



Montgomery County Government

A DESCRIPTION AND EVALUATION OF THE COUNCIL COMMISSION ON THE HUMANITIES

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I. SUMMARY OF MAJOR CONCLUSIONS AND RECOMMENDATIONS

This report describes and evaluates the operation of the Council Commission on the Humanities (CCOH) which is legislatively scheduled to sunset on December 1, 1990. The conclusions and recommendations of this report are as follows:

- It would be beneficial for the CCOH to continue its mandates of advising the County Council on the humanities, and initiating and coordinating programs. Therefore, the Council should amend Code Section 9A-4 to extend the CCOH beyond its current sunset date of December 1, 1990 to December 31, 1996, and adjust the expiration of membership terms to coincide with the December 31st date.
- Members of the CCOH are very active on behalf of the Commission, currently devoting 30-40 hours per month on CCOH related duties. Member responsibilities associated with co-sponsorships have grown each year as the number of approved programs has increased. In addition, the CCOH has requested an increase in funding for FY91 to expand CCOH initiated programs and co-sponsorships. Added responsibilities associated with these initiatives warrant adding up to three members to the CCOH. Therefore, OLO recommends that the Council amend Code Section 9A-2(a) to increase the number of members for the CCOH from 12 to 15 individuals.
- To date, the CCOH has relied almost exclusively on the County for its financial resources. Now that the Commission is firmly established and has streamlined its operation, the CCOH should investigate outside sources of funding to supplement County resources. Therefore, OLO recommends that the CCOH investigate the feasibility of obtaining grants and private contributions to expand its financial base, and report to the Council on its findings. In conjunction with this recommendation, the Council should amend Code Chapter 9A to allow the CCOH to pursue and accept grants and contributions from public agencies, individuals, and private organizations.
- With the increasing responsibilities associated with the growth in co-sponsorships and future CCOH programs, and the incremental workload related to adding members, it may be necessary to increase the staff support assigned to the Commission. Therefore, OLO recommends that the Council consider increasing staff support for the CCOH.
- The CCOH does not have a formal procedure for indoctrinating new members to the work of the Commission. Although CCOH members often quickly acclimate themselves, Commissioners estimate that it takes about six to eight months to become a fully functioning CCOH member. Therefore, OLO recommends that the CCOH develop an introductory packet to acquaint new members with the work of the Commission. The packet should include a brief history of the CCOH and copies of Code Chapter 9-A, the CCOH bylaws, program guidelines for co-sponsorships, proposal and evaluation forms, and the two most recent CCOH annual reports.

II. AUTHORITY, SCOPE, METHODOLOGY, AND ACKNOWLEDGEMENT

A. Authority

Council Resolution No. 11-1907, CY 1990 Work Program of the Office of Legislative Oversight, adopted March 13, 1990.

B. Scope

This report describes and evaluates the operation of the Council Commission on the Humanities (CCOH), which is legislatively scheduled to sunset on December 1, 1990. The CCOH was created in 1984 by Bill No. 5-84, establishing Chapter 9A of the Montgomery County Code entitled Council Commission on the Humanities¹, with a sunset date of July 1, 1989. Subsequent Emergency Bill No. 46-84 changed the sunset date to September 15, 1990; and Emergency Bill No. 56-84 further extended the sunset date to December 1, 1990.

C. Methodology

This project was conducted by Joan Pedersen, Program Evaluator, with assistance from Paul Coombs, Public Administration Intern, during February - April of 1990. Research for the evaluation included review of the legislative file; review of Commission minutes of meetings and other CCOH documents; interviews with prior and current CCOH members; and interviews with County Council staff assigned to provide professional and clerical support to the Commission.

D. Acknowledgement

The Office of Legislative Oversight (OLO) acknowledges the cooperation of current and prior officers and members of the CCOH and Council staff. All contacts and interviews with County staff and past and present members of the CCOH were forthright and helpful. The OLO was especially impressed with the interest and dedication of the persons who are associated with the work of this Commission.

III. BACKGROUND AND ORGANIZATION OF THE COUNCIL COMMISSION ON THE HUMANITIES

A. Creation of the Council Commission on the Humanities

Bill No. 5-84 proposed establishing the Council Commission on the Humanities (CCOH) to advise the County Council of ways to broaden the County's involvement in the humanities. The bill, sponsored by the Council President, was introduced on January 17, 1984, and a public hearing was held on March 20, 1984. There was one speaker at the public hearing to represent the Montgomery County Arts Council, which expressed support for an effort in the humanities. The bill was enacted on June 5, 1984, to become effective September 13, 1984.

¹ Unless otherwise indicated, all code chapters and sections cited in this report are references to the Montgomery County Code, 1984, as amended.

Because Bill No. 5-84 would not have become effective until September 13, 1984 and the initial terms of CCOH membership cited in the legislation were to begin on May 1, technical corrections were made to the law through enactment of Emergency Bill No. 46-84, effective August 28, 1984. This bill changed the starting date for the initial terms of Commission members from May 1 to September 15, 1984 and changed the sunset date from July 1, 1989 to September 15, 1990, to allow for a full six years before sunset.

Subsequently, the Council determined that the CCOH should be increased from nine members to twelve, and accomplished this goal by enacting Emergency Bill No. 56-84, effective November 21, 1984. Besides addressing the size of the membership, this bill again changed the starting date for the initial terms of Commission members (from September 15 to December 1, 1984) and further extended the sunset date to December 1, 1990. Attached as Exhibit A is a copy of County Code Chapter 9A, Council Commission on the Humanities, which is the codified version of the above three bills.

On November 27, 1984 the Council adopted Resolution No. 10-1043 appointing the twelve members to the CCOH and appointing the first chairperson. The Commission held its first official meeting on January 30, 1985.

B. Commission Organization

The Commission on the Humanities (CCOH) consists of 12 members who are appointed by the County Council. The initial base terms of membership beginning December 1, 1984 were staggered one, two, and three year terms. Subsequent appointments have been for three year terms which expire November 30 of a particular year. Consequently, one-third of the membership terms expire every year.

With few changes, the CCOH adopted as its bylaws the mandates included in the enabling legislation, and defined its officers to include a chairperson and one vice-chairperson. In accordance with the CCOH bylaws, each chairperson has been appointed by the County Council and has served in that capacity in coincidence with his or her term of membership on the Commission. When the chair is vacated, the CCOH participates in selection of a new chairperson by recommending one of its members for appointment by the County Council. The vice-chair is determined by CCOH elections which are held each January.

The CCOH bylaws define the duties of the chairperson to include: presiding over all meetings, appointing such committees as are necessary, overseeing the work of committees, and representing the CCOH before the Council and at other events. The primary duties of the vice-chairperson are to assist the chairperson and assume the responsibilities of the chair in the absence of the chairperson.

In its first year of operation, the CCOH found that the best utilization of its membership was to divide the workload by forming committees. At the fourth CCOH meeting, three standing committees were formed: Program Planning, Publicity, and Budget and Finance. It was later

decided that the entire membership should be involved in the program development aspects and the Program Planning Committee was dropped. Because the CCOH found the committee system to be efficient, it has continued to form committees to accomplish the majority of its objectives.

Since creation of the CCOH, the County Council has provided assistance by assigning a part-time position of the Council staff as professional support to the Commission. Additionally, since 1987, a part-time clerical position has been assigned to assist the professional position in support of the Commission. While neither of these positions is assigned exclusively in support of the CCOH, a combined effort of approximately 30 to 40 hours per week is currently devoted to this task.

IV. DESCRIPTION OF THE RESPONSIBILITIES, PROGRAM ACTIVITIES, AND FISCAL ACTIVITIES OF THE COUNCIL COMMISSION ON THE HUMANITIES

A. Commission Responsibilities

The CCOH was created as an advisory body to the County Council pursuant to Section 2-143 of County Code Chapter XI, Boards, Committees and Commissions. The legislatively mandated responsibilities of the Commission are to:

- Seek to promote active consideration of the humanities in the development of public policy.
- Recommend to the County Council activities that will promote interest in the humanities.
- Conduct studies, discussions, or informational activity in the humanities.
- Foster a sense of continuity between history and current events.
- Assist in the application of human values to a technology oriented society.
- Undertake or encourage projects relating to the humanities such as historic preservation, "cracker-barrel" debates, oral histories, "meet the author" events, etc.
- Serve as a focused voice for the humanities in Montgomery County.
- Submit an annual request for funds to support the charge of the Commission.
- Submit an annual report to the County Council on the activities of the Commission.

B. Commission Program Activities

The CCOH has undertaken and encouraged projects relating to the humanities by co-sponsoring, sponsoring, and initiating programs. The CCOH has co-sponsored programs by providing funds to individuals and organizations who apply directly to the CCOH for co-funding. These co-funded programs are listed by fiscal year in Exhibit B, Programs Co-Sponsored by the Council Commission on the Humanities. The CCOH has planned and implemented programs at the request of the County Council and individual CCOH members. In addition, the CCOH has initiated and sponsored programs by means other than direct funding, such as providing panelists and moderators, materials, publicity, and training for specific programs. These CCOH initiated programs are listed by fiscal year in Exhibit C, Commission Initiated Activities and Programs.

The following section of this report highlights CCOH program activities by fiscal year.

FY85

The CCOH, having been created in mid-FY85, spent its first six months organizing itself and developing program activities. Through committees formed during this period, the CCOH drafted and adopted its bylaws (Bylaws Committee); prepared press releases announcing the existence of the Commission, designed a CCOH brochure, and compiled a mailing list (Publicity and Brochure Committees); planned programs to be carried out in FY86 (Program Planning and Ethnic Heritage Festival Committees); and prepared a budget request for FY86 (Finance and Budget Committee).

Also during this time, the CCOH sent letters to the Board of Trustees of Amherst College expressing concern over a proposal to close the Folger Theatre, and to the Maryland Department of Education and the Montgomery County Board of Education supporting the efforts of the State and County to introduce Fine Arts as a requirement to qualify for high school graduation.

