

Montgomery County Archives Record Groups

Record Group 1. Executive Branch

This record group documents executive functions of County government, including current and discontinued offices, and reflects the work of the County Executive and supporting executive offices.

Current records at the Archives:

- **Assistant Chief Administrative Officer**, 1959-1994
- **Chief Administrative Officer**, 1962-1994
- **County Attorney**, 1949-1999
- **County Executive**, 1968-1994
- **County Executive Printed Material**, 1971-1998
- **County Manager**, 1948-1970
- **Silver Spring Regional Services Center**, 1979-2000
- **Upcounty Regional Services Center**, 1986-1998

Record Group 2. County Council

Records in this record group include papers of individual Council members and document the achievements of the County Council, the elected legislative branch of the County government. The

Archives currently holds the records of:

- **County Council**, 1964-1988, 1884-1987, 1949-2000
- **County Council Laws and Ordinances**, 1978-1992
- **County Council Printed Material**, 1948-1998
- **Crenca, Rose**, 1969-1990
- **Ewing, Gail**, 1989-1998
- **Gelman, Esther**, 1974-1985
- **Hanna, William E., Jr.**, 1983-1998
- **Kramer, Sidney**, 1970-1974
- **Potter, Neal**, 1948-1997

Record Group 3. Legislative Support

This record group documents the activities and functions of offices which support legislative functions. Records available at the Archives:

- **Guide to the Printed Material of Record Group 3**, 1967-1993

Record Group 4. Finance and Budget

Records in this record group document financial management and recordkeeping, and the budget-making process. Records available at the Archives:

- **Guide to the Printed Material of Record Group 4**, 1931-1998
- **Office of Management and Budget**, 1948-1990

Record Group 5. Human Resources

This record group documents the activities of offices which manage and coordinate human resources for County offices. Records available at the Archives:

- **Office of Personnel: Classification, Compensation, Research Station**, 1967-1969
- **Guide to the Printed Material of Record Group 5**, 1966-1993

Record Group 6. Public Works and Transportation

Records in this record group document the maintenance and planning for public facilities, roads, and public property in the County. Records available at the Archives:

- **Department of Public Works**, 1935-1956
- **Department of Transportation**, 1938-1984
- **Facilities and Services Department**, 1961-1979
- **Guide to the Printed Material of Record Group 6**, 1932-2000

Record Group 7. Public Safety

Records document the activities and programs of offices in the County which perform public safety functions. Records available at the Archives:

- **Guide to the Printed Material of Record Group 7**, 1941-1998, 2001
- **Police Department, Field Services Bureau**, 1977-1979
- **Office of Consumer Protection (formerly Office of Consumer Affairs, RG10)**, 1976-1980, 2007-2008

Record Group 8. Environmental Protection

This record group documents the activities and programs of County offices charged with protecting the environment, including land and water resources in the County. Records available at the Archives:

- **Division of Resource Protection**, 1961-1983
- **Division of Solid Waste Management**, 1967-1994
- **Division of Water Resources Management**, 1993-1995
- **Guide to the Printed Material of Record Group 8**, 1972-1997
- **Housing and Animal Control Division**, 1967-1975

Record Group 9. Health and Human Services

This record group consists of the records of County offices responsible for providing health and social services to families, children, and individual residents in the County. Records available at the Archives:

- **Advisory Commission on Drug Abuse, 1968-1984**
- **Department of Family Resources, 1981-1983**
- **Department of Health, 1884-1981, 2000**
- **Department of Health Systems Planning and the Health Planning Commission, 1965-1989**
- **Department of Social Services, 1935-1995**
- **Guide to the Printed Material of the Department of Family Resources, 1978-1993**
- **Guide to the Printed Material of Record Group 9, 1935-2001**
- **Office of Drug Control, 1968-1976**

Record Group 10. Community Development & Housing

This record group documents the functions and activities of County offices responsible for providing housing for low to moderate income residents, and fostering economic development. Records available at the Archives:

- **Department of Economic Development, 1976-1997**
- **Department of Housing and Community Development, 1969-1987**
- **Guide to the Printed Material of Record Group 10, 1964-1999**

Record Group 11. Libraries

This record group documents the County's provision of library services. Records available at the Archives:

- **Department of Public Libraries, 1908, 1931-1989**
- **Library Board, 1949-1994**
- **Wheaton Library Advisory Committee, 1950-1989**
- **Griffen, Agnes, 1980-1996**
- **Bethesda Public Library, 1927-1997**
- **Guide to the Printed Material of the Department of Public Libraries, 1952-1992**

Record Group 12. Culture and Recreation

This record group documents the activities and functions of County offices which promote recreational and cultural activities in the County. Holdings available at the Archives:

