers, and the public is not a "tough choice" - it is a serious barrier to the transparency of government, the ability of the public to understand the county's past, and the importance of using the past to inform present and future decision-making about the major issues affecting the County.

I urge the Montgomery County Council to make the records of the County Archives accessible to residents and the public at the earliest possible date by providing funding for the renovations of the Red Brick Courthouse and ensuring that there is adequate staff support for the facility that houses the records. I would welcome the opportunity to discuss at greater length with interested council members or the Council as a whole the importance of making the Montgomery County Archives available to the public as soon as possible and for the long-term.

Sincerely,

John Spiers
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