FY86

During its first full fiscal year of operation, Commission members sought out humanities-related programs and activities for the CCOH to sponsor. Through this process, the CCOH initiated and sponsored a "Bioethics Seminar" series at various locations including local area hospitals, featuring discussion of ethics in medicine; and a "The Play's the Thing" series at local theatres, featuring post-performance panel discussion of selected plays.

In addition to these activities, the CCOH participated in the 1985 Ethnic Heritage Festival by staffing an information and exhibit booth and sponsoring two activities. The exhibit booth was designed to illustrate the humanities as a bridge among cultures, and Polaroid photographs were taken of children dressed in Renaissance apparel as they attempted to write with quill

pens. The photographs were given to the children together with a brochure about the CCOH. The other activity featured a twenty minute musical performance with a cultural theme.

In August 1985, the CCOH was approached by a representative of the Strathmore Hall Arts Foundation to assist with its program, "Kids and Kin", which featured four different ethnic heritage performances held on Sunday afternoons. The CCOH agreed to co-sponsor the series by contributing \$200 toward the discussion portion of the performances and assisting with publicity of the series in upcoming CCOH flyers and brochures. In October 1985, the CCOH was requested to assist with a program at Montgomery College which featured a local poet of national prominence reading and discussing her poems. The CCOH agreed to co-sponsor the event by contributing \$50 toward the program and assisting with publicity.

As organizations in the County began approaching the CCOH with requests for assistance with programs, the CCOH determined that it would be advantageous to establish a formal process for considering requests for CCOH support; thus, a Program Proposal Committee was formed. Through this committee, the CCOH developed official program guidelines, a program proposal form, and a formal process within the CCOH for evaluating proposals. The Commissioners agreed that the CCOH would bi-annually send out requests to organizations for program proposals and would include encouragement for submission of proposals in certain areas of emphasis, such as the Bicentennial of the Constitution for FYs 87-88. These proposals would then be considered for co-sponsorship by the CCOH in June and January of each year. Proposals for CCOH initiated programs could be presented for consideration throughout the year.

FY87

During FY87, the CCOH continued to refine and improve its program proposal procedures, and established a late submission procedure. The CCOH also decided to review program quality by assigning at least one Commissioner to attend each co-sponsored event or at least one program of a series. During this fiscal year, 24 proposals were reviewed by the CCOH and 11 programs were co-sponsored. These programs included lectures, panel discussions, and exhibits for a variety of audiences. (Additional details regarding CCOH co-sponsored programs is attached to this report as Exhibit B.)

Besides continuing its "The Play's the Thing" series in FY87, the CCOH cooperated with the Montgomery County Historical Society to present a workshop to County residents and organizations for the purpose of providing information on possible Bicentennial activities for FY88 and offering follow-up support for programs developed as a result of the workshop.

Other activities of the CCOH during FY87 included developing its tri-annual newsletter, Human Interest; hosting a reception at Strathmore Hall for organizations interested in the humanities; participating in the Spring Festival in the Olney-Sandy Spring area; planning FY88 activities for celebration of the Bicentennial of the U.S. Constitution; and developing an essay contest for naming an official County bird and blossom.

FY88

The CCOH identified the celebration of the Bicentennial of the U.S. Constitution as an area of concentration for Commission activities and co-sponsorships for the calendar year spanning FYs 87-88. The CCOH promoted the theme during FY88 by co-sponsoring and participating in Bicentennial programs. One of these programs featured a series of CCOH authored "Bicentennial Minutes" highlighting events which took place each week at the Constitutional Convention. These one-minute histories were read each week at the beginning of Council sessions throughout the summer.

A program in which the CCOH actively participated was a "Jefferson Meeting" which featured lectures and discussions on the fundamentals of the American constitutional system. Another program sponsored by the CCOH was an exhibit called "Freedom of the Press: Then and Now", which featured a modern newspaper and a newspaper from the time of the framing of the Constitution. This exhibit included a hands-on activity allowing children to write their names with printing blocks. The exhibit was featured at both the 1987 Ethnic Heritage Festival and the launching of the ship "The Federalist" at Lake Needwood Park. In May 1988, a Bicentennial Leadership Award was presented on behalf of the Bicentennial Leadership Project to the CCOH for its outstanding contributions to the commemoration of the Bicentennial.

Also during FY88, at the request of the County Council, the CCOH implemented a method for selecting an official County bird and blossom. For this task, the CCOH conducted a Montgomery County Bird and Blossom Essay Contest for fourth grade students in County schools. The County Council officially opened the contest on September 22, 1987 by Resolution No. 11-458, which was written in verse by a member of the CCOH. The entries were judged by the CCOH and the official selections of the Robin as the County bird and the Dogwood as the County blossom were announced to coincide with Maryland Day.

Other program activities by the CCOH in FY88 included continuing its "The Play's the Thing" series at the Roundhouse and the Washington Jewish Theatres; providing training and materials for a "National Issues Forum" series of discussion on topics of public interest at County libraries; and hosting a reception at Strathmore Hall for organizations interested in the humanities.

During FY88, the CCOH received 25 proposals for co-sponsorship, of which 15 were approved, and 14 were completed. The completed programs included lectures, debates, panel discussions, videotape productions, workshops, and exhibits for a variety of audiences. (See Exhibit B for additional details on CCOH co-sponsored programs.)

To streamline the proposal process, the CCOH decided to create a Screening Committee to preview program proposals for clarity and completeness. The committee was formed to assist groups and individuals who may not have had much experience writing proposals, and was assigned responsibilities for identifying any areas of a proposal which were ambiguous, unclear, or incorrect, and offering the proposer an opportunity to clarify the proposal when necessary.

In relation to the programs themselves, the CCOH determined that a formal evaluation procedure should be developed to control the quality of programs the CCOH would co-sponsor. To standardize the evaluation procedure, the CCOH developed a Program Evaluation form to be independently completed by program co-sponsors and CCOH members immediately after conclusion of each program.

The CCOH selected Science, Technology and the Humanities as a topic of special emphasis for FYs 89-90, and formed a CCOH committee to identify programs relating to the theme for development or co-sponsorship by the Commission. As part of this effort, the Science and Technology Committee drafted a statement encouraging submission of program proposals relating to science and technology, and prepared a special mailing to science and technology groups in the area. As a result of the committee's efforts, a number of programs relating to the Science, Technology and the Humanities theme were approved for presentation in FYs 89 and 90. (See Exhibit B for additional information on CCOH co-sponsored programs.)

FY89

During FY89, the CCOH continued its support of the "National Issues Forum" series by assisting with a forum on health care for the elderly at the Wheaton Library and co-sponsoring a similar forum at Montgomery College. In FY89, the CCOH also continued its "The Play's the Thing" series at the Washington Jewish Theatre, the Roundhouse Theatre, and the Montgomery College Black Box Theatre (while the Roundhouse Theatre was being renovated).

The CCOH participated in the 1988 Ethnic Heritage Festival with a booth featuring a display of calendars from different cultures. Part of the booth was used for a hands-on project where visitors were asked to identify holidays they celebrated and then invited to post the names of their favorite holidays on a large exhibit board, thus creating a Multicultural Calendar.

In October 1988, the GSA Committee requested that the CCOH comment on the Commission on the Future's recommendation to establish a museum of historical and cultural heritage which would illuminate the history of Montgomery County and point to its future. The CCOH responded that it strongly favors such a museum and offered to assist in any capacity with its development.

To further streamline its program proposal process and assist potential co-sponsors, the CCOH conducted a program proposal writing workshop to familiarize organizations with the CCOH program co-sponsorship process. The CCOH was pleased with the results of this proposal writing workshop which were evident in the quality of program proposals subsequently submitted to the CCOH for co-sponsorship.

For FY89, the CCOH received 35 proposals for consideration and approved 26 co-sponsorships, of which 23 programs were completed. The completed programs included lectures, panel discussions, theatre and film appreciation events, and exhibits for a variety of audiences. (See Exhibit B

for further details on CCOH co-sponsored programs.) To better evaluate program quality, the CCOH developed an evaluation form to be completed by members of a program's audience, and placed a requirement on co-sponsors to submit completed evaluation forms with their requests for payment.

To make proposal materials more user-friendly, the CCOH revised its program guidelines and proposal forms during FY89. The CCOH also revised its program proposal procedures by establishing a "first draft" policy with a submission deadline several weeks before the final deadline. First drafts would be reviewed by members of the CCOH, and the authors of the drafts would be given an opportunity to revise them before the final deadline. In conjunction with the revision of the program proposal review process, the CCOH Screening Committee was disbanded and replaced by a policy of assigning Commissioners to each proposal.

FY90

During FY90, the CCOH offered a second proposal writing workshop, concentrating on the structure of a program proposal, which was attended by 36 individuals. As of December 31, 1989, the CCOH had received 29 program proposals for FY90, of which 19 had been approved for CCOH co-sponsorship. These programs included lectures, panel discussions, workshops, videotape productions, music appreciation, and exhibits for a variety of audiences. (See Exhibit B for additional details on CCOH co-sponsored programs.) Another 20 proposals for programs in FYs 90-91 are currently in the CCOH review process.

In FY90, the CCOH appointed a Museum Committee to begin preliminary planning of the humanities aspect of the Commission on the Future's recommended museum of historical and cultural heritage. A major goal of the CCOH Museum Committee is to ensure that planning for the museum is based on a broad approach which includes all aspects of the County's cultural heritage.

During FY90, a CCOH Year 2000 Committee reviewed the evolution of the CCOH and how the Commission has fulfilled its duties, examined the need to continue the CCOH in the next decade, and recommended program directions for the future. This effort resulted in the CCOH report, Projecting the Commission on the Humanities into the 21st Century, which became the basis of the CCOH 1989 annual report presented to the Council on February 27, 1990.

In mid-February, the CCOH held a reception at Strathmore Hall, with attendees including representatives of organizations interested in the humanities, current and potential program co-sponsors, County officials, and representatives of minority organizations. Particular emphasis of the reception was directed toward humanities programming for minority audiences.