- **Department of Recreation, 1954-2000**

Record Group 13. Information and Technology

This record group documents the activities and functions of County offices which are charged with promoting new technologies and generally encouraging wider dissemination of information and education in the County. Records available at the Archives:

- **Guide to the Printed Material of Record Group 13, 1960-2000**
- **Office of Public Information, 1969-1980**

Record Group 14. Liquor Control

Records document the County's responsibilities for the sale and control of alcoholic beverages in the County. Holdings available at the Archives:

- **Guide to the Records of Record Group 14, 1952-1994, 2003-2004**

Record Group 15. Boards, Committees and Commissions

This record group documents the activities and functions of boards, committees, and commissions appointed exclusively by County government as well as other government or private organizations. Check the Public Libraries' online public access catalog for current records. Holdings available at the Archives:

- **Alcohol and Other Drug Abuse Advisory Council, 1987-1996**
- **Bethesda-Chevy Chase Citizens Advisory Board, 1994-1996**
- **Bethesda Urban Partnership, 1986-1996**
- **Bicentennial Commission, 1973-1976, 1988**
- **Board of Appeals, 1972, 1994-1996**
- **Board of Elections, 1974-1883**
- **Board of Electrical Examiners, 1984, 1987-1999**
- **Board of Investment Trustees, 1987-1990**
- **Board of Registration for Building Contractors, 1977-1994**
- **Cable and Communications Advisory Committee, 1980-1992**
- **Charter Review Commission, 1966-1967, 1974, 1979-1986, 1990, 1992, 1998, 2002**
- **The Commission for Women, 1974-2001, 2007**
- **Commission on Aging, 1984-1994**
- **Commission on Child Care, 1991-1996, 2000-2006**
- **Commission on Children and Youth, 1986-1997**
- **Commission on the Future of Montgomery County, 1985-1988**
- **Commission on the Humanities, 1984-1996**
- **Commission on Juvenile Justice, 1979-1996, 2002-2004**
- **Commission on People with Disabilities, 1982-2000**
- **Community Action Committee, 1968-1996**
- **Advisory Committee on Consumer Affairs, 1983-1994**

- **Criminal Justice Coordinating Committee**, 1994-1996
- **East County Citizens Advisory Board**, 1995, 2002
- **Energy Conservation Advisory Committee**, 1984, 1995
- **Ethics Commission**, 1978-1986
- **Fire and Rescue Commission**, 1977-1996
- **Georgian Woods Fire Inquiry Board**, 1979
- **Historic Preservation Commission**, 1965-2008
- **Historical Review Committee**, 1973-1976
- **Housing Opportunities Commission**, 1968-1999
- **Human Relations Commission**, 1957-1996
- **Interagency Coordinating Board**, 1981-1993
- **Joint Citizens Advisory Board**, 1993-1994
- **Juvenile Court Committee**, 1986-1987
- **Martin Luther King Commemorative Committee**, 1977-1994
- **Maryland-National Capital Park & Planning Commission**, 1941-1996
- **Merit System Protection Board**, 1988-1993
- **Montgomery County Planning Board**, 2000
- **Noise Control Advisory Board**, 1983-1993
- **Recreation Advisory Board**, 1993-1996
- **Revenue Authority**, 1986-1996
- **Sign Review Board**, 1986-1993
- **Solid Waste Advisory Committee**, 1982-1996, 1999
- **Victim Services Advisory Board**, 1989-1993
- **Washington Suburban Sanitary Commission**, 1918-1994
- **Western Montgomery County Citizens Advisory Board**, 1998
- **Wheaton Urban District Advisory Committee**, 1987-1994

Record Group 16. Oral Histories

This record group consists of oral history recordings and transcripts of interviews conducted with County officials and other individuals who have significantly contributed to the County's development or whose recollections represent a unique interpretation of the County's affairs and historic events.

- **Guide to the Oral Histories**, 1969-1998

The Archives holds the oral histories of the following Montgomery County citizens:

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| ○ Abbe, Leslie Morgan , 1971 | ○ Bullard, Dexter M. , 1969 |
| ○ Bain, Henry , 1969 | ○ Burroughs, Mildred , 1975 |
| ○ Barnesley, Myrtle , 1975 | ○ Cahoon, David , 1989 |
| ○ Bennett, James V. , 1975 | ○ Coffman, John W. , 1972 |
| ○ Bloomer, Esther , 1971 | ○ Curtis, Frances Vinson , 1972 |