Also during FY90, the CCOH participated in the 1989 Ethnic Heritage Festival, continued its "The Play's The Thing" series at the Roundhouse and Washington Jewish Theatres, and contributed materials for issues forums at County libraries. Other activities planned by the CCOH for FY90 include development of a directory of local humanities organizations, establishment of a humanities "hotline", and redesign of the Human Interest newsletter.

C. Commission Fiscal Activities

The CCOH participates in the budget process each year and receives County funding designated to carry out its activities. Appropriations for the CCOH are made to a non-departmental account which is managed by a member of the Council staff on behalf of the Commission. Expenditures are made from the non-departmental account following recommendations and approval of co-sponsorships or other activities carried out by the CCOH. Members of the CCOH do not receive compensation for serving on the Commission, but are entitled to reimbursement for actual expenses incurred as members.

The CCOH was created near the end of calendar year 1984, or in mid-FY85, and received no appropriation for that fiscal year. Beginning in FY86, however, the County Council has provided funding in support of CCOH activities through annual appropriations to the non-departmental account. For each of FYs 86 and 87, the CCOH was appropriated \$15,000; for each of FYs 88 and 89, \$30,000; and for FY90, \$35,000.

The CCOH has generally designated the major portion of its appropriations for co-sponsorship of programs, allowing from \$6,000 to \$8,000 for CCOH initiated programs, workshops, receptions, and printing and postage costs. For FY91, the Commission requested an appropriation of \$62,000, which is an increase of \$27,000 over the FY90 funding level. The County Executive has recommended full funding of the requested amount. Details of the proposed budget are as follows:

<u>Description</u>	<u>Amount</u>
CCOH co-sponsored programs	\$35,000
New CCOH initiated programs	13,500
Printing and postage	5,000
Paid advertisement of CCOH programs	2,500
Upgrade CCOH newsletter to 4 page glossy	2,000
Ethnic Heritage Festival displays	2,000
Redesign and printing of a new CCOH brochure	1,000
Intern to assist with publicity and outreach	<u>1,000</u>
Total appropriation requested	<u>\$62,000</u>

New CCOH initiated programs proposed for FY91 include a "Jefferson Meeting", with topics relating to the Bill of Rights; a "Humanities Lecture", by a widely recognized humanities scholar; and a "Classic Film Festival", featuring a series of film showings followed by panel discussion or other commentary. The majority of the remaining increase would be used to improve outreach and publicity.

Note: The Council has approved a total FY91 budget of \$50,000 for the CCOH, which represents an increase of \$15,000, or 42.9% over the FY90 budget of \$35,000. At this writing, the CCOH had not met to realign its priorities in light of the approved \$50,000 appropriation. The next meeting of the Commission is scheduled for June 11, 1990.

In FY88, the County received a \$1,000 grant from The Jefferson Foundation in support of the CCOH "Jefferson Meeting" on the Constitution, which was held on April 23, 1988. The funds were made available by the Foundation for the payment of a \$500 maximum in honoraria for speakers and a \$500 maximum for publications. The CCOH expended \$400 for honoraria and \$230 for publications, and returned \$370 to the Foundation.

Aside from this grant, which was acquired through the County Council, the CCOH has not investigated outside sources of funding, nor has it been encouraged to do so. In the early years, members of the Council discouraged the CCOH from fund raising activities so that the Commission could concentrate on program development. In recent years, CCOH members have discussed the question of fund raising. Some members felt that the CCOH should seek grants from public agencies such as the Maryland Humanities Council, and should accept donations from private organizations which support humanities efforts.

To clarify the issue, the Council's Office of Legislative Counsel was requested to research whether the CCOH could properly pursue and accept funds from sources other than the County. In a January 5, 1988 analysis, the CCOH was informed by the Council attorney that the CCOH could not properly apply for and accept funds from private organizations and public entities (other than the County) because the CCOH is limited to the funding source specifically granted it by Section 9A-3(8), which states that the CCOH shall "Submit an annual request for funds to support the charge of the Commission".

Generally, the Commission has relied on County funding to accomplish its activities, but has increased the impact of its funding through co-sponsoring or co-funding programs. Under the co-sponsorship concept, the CCOH encourages program proposals from outside organizations and reviews them for relevance to the humanities. If approved for co-sponsorship, the CCOH agrees to provide financial support for the program and assists with publicity through the CCOH newsletter. In most cases, the funding available from the CCOH is expected to be used to supplement financial support provided by the program proposer and other co-funding organizations. CCOH co-sponsorship awards have ranged from \$50 to \$2,500, with the average award being approximately \$1,500. In accordance with County purchasing regulations, contracts are entered into for awards of \$1,000 or more.

V. EVALUATION OF THE COUNCIL COMMISSION ON THE HUMANITIES

The previous section of this report described the responsibilities and activities of the Council Commission on the Humanities (CCOH). This section examines the structure of the CCOH and evaluates the performance of the Commission in accordance with its legislated responsibilities and in relation to criteria established in the 1979 Committee on Committees report to determine whether a committee or commission should continue to exist.

A. Commission Organization

Code Section 9A-2 mandates that the CCOH be composed of 12 members appointed by the County Council. In accordance with the CCOH bylaws, a chairperson is appointed by the Council from among the 12 members to serve for a term which coincides with his or her membership term. Under these rules, two individuals have held the office of chairperson since the CCOH was established in 1984.

Four of the current 12 Commissioners are original appointees to the CCOH and, upon expiration of their current terms of membership, will have served two consecutive full terms on the Commission. In accordance with County policy as expressed in Code Section 2-148, which states that, "to promote broad participation, no individual should ordinarily serve more than two consecutive full terms", these individuals are not expected to seek reappointment to the CCOH. Of the remaining eight Commissioners, one has served on the CCOH for two years, four have served for one year, one has served since December 1989, and one is newly appointed.

Although the CCOH has not established any formal procedures for indoctrinating new members to the work of the Commission, new members are quickly acclimated through serving on committees and participating in the program co-sponsorship process. Commissioners estimate that it takes approximately six to eight months to become a fully functioning member of the CCOH.

Because of the workload associated with CCOH activities and co-sponsorships, and the efficiency and effectiveness of the CCOH committee system, much of the Commission's business has been conducted through committees. As of December 31, 1989, the CCOH had eight active committees, on which two to five Commissioners were serving. These committees were: Year 2000, Ethnic Heritage Festival, The Play's The Thing, Bylaws Revision, Publicity, Montgomery County Museum, Program Proposal Workshop, and Multicultural Outreach. Most Commissioners have served on more than one committee simultaneously and have been designated to chair a committee at one time or another. The individual committees meet once or twice a month and the committee chair reports periodically to the full Commission, which meets at approximately five to seven week intervals.

In addition to serving on CCOH committees, the Commissioners either volunteer for or are assigned to other CCOH related duties, such as attending programs and preparing evaluations, coordinating and moderating "The Plays the Thing" panels, and carrying out activities associated with the program proposal process. Commissioners estimate that they devote approximately 30-40 hours per month to CCOH related activities.

As mentioned earlier in this report, staff support for the CCOH is provided by the Council. This support is provided by one part-time professional position, which is supplemented by clerical assistance on a part-time basis. Neither of these positions is assigned exclusively to support CCOH activities. Staff duties on behalf of the CCOH include:

- Preparing agendas for CCOH meetings
- Attending CCOH meetings and preparing official minutes
- Researching material, preparing packets for meetings and workshops
- Preparing contracts and letters of understanding for co-sponsorships
- Monitoring contracts, authorizing payments and tracking expenditures
- Coordinating printing of CCOH newsletters, flyers, and brochures
- Assisting with coordination of "The Play's the Thing" programs
- Coordinating and assisting with receptions and workshops
- Preparing the annual budget on behalf of the CCOH
- Compiling information and assisting with preparation of CCOH annual reports and other publications
- Answering telephone inquiries and preparing written responses to inquiries from the public and potential co-sponsoring organizations
- Coordinating the search for new CCOH members

Through interviews with current and former officers and members of the Commission, OLO learned that all CCOH members have been generally pleased with the quality of professional and administrative support provided by the Council staff. However, several Commissioners felt that additional support is needed at certain times, such as when program proposals are being considered. Interviews with Council staff assigned to support the CCOH revealed that peak workload periods occur which require more time than has been allocated for Commission support. Thus, CCOH assigned staff could have difficulty providing additional support if CCOH program and co-sponsorship activities were to increase beyond the current level.

B. Commission Responsibilities and Program Activities

Each of the legislated responsibilities of the CCOH is listed in the following section of this report, and is followed by an evaluation of the performance of the CCOH in relation to the legislated requirement.

1. Responsibility. Seek to promote active consideration of the humanities in the development of public policy. (Code Section 9A-3(1).)

Evaluation. On matters of public policy, the CCOH wrote to the Board of Trustees of Amherst College expressing concern over a proposal to close the Folger Theatre, and to the Maryland Department of Education and the Montgomery County Board of Education supporting the efforts of the State and County to introduce Fine Arts as a requirement to qualify for high school graduation. On behalf of the County Council, the CCOH developed a method for selecting an official County bird and blossom, and evaluated the feasibility of the Commission on the Future's recommendation for a County museum of historical and cultural heritage. The CCOH Museum Committee is currently engaged in preliminary planning for the future museum.

The CCOH has initiated programs and offered co-sponsorships as a means of addressing public policy issues through the humanities. Programs such as the "National Issues Forum" series encourage discussion on a wide range of public policy topics, such as crime, health, and constitutional freedoms. These programs allow for audience participation through discussion periods following panel presentations. The CCOH plans to continue the series with programs on drug abuse, and on the environment.

2. Responsibility. Recommend to the County Council activities that will promote interest in the humanities. (Code Section 9A-3(2).)

Evaluation. The CCOH recommends to the Council activities that will promote interest in the humanities through the annual reporting process. Each year, the CCOH appears before the County Council to report on its activities over the preceding year. At these presentations, the CCOH discusses its plans for activities during the next fiscal year, at which time the Council has the opportunity to guide the CCOH in its mission.

The most recent CCOH annual report, presented to the Council in February 1990, includes the Commission's long-range plans. Prepared by the CCOH Committee for the Year 2000, the report recommends a number of CCOH activities for the future, such as undertaking an expanded role in promoting special commemorative activities and events in the County and continuing to explore ways to bring a museum to the County.

3. Responsibility. Conduct studies, discussions, or informational activity in the humanities. (Code Section 9A-3(3).)

Evaluation. The CCOH has conducted or co-sponsored studies, discussions, and informational activities in the humanities. Programs related to studies have included: creating a video documentary on the success of the 1873 plan for the Town of Washington Grove; recording the history and significance of native plants in the lives of County residents; developing an oral history of Silver Spring from the time of World War I to 1960; exhibiting the history of cartography and the relationship of Holy Land maps to religious thought; and researching the histories of two County communities.

Many of the programs with which the CCOH has been associated include panel discussions, either before or after a performance or lecture. In its first year of operation, the CCOH initiated its "The Play's the Thing" series, which include discussion and audience participation sessions at the conclusion of a performance. The CCOH also co-sponsored many programs which included a discussion component as part of the program, and has encouraged co-sponsors to include audience participation or discussion components in their programs.

The CCOH has provided information on the humanities to the public through brochures, flyers, news releases, workshops, receptions, and a newsletter. A brochure highlighting the mission and operation of the CCOH has been distributed to the public from the CCOH information booth at the annual Ethnic Heritage Festivals. In addition, the CCOH has designed flyers and issued news releases to advertise humanities programs.

Since FY87, the CCOH has written and published its newsletter Human Interest, which includes information on the CCOH co-sponsorship process and a calendar of upcoming events. Additionally, the CCOH has held several receptions for organizations interested in the humanities and has conducted two workshops for potential co-sponsors. The CCOH also has plans to develop a humanities directory to be a reference guide of local organizations interested in the humanities and a humanities hotline to provide information on humanities related programs and activities offered in the area.

4. Responsibility. Foster a sense of continuity between history and current events. (Code Section 9A-3(4).)

Evaluation. Through its sponsored and co-sponsored programs, the CCOH has fostered a sense of continuity between history and current events. The CCOH developed programs relating to this theme for two of the annual Ethnic Heritage Festivals, "Freedom of the Press: Then and Now", featuring a comparison of a modern newspaper with a newspaper from the time of the framing of the Constitution; and "Quill and Pen", a hands-on exhibit where children were photographed attempting to write with quill pens.

The CCOH has also co-sponsored several programs relating past events to the present, such as: "Harry and Rachel", a program to acquaint elementary school children with life in the County a century ago; "A Day in a One Room School", field trips allowing students to experience a day in a 19th century one room school; "19th and 20th Century Field Relief", a program highlighting the changes in treatment of war casualties and disaster victims; "Women in the Workplace", a program exploring the evolution of women in the workplace; and "Sharing the Legacy: The Black Heritage", featuring readings, storytelling, and an oratory contest celebrating Black writing and oral tradition.

5. Responsibility. Assist in the application of human values to a technology oriented society. (Code Section 9A-3(5).)

Evaluation. In relation to this objective, the CCOH co-sponsored a series of lectures on bioethics in FY86. These programs were offered at several locations including local area hospitals and covered topics on living wills, the responsibilities of the patient, and medical mistakes. In FY89, the CCOH identified Science, Technology, and the Humanities as a topic of special emphasis, and appointed a CCOH committee to seek out programs.

As a result of this CCOH committee's efforts, several programs were co-sponsored in FYs 89 and 90. These programs included "New Technologies in Music and Art", concerts with interpretive lectures on how new technologies have been used in the creation of musical and visual art; "Einstein and Freud: A Reappraisal", lectures examining philosophical and historical issues relating to the works of these men; "Perspectives on Change", lectures and discussions on how recent advances in science and technology impact human values; and "New Horizons for Older Adults: Linking the Humanities, Science and Technology", a series of programs focusing on the interrelationships of art, science, and technology in the 20th century.

6. Responsibility. Undertake or encourage projects relating to the humanities such as historic preservation, "cracker-barrel" debates, oral histories, "meet the author" events, etc. (Code Section 9A-3(6).)

Evaluation. To fulfill this responsibility, the CCOH has initiated and co-sponsored programs and events which include debates, lectures, discussions, oral histories, meet the author events, and workshops. The "National Issues Forum" series features town meetings on issues of national concern, such as crime, drugs, and medical care for the elderly. The CCOH "The Play's The Thing" series features after-performance panel discussions and includes audience participation.

Co-sponsored lecture and discussion programs have included "Art Talks at McCrillis Gallery", "Musical Explorations", and the "Third Wednesday Lecture Series". Oral history projects have included the "Puppetry and Oral History Womens' Touring Theater", the "Magical History Tour", and the "Silver Spring Oral History Project". Meet the author events have included "Washington People of the Book" and the "Meet the Playwright" series. Workshops have included co-sponsored programs like "Folklore, Fantasy, and Storytelling", the "Chinese Arts Festival", and the "Third Annual Apprentice Writer's Workshop". (See Exhibit B for additional details on co-sponsored programs.)

Early in its existence, the CCOH developed methods of evaluating the programs it co-sponsors. Since FY88, Commissioners have attended co-sponsored programs and prepared written evaluations. Co-sponsors were also expected to evaluate the quality of their programs. In FY89, the program evaluation concept was expanded to include audiences. An OLO sampling of 50 audience evaluation forms indicates that attendees are generally pleased with the quality of programs co-sponsored by the CCOH. On a scale of 1 to 5, no participant rated a program less than 3, and 37 of the 50 evaluated the program at the highest possible rating of 5.

7. Responsibility. Serve as a focused voice for the humanities in Montgomery County. (Code Section 9A-3(7).)

Evaluation. The CCOH has provided a focused voice for the humanities in Montgomery County. In FY88, the CCOH conducted a Bicentennial workshop in cooperation with the Montgomery County Historical Society for the purpose of coordinating activities to focus on celebration of the Bicentennial of the U.S. Constitution. Through its co-sponsorship program, the CCOH has encouraged a variety of humanities-related programs, focusing on a variety of subjects and directed toward diverse audiences. For example, the CCOH has co-sponsored a number of programs with Museum One, Inc. which includes lectures relating to art and music appreciation presented to mentally and physically disabled citizens and the elderly in Montgomery County.

Other co-sponsored programs have included topics relating to history, medicine, women's issues, cultural understanding, art and music appreciation, and literature. Programs approved for co-sponsorship have been directed toward children, teens, adults, seniors, cultural groups, and

disabled citizens. In addition, the CCOH has hosted proposal workshops for potential co-sponsors and receptions for organizations interested in the humanities to encourage communication and cooperation among County groups.

8. Responsibility. Submit an annual request for funds to support the charge of the Commission. (Code Section 9A-3(8).)

Evaluation. Since FY86, the CCOH has fully met this requirement by annually requesting funds to carry out its responsibilities. Appropriations to support the activities of the CCOH have been approved by the Council as follows: FYs 86 and 87, \$15,000; FYs 88 and 89, \$30,000; FY90 \$35,000. (This subject is discussed more fully in the next section of this report.)

9. Responsibility. Submit an annual report to the County Council on the activities of the Commission. (Code Section 9A-3(9).)

Evaluation. Each year, the CCOH has met its obligation to submit an annual report of its activities to the County Council. Aside from reporting on past activities, these written annual reports have often included workplans of programs to be initiated or co-sponsored by the CCOH in the upcoming fiscal year. To date, the CCOH has issued five annual reports, with each report more comprehensive than the last. The reports issued in the first few years were on a calendar year basis; however, the CCOH converted to a fiscal year basis for its last two reports. The fiscal year basis reports have allowed for a clearer understanding of the CCOH programs and activities in comparison to its budgets.

C. Commission Fiscal Activities

As mentioned earlier in this report, the CCOH participates in the budget process and receives County funding to carry out its activities. Expenditures on behalf of the Commission are made from a non-departmental account which is managed by Council staff.

The following table summarizes the appropriation and expenditure activity of the CCOH by fiscal year since the Commission received its first appropriation in FY86.

	<u>Fiscal Year Appropriation</u>	<u>Fiscal Year Expenditures</u>	<u>Outstanding Encumbrances As of 12/31/89</u>	<u>Total Expended and Obligated</u>
FY86	\$ 15,000.00	\$ 5,252.43	\$ -0-	\$ 5,252.43
FY87	\$ 15,000.00	\$ 12,305.17	\$ -0-	\$ 12,305.17
FY88	\$ 30,000.00	\$ 26,785.64	\$ 1,000.00	\$ 27,775.64
FY89	\$ 30,000.00	\$ 23,200.69	\$ 3,974.75	\$ 27,175.44
FY90 thru 12/31/89	\$ 35,000.00	\$ 4,579.62	\$ 14,970.00	\$ 19,549.62

In addition, there are CCOH-related costs for Council staff support, which are charged to the Council's budget; and reimbursements to Commissioners

for out-of-pocket expenses, which are charged to a separate non-departmental account entitled Boards, Committees, and Commissions. The major portion of these CCOH-related costs are for Council staff salaries. For FY90, OLO estimates these costs at between \$27,500 and \$34,500 for salary and fringe, for 30-40 hours a week.

Since FY87, the CCOH has designated about 75% of its budgets for co-sponsorship of programs. The remaining 25% has been used for printing and postage of CCOH brochures, flyers and newsletters, and for costs associated with CCOH initiated programs. Co-sponsors are paid on a reimbursement basis. Upon completion of programs, they submit invoices to the appropriate Council staff. Staff verifies that the programs have been completed in conformance with the contract or agreement, and authorizes payment. Payments are then processed by the Department of Finance in accordance with established County procedures.

In FY88, a \$1,000 grant was received by the Council on behalf of the CCOH. Aside from this grant, the CCOH has received its funding exclusively from the County. In the early years of its existence, the CCOH was discouraged from expending its energies on fund raising activities at the expense of program activities. In FY89, a Council attorney expressed the view that, under current law, the CCOH is precluded from accepting financial resources from private organizations or public entities other than the County.