- **Dalrymple, Gertrude Bradley**, 1971
- **Donaldson, Mary Macabee**, 1972
- **Dove, William**, 1975
- **Duvall, C. F.**, 1975
- **Eig, Sam**, 1972
- **Engle, Lavinia**, 1971
- **Farquhar, Richard H.**, 1977
- **Farquhar, Roger B.**, 1979
- **Farr, Janet**, 1975
- **Gardner, Allen H.**, 1973
- **Getty, Mildred Newbold**, 1975
- **Gilchrist, Charles W.**, 1986-1987
- **Gladhill, Mollie**, 1974
- **Gleason, James P.**, 1987
- **Greene, Alexander J.**, 1988
- **Gustafson, Forest V. D.**, 1971
- **Hartley, Dr. Gilbert V.**, 1975
- **Himstead, Dorothy**, 1972
- **Hostetler, Alice**, 1971
- **Hovsepian, Dickran**, 1988
- **Jarvis, Edith Claude**, 1971
- **Jewell, Edgar Guy**, 1973
- **Johns, W. Brooks**, 1975
- **Jones, Margaret Taylor**, 1971
- **Leaf, Munro**, 1975
- **Lee, E. Brooke**, 1977
- **Lee, E. Brooke** – Attachments, 1913-1943
- **Levitan, Laurence; Mathias, Joseph M.; Sedgwick, Byron**, 1987
- **Lowe, Mercedes Davis**, 1975
- **McGuckian, Paul**, 1989
- **Mason, Geneva**, 1975
- **Menke, John**, 1989
- **Mohler, Mary B.**, 1972
- **Moore, Steven**, 1971
- **Moreland, George B.**, 1974
- **Nesbitt, George F.**, 1975
- **Neumann, John W.; Carlin, Austin; Cromwell, James J.; Hewitt, Frank L.; Levitan, Laurence; Mathias, Joseph M.; Sedgwick, Byron**, 1987
- **Nichols, Betty**, 1975
- **Ofsthun, Neil A.**, November 1971
- **Potter, Neal**, 1998
- **Prather, James E.**, 1976
- **Rovner, Edmund F.**, 1986
- **Royer, Martha**, 1974
- **Royer, William E.**, 1976
- **Sandifer, Irene R.**, 1971
- **Siegel, Joyce B.**, 1972
- **Sims, Lewis B.**, [1975]
- **Smith, Lathrop**, 1971
- **Smith, Lucy**, 1974
- **Stone, R.**, 1971
- **Talley, Anna L.**, 1977
- **Walker, Helen Claxton**, 1971
- **Walter, Malcolm D.**, 1974
- **Waters, Madeline V. and Herbert Dorsey**, 1974
- **Werner, Stella**, 1971-1975
- **Zea, Margaret**, 1976

Record Group 17. Personal Papers

This record group consists of the papers of individuals who significantly influenced County affairs.

Records available at the Archives:

- **Christeller, Norman L.**, 1960-1998
- **Greene, Alexander**, 1952-1986
- **Morris, Harold P.**, 1928-1960
- **Throckmorton, Edith**, 1946-1985
- **Werner, Stella B.**, 1930-1980

Record Group 18. Civic Organizations

This record group consists of civic organizations, associations, and federations in the county which interact with and have influence upon County government. Records available at the Archives:

- **Home Interest Club of Forest Glen**, 1932-1937
- **League of Women Voters**, 1941-1990, 1925-2010
- **Literacy Council of Montgomery County**, 1963-1994
- **Montgomery County Association for Retarded Citizens**, 1983
- **Montgomery County Charter Committee**, 1942-1954, 1968-1976
- **Montgomery County Citizens Planning Association**, 1954-1975
- **Montgomery County Civic Federation**, 1925-1998
- **Montgomery Soil Conservation Districts**, 1979-1980
- **National Association for the Advancement of Colored People (NAACP), Montgomery County, Maryland Branch**, 1988
- **Rock Creek Watershed Association**, 1949-1959

Record Group 19. Audiovisual

This record group includes photographic prints and negatives, slides, audiotapes (exclusive of oral history tapes), videotapes, film, and other audiovisual materials. Current collections include:

- **Aerial Photographs of the Montgomery Soil Conservation District**
- **Audio Recordings**
- **Maps**
- **Microfiche**
- **Microfilm**
- **Moving Images**
- **Photographic Prints and Images: Index and Box Inventory**

Record Group 20. Artifacts

This record group includes three-dimensional materials which document County history.

- **Guide to Record Group 20: Artifacts**

Record Group 21: Community Use of Public Facilities

This record group documents the Interagency Coordinating Board's history from its inception in 1978 through 1992.

- **Guide to Record Group 21: Community Use of Public Facilities, 1978-1992**