During interviews with current CCOH members, some individuals expressed a belief that the CCOH should be allowed to accept financial assistance, if available, from sources outside the County Government. Also, now that the CCOH is firmly established, the organization should be allowed to broaden its financial base, if possible. While these individuals did not feel that the CCOH should forgo any of its current advisory and programming responsibilities to actively pursue outside funding, they felt that some effort should be expended to investigate the availability of additional sources of financial support for the Commission.

If the CCOH becomes more involved in direct programming and expands its co-sponsorship activities, and pursues fund raising initiatives, the resulting workload may warrant adding members to the Commission. With a current complement of only 12 individuals, up to three members may be needed to allow for the Commission to absorb the incremental workload.

D. Commission Sunset Provision

In 1977, the County Council created a citizens' Committee on Committees to make recommendations for improving the County's system of boards, committees, and commissions. The Committee on Committees Final Report, issued in January 1979, included a recommendation that the law, resolution, or executive order establishing or continuing any board, committee or commission should specify a term of existence for the entity. In accordance with that recommendation, and to ensure review of the Council Commission on the Humanities (CCOH) at a specified time, the legislation creating the CCOH included a sunset date.

According to the final report of the Committee on Committees, a board, committee or commission should be evaluated according to five criteria to determine whether it should continue to exist. This section of the report lists each criteria and reviews the extent to which the CCOH meets the requirements.¹

1. Evaluation Criteria. "The issues to be addressed by the committee are relevant to a broad segment of the community."

Comment. As a matter of general policy, the CCOH requires that co-sponsored programs be open to all citizens and that programs involving foreign languages be made accessible in English as well as the foreign language. Aside from co-sponsoring programs for the general citizenry, the CCOH has been active in developing outreach and encouraging programs for special audiences.

Some of these programs have included the "Peking Rod Puppet Theatre", performances depicting traditional Chinese stories and fables for children; "Sharing the Legacy: The Black Heritage", a series of events celebrating Black History month; "The Folklore of Yiddish", a day-long event with workshops and seminars on aspects of Yiddish culture; the "Meet the Playwright Series", lecture/demonstrations for children about theatre and the playwright's work; and the "Museum One" series of lectures and discussions on a variety of subjects presented to senior citizens and disabled adults.

2. Evaluation Criteria. "There is a special need for coordination of related agencies and groups and such coordination can be facilitated through the catalytic effect of a committee."

Comment. In their 1990 Annual Report, the CCOH identified nine agencies or organizations operating in the County that focus on some aspect of the humanities. Since each of the organizations has an interest, but is not exclusively responsible for the humanities in Montgomery County, the function of the CCOH as a coordinator of humanities programs appears to be warranted.

In its role as a coordinator, the CCOH can promote and inform Montgomery County citizens on humanities programs and events available in the area, including those sponsored or co-sponsored by other organizations. Currently, the CCOH provides this information through its flyers, news releases, and newsletter. In FY90, the CCOH has been planning for a humanities hotline and a humanities directory that will be instrumental in keeping County residents informed about programs and sources of humanities information available to them.

¹ The evaluation criteria in this section of the report was taken directly from the Montgomery County Maryland Committee on Committees Final Report, January 1979, and the term "committee" is used generically to include boards, committees and commissions.

3. Evaluation Criteria. "The members of the committee have demonstrated interest and have been productive in their activities. (Evidence of lack of meetings, attendance, or any significant work product over a sustained period of time, probably indicates that the committee should be terminated or at least reconstituted with different leadership or membership.)"

Comment. A majority of the CCOH members have been very active on behalf of the Commission and have served on one or more CCOH committees. In addition to attending regular CCOH meetings, the Commissioners also attend committee meetings that focus on a specialized aspect of the Commission's work. For example, in addition to the full CCOH meeting every five to seven weeks, a Commissioner assigned to the Publicity and Museum Committees would also attend the monthly meetings of those committees.

The Commissioners have demonstrated a willingness to go beyond attending meetings by becoming involved in the activities they sponsor or co-sponsor. For example, several Commissioners have served as moderators for the CCOH program "The Play's the Thing" and at least one member of the CCOH attends each program, or at least one in a series of programs co-sponsored by the CCOH.

Overall attendance at CCOH meetings has been high, with the average CCOH member attending from 75% to 81% of the meetings in any one year. Even when unable to attend a meeting, Commissioners have often contributed by sending information.

The CCOH has been increasingly productive in its activities. During its first six months of existence, the CCOH adopted its bylaws, planned activities to be carried out in FY86, and prepared its budget request. During FY86, the CCOH initiated its "The Play's the Thing" series at local theatres, sponsored a bioethics discussion series, participated in the Ethnic Heritage Festival, and co-sponsored two programs. In FY87, the CCOH sponsored two programs aside from its "The Play's the Thing" series, and co-sponsored 11 programs. For FY88, the CCOH continued its theatre programs, initiated a "National Issues Forum" series of programs at local libraries, sponsored seven activities, and co-sponsored 14 programs. In FY89, the CCOH continued its theatre programs and issues forums, sponsored three activities, and co-sponsored 23 programs.

4. Evaluation Criteria. "The committee's responsibilities and activities have been taken seriously by the elected official or governmental body or agency to whom it reports. (A record of being ignored by such officials or agencies over a sustained period of time is evidence that the committee probably should not continue to exist.)"

Comment. The CCOH was established to advise the County Council on programs and policies relating to the humanities, and the Council has supported the Commission in its efforts. Although not legislatively required, the Council has provided services, staff, and facilities to assist the CCOH in its work.

Each year, the CCOH has presented an annual report of its activities and goals to the County Council. This process has served to advise the Council of the kinds of programs the CCOH has sponsored and co-sponsored, and its intentions for future programming areas.

Council members have attended CCOH sponsored and co-sponsored programs and activities and have delegated responsibilities to the Commission. For example, the Council asked the CCOH to develop a means for selecting an official County bird and blossom and to investigate the feasibility of a County museum. The County bird and blossom project has been completed, and the CCOH is currently working on the feasibility of a County museum.

5. Evaluation Criteria. "A committee with a specific assigned task should dissolve when it completes its task."

Comment. All of the mandated responsibilities of the CCOH may be considered continuous in nature. The CCOH co-sponsorship function has become well established as a means of encouraging and supporting grass-roots humanities programs in the County. In addition, there appears to be a need for coordination of humanities efforts among various organizations in the County, and the CCOH can be instrumental in fulfilling this need.

VI. CONCLUSIONS

This section presents the conclusions resulting from the OLO evaluation of the Council Commission on the Humanities (CCOH).

A. CCOH Sunset Provision

Because of a continued interest in the humanities by County residents, and the number of programs in which the CCOH is involved, there is ample justification to continue the CCOH beyond the December 1990 sunset date.

B. CCOH Responsibilities and Program Activities

The CCOH has met all of its responsibilities as mandated in Code Chapter 9A, and has been responsive to requests by the Council. Each year, the CCOH has improved its internal processes, programs, and co-sponsorships through CCOH committee review and self-evaluation techniques.

C. CCOH Fiscal Activities

The CCOH has demonstrated prudence in its co-sponsorships and fiscal responsibility in its internal control procedures. To date, the CCOH has relied almost exclusively on the County for financial resources. Now that the CCOH is firmly established and has streamlined its operation, the organization should examine the possibility of obtaining outside sources of funding to supplement the County resources. As part of this effort, the CCOH should fully acquaint itself with the rules and restrictions associated with fund raising activities as set forth in County Code Chapter 19A, Ethics.

D. CCOH Organization

1. Members of the CCOH are very active on behalf of the Commission, currently devoting 30-40 hours per month on CCOH related duties. Member responsibilities associated with co-sponsorships have increased each year as the number of approved programs has increased.

2. The CCOH has requested an increase to its budget for FY91 to expand CCOH initiated programs and co-sponsorships. The additional workload associated with these initiatives, and in researching outside funding sources, warrants adding members to the CCOH. With a current composition of only 12 individuals, three additional members may be needed to accommodate the increased workload.

3. With increasing responsibilities associated with the growth in co-sponsorships and future CCOH programs, and the incremental workload generated by activities of additional CCOH members, it may be necessary to re-examine the level of staff support assigned to the Commission.

4. The CCOH does not have a formal procedure for indoctrinating new members to the work of the Commission. Although CCOH members often quickly acclimate themselves, it is estimated by Commissioners to take about six to eight months to become a fully functioning CCOH member.

VII. RECOMMENDATIONS

The following recommendations are based upon the OLO evaluation of the Council Commission on the Humanities (CCOH).

A. Legislative Actions

1. The Council should amend Code Section 9A-4 to extend the CCOH beyond its current sunset date of December 1, 1990 to December 31, 1996, and adjust the expiration of membership terms to coincide with the December 31st date.

2. The Council should amend Code Section 9A-2(a) to increase the number of members for the CCOH from 12 to 15 individuals.

3. The Council should amend Code Chapter 9A to allow the CCOH to pursue and accept grants from public agencies and donations from individuals and private organizations.

B. Administrative Actions

1. The Commission should investigate the feasibility of obtaining grants and private contributions to expand its financial base, and report to the Council on its findings.

2. The CCOH should develop an introductory packet to acquaint new members with the work of the Commission. The packet should include a brief history of the CCOH, a copy of Code Chapter 9-A, a copy of the CCOH bylaws, a copy of program guidelines for co-sponsorships, copies of program proposal and evaluation forms, and copies of the two most recent CCOH annual reports.

3. If the CCOH increases its co-sponsorship activities, becomes more involved in direct programming, and pursues outside funding to supplement County resources, the Council should consider increasing staff support for the CCOH.

VIII. DEPARTMENT AND COMMISSION COMMENTS

On April 19, 1990, OLO circulated a draft of this report to Council staff and members of the Council Commission on the Humanities (CCOH). All technical corrections received either orally or in writing are incorporated into this final report.

Written comments are included in their entirety beginning on page 24.



MONTGOMERY COUNTY COUNCIL
ROCKVILLE, MARYLAND

MEMORANDUM

May 7, 1990

TO: Andrew Mansinne, Jr., Director, Office of Legislative Oversight
FROM: Dorothy Cockrell, Deputy Staff Director
SUBJECT: DRAFT OLO Report No. 90-1, A Description and Evaluation of the Council Commission on the Humanities

Thank you for the opportunity to comment on the subject draft report.

This memo documents both comments relayed to Joan Pederson by Minna Davidson during a May 1 meeting and my comments.

<u>Page</u>	<u>Location</u>	<u>Comment</u>
1	3rd bullet	How about contributions from individuals?
2	C.	I was not interviewed as Minna's supervisor. Was Justina Ferber interviewed?
3	1st paragraph, 6th line	Remove semi-colon.
4	1st paragraph, 1st sentence	Justina Ferber, who is full-time, was initial staff. Is it appropriate to refer to support/clerical staff as "administrative"?
	A., 1st sentence	Under Sec. 2-143 of the Code, the Commission could be equally advisory <u>and</u> program.
5	2nd to last line	Change "between" to "among".
7	Last sentence	Change either "responsibility" to "responsibilities" or "offering" to "offered".
8	First sentence	Needs a re-write; it appears that some words may be missing.

<u>Page</u>	<u>Location</u>	<u>Comment</u>
9 12	4th paragraph 3rd paragraph	Is the correct name "Year 2000 Committee" or "Year 2000 Report"? When it appears on page 9, there is no explanation as to what it is.
10	Budget description	The Council has tentatively approved an FY91 budget of \$50,000 for the Commission. The Commission will not reconsider its funding priorities until its June meeting. The final report will include a footnote about the actual FY91 appropriation, but will not include any new information about how the Commission intends to allocate the funds.
12	1st paragraph	Interviews for a new Commissioner were completed on April 27, 1990. It is anticipated that the new Commissioner will be appointed on May 8, 1990.
13	Last paragraph, 6th line	The term "debates" is not entirely appropriate. Although National Issues Forums do include presentations of different points of view, the presentations do not follow the rules or procedures of formal debates.
14	Responsibility #3, 2nd paragraph of the evaluation	The point about the discussion component should be expanded. The Commission encourages program proposers to incorporate opportunities for discussion in their programs. Question 16 of the CCOH program proposal form says: "Describe how you will encourage the audience to interact with the program or its presenters".
15	Responsibility #5, 1st paragraph of the evaluation	The Bioethics lectures were offered at several locations including local area hospitals.
16	2nd paragraph	Oral history projects have included the "Magical History Tour", "Puppetry and Oral History Women's Touring Theater", and the "Silver Spring Oral History Project". Workshops have included "Folklore, Fantasy, and Storytelling", "Chinese Arts Festival", and the "Third Annual Apprentice Writer's Workshop".
19	Evaluation Criteria #1, 1st paragraph of comment	The Commission requires that foreign language programs be accessible in English. This might involve program notes or a pre-program summary or explanation. It does not necessarily mean that the program must be presented in English.

<u>Page</u>	<u>Location</u>	<u>Comment</u>
B-3	Pre-concert Lectures	The co-sponsor was the National Chamber Orchestra only.
	Virgil Thomson Memorial	The co-sponsor was InterArts Projects, Inc., not Montgomery College.
	Paths to the Future	The Commission did not co-sponsor this program. They sponsored attendance by one representative of the Commission and one representative of Montgomery College at the conference.
B-6	The Active Audience	This event dealt only with theatre, not with film.
B-8	Chinese Arts Festival	This festival consisted of two parts, one was a shadow puppetry performance and workshop, the other was a storytelling presentation. The storytelling was not a subset of the puppetry performance.
	Clara Wieck and Robert Schumann	The co-sponsors name is Ina <u>Nacev</u> Allen.
	Composer-in-Residence	The amount is \$400.
	National Issues Forum	It would be more accurate to say: "Town meeting on crime and what can be done to prevent it".
C-1	The Play's the Thing, Round House Theatre	There are two additional plays: <u>Not About Heroes</u> and <u>T-Bone N Weasel</u> .
	National Issues Forum Steering Committee	The Commission only provided materials.
C-2	The Play's the Thing, Washington Jewish Theatre	There was one additional play, <u>Haggadah</u> .
C-3	National Issues Forum Steering Committee, Wheaton Library	This Forum was held in FY89, and is shown correctly on page C-2.
	Vote No	This program was also in cooperation with the Department of Public Libraries. The Department is acknowledged on the printed program for the event and is mentioned as a potential co-sponsor in the Commission's FY88 Annual Report.

<u>Page</u>	<u>Location</u>	<u>Comments</u>
C-3 (con't.)	Montgomery County Bird and Blossom Contest	MCPS and M-NCPPC Department of Parks also cooperated.
	Bicentennial Minutes	Minutes were not read each Tuesday between June 9 and September 17. They were read most Tuesdays between those dates.
C-5	Bioethics Discussion Series	These were held at several locations including local area hospitals.

Minna Davidson offers the following overall comment:

I have reviewed OLO Report No. 90-1. It covers the organization and functions of the Commission thoroughly. The report, however, does not include an indication of the audience response to Commission programs and the co-sponsors' experience in working with the Commission. This might be useful and could be accomplished by including a discussion of comments made on program evaluation forms or information provided through contacts with Commission co-sponsors and/or members of audiences for Commission programs.

I note that the report does not give an actual cost for the Commission, i.e., it lists the Non-Departmental Account's appropriations and expenditures but does not cost out staff salaries and staff related expenditures.

DC:ckm
BUD102/97-100

* * * * *

OLO NOTE: In relation to the final comments above. OLO has amended the report to include information on a sampling of audience evaluations and projected Council staff salaries for FY90.



COUNCIL COMMISSION ON THE HUMANITIES
MONTGOMERY COUNTY, MARYLAND

May 16, 1990

CHAIR

Myrna Goldenberg

MEMBERS

Dian O. Belanger
Cecilia P. Chang
Mark H. Curtis
Roger Dabbah
Frankie Gladden
Mollee Kruger
Alicia J. Roqué
Karen A. Salisbury
Eveline D. Schulman
Ronald H. Wohl

Andrew Mansinne, Jr., Director
Office of Legislative Oversight
100 Maryland Avenue
Rockville, MD 20850

Dear Mr. Mansinne:

On behalf of the Commission on the Humanities, I wish to respond to OLO Report No. 90-1. Before commenting on the specifics of the report, however, I would like to express our appreciation for the fine work of Joan Pedersen. She approached this project with energy, dedication, and respect for the Commission and its work. We appreciated her careful attention to detail, and her commitment to thoroughness and objectivity in conducting the evaluation.

OLO Report 90-1 is useful to the Commission both in retrospect and in prospect. It clearly and concisely enables us to see how much we have accomplished, and it shows our accomplishments from both chronological and thematic perspectives. It also helps us to understand what still needs to be done. The Commission is grateful to have this record of its work.

We concur with the purport and wording of the report's conclusions and recommendations except for the wording of Recommendation A-3. To prevent the possibility that outside funding might be given with conditions that would divert the Commission from its authorized purposes or might dictate unwise or compromising policy changes, we suggest the following wording:

3. The Council should amend Code Chapter 9A to allow the Council Commission on the Humanities to pursue and accept

- a. grants from public agencies,
- b. donations of unrestricted funds from foundations and other private organizations,
- c. donations of restricted funds from private sources if the restricted funds are designated only to support Commission initiated projects conducted under established Commission policies.

STELLA B. WERNER COUNCIL OFFICE BUILDING, 100 MARYLAND AVENUE
ROCKVILLE, MARYLAND 20850 — 217-7900

Contributions of unrestricted funds from either public agencies or private donors would allow the Commission to extend and enlarge in line with present co-sponsorship practices. Thus, grassroots efforts to develop programs responsive to the interests and needs of Montgomery County's citizens would continue to be encouraged. Restricted funds, on the other hand, would be accepted by the Commission only for programs and projects that it initiates or develops in accordance with its policies.

Again, we acknowledge the fine work of the Office of Legislative Oversight. Thank you for giving the Commission the opportunity to comment on the report.

Sincerely,

A handwritten signature in cursive script, reading "Myrna Goldenberg". The signature is written in black ink and is positioned above the typed name and title.

Myrna Goldenberg
Chair

MG:jp
212/4-5

RONALD H. WOHL
14501 Antigone Drive
North Potomac, Maryland 20878

May 15, 1990

Mr. Andrew Mansinne, Office of Legislative Oversight
Stella Warner County Council Office Building
100 Maryland Avenue
Rockville, MD 20850

Dear Mr. Mansinne:

As a member of the Montgomery County Commission on the Humanities, I have reviewed your report on the Commission's operations and your recommendations for the future. I want to congratulate your office on its thorough analysis of our activities and on the cogent recommendations your report makes for our future operations.

The majority of the Commission on the Humanities has taken a position that one recommendation in your report regarding receipt of outside funds should be limited so that funds may only be accepted for Commission initiated programs. I do not believe that this condition is necessary to be added to your recommendation. Admittedly, my belief is in the minority; however, for the record, I would like my support for your original recommendation to be noted.

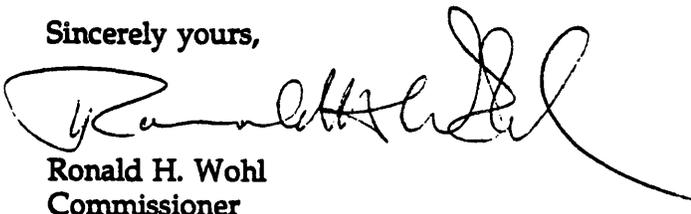
I believe that applying a condition to this recommendation as indicated in the majority's letter (attached), may have a chilling effect on the receipt of outside contributions from donors who would otherwise wish to give generously to the Commission but would like to present ideas for the Commission's pursuit.

The majority believes that restrictions by a donor may put the Commission in an untenable situation. They believe that the conditions set forth will provide justification for the rejection of any donation that would be untenable.

I believe that the Commission has the power currently to set its own policy regarding projects. In the future, given the ability to accept funds from outside sources, the Commission could establish policy as cases develop, building one policy upon the other. The majority's condition may actually hinder policy development by future Commissions on the Humanities. Therefore, I believe that your original recommendation is sufficient and not in need of this additional condition

Thank you for your efforts on the Commission's behalf. I appreciate your consideration of my minority opinion.

Sincerely yours,



Ronald H. Wohl
Commissioner

Chapter 9A.

COUNCIL COMMISSION ON THE HUMANITIES.*

- § 9A-1. Commission established.
- § 9A-2. Membership.
- § 9A-3. Duties.
- § 9A-4. Termination of commission.

Sec. 9A-1. Commission established.

There is a Council Commission on the Humanities of Montgomery County to advise the county council of ways to broaden the county's involvement in the humanities, which:

- (1) Encompass the traditional disciplines of literature, history, poetry and philosophy; and
- (2) Include certain cultural expressions as represented by political science, aesthetics, linguistics, and music. (1984 L.M.C., ch. 36, § 1.)

Sec. 9A-2. Membership.

- (a) *Composition.* The council commission on the humanities consists of twelve (12) members.
- (b) *Appointment.* The county council shall appoint each member.
- (c) *Tenure; vacancies.*
 - (1) The term of a member is three (3) years and begins on December 1.
 - (2) The terms of members are staggered as required by the terms provided for members of the commission on December 1, 1984.
 - (3) At the end of a term, an appointed member continues to serve until a successor is appointed.
 - (4) A member who is appointed after a term has begun serves only for the rest of the term and until a successor is appointed.

*Cross reference—Boards and commissions generally, § 2-141 et seq. Supp. No. 1

§ 9A-2

MONTGOMERY COUNTY CODE

(d) *Compensation.* A member of the commission:

- (1) May not receive compensation; but
- (2) Is entitled to reimbursement for expenses as provided in the county budget. (1984 L.M.C., ch 36, § 1; 1985 L.M.C., ch. 26, § 1; 1985 L.M.C., ch. 33, § 1.)

Editor's note—1984 L.M.C., ch. 36, § 2, as amended by 1985 L.M.C., ch. 26, § 2, and 1985 L.M.C., ch. 33, § 2, provides as follows:

Sec. 2. Appointment of Initial Terms.

(a) For the initial term starting on December 1, 1984:

- (1) Four Commission members are appointed for a one-year term;
- (2) Four Commission members are appointed for a two-year term; and
- (3) Four Commission members are appointed for a three-year term.

(b) After the initial term, the terms are as provided in Section 9A-2(c) of Chapter 9A of the Montgomery County Code.

Sec. 9A-3. Duties.

The council commission on the humanities shall:

- (1) Seek to promote active consideration of the humanities in the development of public policy;
- (2) Recommend to the county council activities that will promote interest in the humanities;
- (3) Conduct studies, discussions, or informational activity in the humanities;
- (4) Foster a sense of continuity between history and current events;
- (5) Assist in the application of human values to a technology-oriented society;
- (6) Undertake or encourage projects relating to the humanities such as historic preservation, "cracker-barrel" debates, oral histories, "meet the author" events, etc.;
- (7) Serve as a focused voice for the humanities in Montgomery County;
- (8) Submit an annual request for funds to support the charge of the commission; and
- (9) Submit an annual report to the county council on the activities of the commission. (1984 L.M.C., ch. 36, § 1.)

Sec. 9A-4. Termination of commission.

Unless otherwise provided by law, the commission shall terminate on December 1, 1990. (1984 L.M.C., ch. 36, § 1; 1985 L.M.C., ch. 26, § 1; 1985 L.M.C., ch. 33, § 1.)

Supp. No. 1

1166

[The next page is 1217]

PROGRAMS CO-SPONSORED BY THE COUNCIL COMMISSION ON THE HUMANITIES (CCOH)

<u>Program Title and CCOH Co-funded Amount</u>	<u>Co-sponsor</u> <u>FY90</u>	<u>Description</u>
Einstein and Freud: A Reappraisal \$1,185	Committee on the History and Philosophy of Science, University of Maryland	Lectures examining philosophical and historical issues raised by scholars studying the work of Einstein and Freud.
Perspectives on Change \$2,200	Board of Jewish Education	Lecture/discussion series on the impact of recent advances in science and technology on human values.
New Horizons for Older Adults: Linking the Humanities, Science and Technology \$1,200	Museum One, Inc.	Series of programs on art history, focusing on the interrelationships of art, science and technology in the 20th century.
New Technologies in Music and Art \$1,000	InterArts Projects, Inc.	Concerts with interpretive lectures demonstrating how new technologies have been used in the creation of musical and visual art.
Sharing the Legacy '90: The African American Heritage \$ 975	Friends of the Library	Programs on African-American achievements and contributions: meet-the-author events, storytelling, a readathon, a creative performance by children, and lectures.
The Folklore of Yiddish \$2,000	The Yiddish Culture Festival of Greater Washington	Day-long event with workshops and seminars on aspects of Yiddish culture.
Washington Folk Festival at Glen Echo Park \$1,800	Folklore Society of Greater Washington	Two-day festival celebrating traditional American folklore and the folk culture of area residents who came from other parts of the world.

EXHIBIT B

Clara Barton Video Documentary \$1,720	Barbara Ann Nickerson	Video documentary on the life and work of Clara Barton shown to waiting tour groups at Clara Barton National Historic Site.
Magical History Tour \$2,500	Concerts in the Country	Research and oral histories of two County communities followed by multi-media theatre pieces about the history of each community.
The Triangle Fire of 1911 \$1,950	Weiner Judaic Museum, Jewish Community Center of Greater Washington	Photographic exhibit and educational programs about the Triangle of Fire and its significance in labor reform.
Folklore, Fantasy and Storytelling \$ 855	Friends of the Library	Day-long workshop with topics on oral tradition as a means of cultural understanding and maintaining oral tradition in a technological age.
Washington People of the Book \$1,600	Isaac Franck Jewish Public Library	Meet-the-author series featuring local Jewish authors discussing recent works.
Art Talks at McGrillis Gallery \$1,200	Montgomery County Department of Recreation	Informal lectures by artists and art educators interpreting exhibits on display at the gallery. Includes a forum on public art and two workshops for children.
American Composers: Their Music and Their Muses - Janet Peachey \$ 500	Strathmore Hall Arts Foundation	Concert with lecture on the use of classical forms in new music by Washington composer, Janet Peachey.
Musical Explorations \$ 600	Montgomery County Department of Recreation	Series of programs on music history and appreciation which integrate lecture and musical performances.

EXHIBIT B

Pre-Concert Lectures \$ 700	National Chamber Orchestra	Series of lectures on music to be played at National Chamber Orchestra concerts.
Virgil Thomson Memorial \$ 800	InterArts Projects, Inc.	Performances of Virgil Thomson's works featuring excerpts from recorded interviews, and a brief biography of the composer.
National Issues Forum \$1,840	Montgomery College	Town meeting on the growing dangers to the environment.
Puppetry and Oral History Womens' Touring Theater \$ 800	Labor Heritage Foundation	Puppet shows and dramatic presentations based on the life of Mother Jones and oral histories of women in mining areas.

FY89

John Cage Festival \$1,000	Strathmore Hall Arts Foundation	Parts of a John Cage residency dealing with the effects of technology on the development of his ideas and his music.
New Technologies in Music and Art \$1,000	InterArts Projects, Inc.	Three lecture/concerts on the effects of new technologies, such as computers and lasers, on music and art. Each event to be videotaped for cable presentation.
The Belle of Amherst \$ 250	Connelly School of the Holy Child	One-woman presentation on the life and work of Emily Dickenson.

19th & 20th Century Field Relief \$1,000	Clara Barton National Historic Site	Weekend living history event demonstrating differences between 19th and 20th Century treatment of war casualties and disaster victims; highlighting Clara Barton's contributions.
Caribbeana: An Introduction to the Culture of the Caribbean \$ 700	Claire A. Nelson	Four lecture/demonstra- tions for children about Caribbean folklore, music and dance.
Sharing the Legacy: The Black Heritage \$2,500	Friends of the Library	Series of events celebrating Black culture for Black History month.
Yiddishland: Montgomery County USA \$ 900	Yiddish of Greater Washington, Inc.	Creation of documentary videotape on the history of Yiddish language and culture in the County.
The Art of Georgia O'Keefe \$ 450	Barbara Buhler Lynes	Slide lectures on the work and life of Georgia O'Keefe.
Third Wednesday Lecture Series \$ 300	Montgomery College	Screenings of films by and about women with discussions on issues raised.
Willa Cather Speaks \$ 250	Montgomery College, Gail Forman	Performance with question and answer period after. The performer also visited classes and gave readings on the same day.
Women in the Workplace \$1,000	The Labor Heritage Foundation	Program exploring the evolution of women in the workplace. Keynote speaker and screening of four films on the topic.
Bridging the Generations: Bringing Life Through the Humanities \$ 500	Museum One, Inc.	Intergenerational art appreciation program including American and multicultural content.

EXHIBIT B

The Family, the Courts, and the Constitution \$1,000	INTERAGES	Intergenerational program of discussions on the meaning of the U.S. Constitution in the lives of Americans.
New Dimensions for the Blind and Visually Handicapped: Bringing Life Through the Humanities \$ 600	Museum One, Inc.	Program on the development of floral themes in Western art for an audience of visually handicapped individuals.
1812 Overtures \$2,500	Montgomery County Historical Society	Living history vignettes interpreting County history through costume.
Malcolm Walter's Photographs \$1,200	Peerless Rockville Historic Preservation, Ltd.	Project to produce an annotated catalogue of prints and negatives of Kensington photographer, Malcolm Walter.
Silver Spring Oral History Project \$2,300	Mary Anne O'Boyle Jeanne E. Sullivan	Development of oral history of Silver Spring, World War I to 1960, in the form of tape recorded interviews.
Meet the Playwright Series \$ 620	Bethesda Academy of Performing Arts	Six lecture/demonstrations for children about theatre and the playwright's work.
Musical Explorations \$ 400	Montgomery County Department of Recreation	Two lecture/demonstrations on music appreciation. One on opera as an art form and one on music of Colonial Maryland.
Pre-Concert Lectures \$1,600	National (formerly Montgomery) Chamber Orchestra	Lecture/discussions, led by experts, before Chamber Orchestra concerts.
Magical History Tour \$ 200	Concerts in the Country	Planning for development of performances on local history of selected County areas.

EXHIBIT B

The Active Audience \$ 75	Jewish Community Center, Washington Jewish Theatre	Event designed to increase participants' knowledge and appreciation of theatre.
National Issues Forum \$1,500	Montgomery College	Town meeting on health care for the elderly.
<u>FY88</u>		
A Day in a One Room School \$ 960	Historic Medley District	Field trips for elementary students to Seneca School, which is restored and staffed so that modern students can experience a 19th century school day.
A Literary Round Table \$1,040	Project AMOR	Lectures and panel discussions on selected literary works depicting Latino cultural identity and cultural conflict.
Maryland Native Plants in Montgomery County \$1,000	Historic Medley District	Making of a videotape on the history and significance of native plants in the lives of County residents, addressing the need to preserve native plants as part of our heritage.
Montgomery County Outreach \$2,000	Baltimore Museum of Industry	Program to make museum resources available and relevant for Montgomery County students, including teacher-in-residence and Montgomery County Day at the museum.
Older Americans, the Handicapped and Museum One: Bringing Life Through the Humanities. \$1,440	Museum One, Inc.	Lecture/discussions on the history of the arts for small groups at Centers for the Handicapped.
Musical Explorations \$ 400	Montgomery County Department of Recreation	Lecture/demonstrations on music appreciation with discussions afterwards.

EXHIBIT B

Peking Rod Puppet Theatre \$1,000	Montgomery College Performing Arts Center	Performances for children; Chinese rod puppets depicting traditional Chinese stories and fables.
Pilgrimage to the Holy Land: The Traveler's Maps \$1,000	Weiner Judaic Museum, Jewish Community Center	Exhibition with catalogue and lecture on the history of cartography and the relationship of Holy Land maps to religious thought.
Pre-concert Lectures \$ 800	Montgomery Chamber Orchestra	Pre-concert lectures on music included in Chamber Orchestra performances.
Sharing the Legacy: The Black Heritage \$1,000	Friends of the Library	Poetry reading, storytelling, poetry writing workshop, oratory contest celebrating Black writing and oral tradition.
Third Annual Apprentice Writer's Workshop \$ 700	Churchill High School Literary Magazine	Two-day symposium of workshops for high school students presented by professional writers.
The Thirteenth Amendment and the Black Experience \$ 530	Connelly School of the Holy Child	Throughout school year: readings, discussions, films, and assemblies on Black history.
Town Within a Forest \$ 750	Town of Washington Grove	Taping of a video documentary on the success of the 1873 plan for the Town of Washington Grove.
National Issues Forum \$1,500	Montgomery College	Town meeting on censorship and freedom of expression.

FY87

A Visit with Dolley Madison \$ 600	Montgomery County Historical Society	One-woman play about Dolley Madison
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EXHIBIT B

Chinese Arts Festival \$ 825	Friends of the Library	Performance of shadow puppetry; a workshop for children explaining how shadow puppets are made; and a workshop on Chinese story telling.
Harry and Rachel \$ 975	Sandy Spring Museum	Program to acquaint elementary school children with life in Montgomery County a century ago.
Older Americans and Museum One: Bringing Life Through the Humanities \$ 513	Museum One, Inc.	Workshop bringing the cultural resources of the museum to County residents who are physically or mentally handicapped.
Clara Wieck and Robert Schumann \$ 600	Ina Nacev Allen	Music history and theatrical dramatization with solo piano music.
Composer-in-Residence \$ 400	Robert Parris	Demonstration on the subject of music composition.
Spring Festival-Community Enrichment Roundtable \$2,000	Olney Library Caro Taylor	Festival of music, dance and drama performances, with an exhibit of decorative art.
Fun From the Past \$ 380	Sandy Spring Museum	Lecture/demonstration on the history of games and toys of the 19th century.
Older Americans and Museum One \$ 480	Museum One, Inc.	Lecture/discussion on music and dance of 19th century America.
Yiddish Culture: Flowering Peach \$1,000	Washington Jewish Theatre	Lecture/discussions on the preservation and renaissance of the Yiddish Theatre.
National Issues Forum \$1,500	Montgomery College	Town meeting on crime and what can be done to prevent it.

FY86

Kids and Kin
\$ 200

Strathmore Hall Arts
Foundation

Series of family events
focusing on performers
from four different ethnic
heritages: the U. S.,
India, Japan and Senegal.

Poetry Reading,
Linda Pasten
\$ 50

Montgomery College

Reading of poetry by local
poet of national
prominence, Linda Pasten.

COMMISSION INITIATED ACTIVITIES AND PROGRAMS

<u>Program Activity</u>	<u>In Cooperation With</u>	<u>Description</u>
<u>FY90</u>		
The Play's the Thing	Round House Theatre	T-Bone N Weasel Not About Heroes Of Mice and Men Emerald City Italian American Reconciliation
The Play's the Thing	Washington Jewish Theatre	David Pins and Needles Your Plays or Mine
National Issues Forum Steering Committee	Department of Public Libraries	Provided materials for a forum on the drug crisis.
Proposal Writing Workshop	Montgomery County	Workshop to assist organizations and individuals in writing successful program proposals for CCOH co-sponsorship.
CCOH Information Booth	1989 Ethnic Heritage Festival	Exhibit featuring a large map on which people could identify their countries of origin.
<u>FY89</u>		
The Play's the Thing	Round House Theatre	Baby with the Bathwater The Boys Next Door
The Play's the Thing	Black Box Theatre	American Buffalo More Fun Than Bowling Heathen Valley

EXHIBIT C

The Play's the Thing	Washington Jewish Theatre	Brecht on Brecht A Binetl Brief Incident at Vichy I'm Not Rappaport Haggadah
National Issues Forum Steering Committee	Department of Public Libraries	Provided materials for a forum on health care for the elderly.
Proposal Writing Workshop	Montgomery County	Workshop to assist organizations and individuals in writing successful program proposals for CCOH co-sponsorship.
CCOH Information Booth	1988 Ethnic Heritage Festival	Exhibit featuring a hands-on project about holidays around the world.

FY88

The Play's the Thing	Round House Theatre	A Hatful of Rain On the Verge Rum and Coke Fairy Garden A Doll House Zastrozzi Self-Torture and Strenuous Exercise
The Play's the Thing	Washington Jewish Theatre	Mama Golda Sholem Aleichem The Rothschilds
National Issues Forum Steering Committee	Wheaton Library	Provided materials for a forum on nuclear weapons and national security.

EXHIBIT C

National Issues Forum Steering Committee	Kensington Park and Chevy Chase Libraries	Provided materials for a forum on the trade gap.
National Issues Forum Steering Committee	Aspen Hill and Twinbrook Libraries	Provided materials for a forum on the freedom of speech.
Jefferson Meeting	Historical Society League of Women Voters Montgomery County Bar Foundation	Lectures and discussion of the fundamentals of the American constitutional system and the contemporary performance of American government.
Vote No	Historical Society Rockville City Montgomery College	Dramatic monologue on the anti-Federalist position against the Constitution.
Montgomery County Bird and Blossom Contest	Montgomery County Council Public Schools M-NCPPC	At the direction of the County Council, the CCOH conducted an essay contest among fourth graders to designate a County bird and flower.
Bicentennial Minutes	Montgomery County Historical Society	Commissioner Kruger wrote short informational pieces on the events relating to the framing of the Constitution. A piece was read by a Councilmember most Tuesdays between June 9 and September 17.
Bells Across America	Montgomery County Historical Society	Coordination of over 40 organizations to participate in a bell ringing ceremony to commemorate the signing of the Constitution.

EXHIBIT C

Freedom of the Press:
Then and Now

1987 Ethnic Heritage
Festival

Exhibit featuring a comparison of a modern newspaper and a newspaper from the time of the framing of the Constitution. This exhibit was also shown at the launching of the ship "The Federalist" at Lake Needwood Park.

CCOH Information Booth

1987 Ethnic Heritage
Festival

Commissioner Kruger donated copies of her book "Yankee Shoes" which were distributed in commemoration of the Bicentennial.

FY87

The Play's the Thing

Round House Theatre

The Water Engine
American Dreams
A Cry of Players
Little Victories
Filthy Rich
The Nest

The Play's the Thing

Olney Theatre

Betrayal
A Man for All Seasons
Educating Rita

The Last Lincoln

F. Scott Fitzgerald
Theatre

One-man, two-act play about the Lincoln family as seen through the eyes of Robert Todd Lincoln.

Bicentennial Workshop

Montgomery County
Historical Society

Event to exchange information and coordinate activities for FY88 in celebration of the Bicentennial of the U.S. Constitution.

FY86

The Play's the Thing	Olney Theatre	The Foreigner Painting Churches The Miss Firecracker Contest
The Play's the Thing	Round House Theatre	Fool for Love Sally and Marsha Two Gentlemen at Verona The Man Who Killed the Buddha
The Last Lincoln	Round House Theatre	One-man, two-act play about the Lincoln family as seen through the eyes of Robert Todd Lincoln.
Quill and Pen	1985 Ethnic Heritage Festival	Poloroid photographs were taken of children dressed in Renaissance apparel as they attempted to write with quill pens.
Griot-Memory of African Culture	1985 Ethnic Heritage Festival	Musical performance by Dyimo Kouyathe
CCOH Information Booth	1985 Ethnic Heritage Festival	Source of information on the humanities in Montgomery County. CCOH brochure distributed.
Bioethics Discussion Series	Several locations including local area hospitals	No Code: Do Not Resuscitate Medical Mistakes: Why They Happen and How to Deal With Them What Doctors and Patients Don't Know About Each Other Living Wills The Responsibilities of the Patient

