BEST SUGGESTION — Mrs. Mary J. Williams, voucher examiner at Ft. George G. Meade's Finance and Accounting Office, is the recipient of a $150 award from the army. Mrs. Williams, a Baltimore resident, recently submitted a suggestion to reduce the paperwork in her office by eliminating excess log books. The adoption of her suggestion is expected to increase the speed and efficiency of the office's processing and save Ft. Meade a projected $1,980 annually.

Norman Brailey appointed to Sarbanes senate staff

Senator Paul Sarbanes has announced the appointment of Norman Brailey as a special assistant on his senate staff" Sen. Sarbanes said.

"He is a fine person who has worked in the Baltimore community for years with great dedication and energy. I am proud to have him helping me serve the people in the entire state of Maryland.

"I have known Brailey and his family for many years. They are people who represent the finest standards of integrity and service to the community."

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Mr. Brailey, whom Sarbanes describes as a "person competent and versatile in many fields" will assume special responsibility in the area of intergovernmental relations and community service.

Among his special responsibilities will be liaison with city and state agencies and with educational and commercial institutions in Maryland.

In addition, he will monitor developments in the maritime field, an area in which Mr Brailey possesses special expertise.

NORMAN BRAILEY
special assistant in community service

Brailey, a life-long resident of Baltimore, was educated in Baltimore City public schools and is a graduate from Baltimore City College.

He attended Morgan State University and received a B.S. Degree, majoring in business administration.

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The son of Del. and Mrs. Troy Brailey, he is a veteran of three years service in the U.S. Army having served in Europe.

Active in many civic groups, Mr. Brailey is a member of the NAACP, Prince Hall Masons, YMCA and a board member of the Southeast Inner City Credit Union.

Previous to service with Sen. Sarbanes, Brailey was associated in a managerial position with the United State lines in Baltimore. Before that he was an assistant to the principal at the Ralph Young School for Boys. He is a member of Leadenhall Baptist Church.

Leverette exhibit set for CCB

A one-man show of ceramics and batiks by Carlton Leverette will open at the Community College of Baltimore art gallery on Sunday, March 6, with a reception for the artist from 2:00 p.m. to 5:00 p.m.

A native of Greenwood, S.C., Mr. Leverette is an associate professor of art at CCB who has also served as a visiting instructor at the Maryland Institute College of Art, Morgan State University and the Baltimore Museum of Art

He received his undergraduate art degreea from the Community College of Baltimore and Morgan State University, and his Master of Arts degree from the Maryland Institute He has exhibited locally and at the Delaware Art Museum in Wilmington.

The exhibition of Mr. Leverette's recent work will feature over forty pieces of stoneware, porcelain and batiks. Exhibition hours are Monday through Friday from 10 a.m. to 4 p.m., and Sunday from 2-5 p.m. The one-man show wil continue through April 3.

Agnew papers now at UM

Cataloguing the gift of 600 boxes of official and personal papers from former Vice President Spiro T. Agnew's years in public office has begun at the University of Maryland.

The papers cover Agnew's years as vice president, governor of Maryland and Baltimore County executive, and were deposited at the university in 1974 to be opened January 21, 1977, the date which would have marked the end of the Nixon-Agnew administration.

According to university archivist Mary A. Boccaccio, the Agnew collection will be made available to the publi after it is inventoried and catalogued.

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In addition to papers, the collection contains an extensive array of memorabilia, including graphs, tapes, books, magazines, news clippings, invitations, plaques, and medals The cataloguing of the 600 cubic feet of papers is expected to take "a minimum of two to three years," according to Boccaccio.

The terms of Agnew's gift also stipulated that the papers be screened and certain categories by sealed until periodic reviews permit lifting the seal. The major portion of the collection is to be housed in the Maryland Room of the Theodore R. McKeldin Library on the university's College Park campus.

SBA offers free records class

The Small Business Administration through its SCORE (Service Corps of Retired Executives) associates and Howard Community College will hold a special workshop on small business record management at the Howard Community College, Columbia, on March 10, 1977.

Record keeping is extremely important and necessary in any business, SBA states, therefore, workshop emphasis will be placed on how to keep business records and what they mean to you.

Call 301-962-2233 for registration details. Pre-registration is necessary as attendance is limited.

Orangeville service center moves to City Hospitals

The Orangeville Social Services Center of the Baltimore City Department of Social Services has moved from 1510 Guilford Ave. to the second floor of the Community Service Center, 5630 Eastern Ave., on the grounds of Baltimore City Hospitals.

The Center is open weekdays from 8:30 a.m. to 4:30 p.m. Telephone number for information is 675-2400.

The Center has a staff of 56 and serves an area located within the following boundaries: From the eastern City boundary line and Radecke Avenue, south on the boundary line to the waterfront.

Northwest along the waterfront to Chester Street. North on Chester Street to Baltimore Street, east on Baltimore Street to Montford Avenue. North on Montford Avenue to the Penn Central Railroad. East along the Railroad to Edison Highway.

North on Edison Highway to Federal Street, East on Federal Street to Herring Run. North on Herring Run to the Baltimore Gas and Electric transmission line. Northeast on transmission line to Radecke Avenue. East on Radecke Avenue to the eastern City boundary line.

The Center accepts applications for public assistance and handles the reporting of changes relating to public assistance grants to clients. Persons not receiving Public Assistance may apply for food stamps at the Center.

The Center also provides social services, some of which are available to persons not receiving public assistance. Social services such as referral for family planning, protective services to adults and children, legal protection, consumer protection, foster care for children, and single parent counseling are provided.

In addition, referrals can be made by the Center to such Department services as Day Care, Homemaker Services and Adoptions.

In the area of client employment and training, the Center offers referral to programs such as WIN (Work Incentive Program) and Adult Basic Education.

Distict Manager for the Orangeville Center Is Mrs. Patricia Mannion. Miss Susan Upman is income maintenance supervisor-in-charge and Mrs. Jane Granitski is family service specialist for the Center.

CEDA and Feds schedule Annapolis tax workshops

CEDA in cooperation with the Internal Revenue Service announced that tax workshops will be held on Feb. 22 and 23, at the Arundel Center in Annapolis.

These evening sessions, 7:00-9:30 p.m. will include tax accounting and record keeping, tax responsibilities and management, employment taxes, and the use of tax forms.

The workshops are designed for owners, managers, and personnel of established and/or perspective small business operations

Officials of the IRS indicate that "business people need to know about their tax responsibilities; however, many people don't have the time or cannot afford a tax accountant."

The CEDA, Inc./IRS workshop provides evening hours and a low cost of $8.00 for the two sessions Registration will be held through Feb. 15, 1977. Early registration is urged since the sessions are limited to 25 persons For additional information or registration, contact Annapolis, 263-8780, Baltimore 269-6885; or Washington 261-2278.

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THE FIRST graduation of Provident Hospital's new nurse training program was held at the hospital. The only one of its kind in Baltimore, this work-study program gives nurses management experience and allows them to observe management techniques in other hospitals, as well as their own. Head nurses who successfully complete the program become patient care managers. Shown are graduates Mrs. Mildred Yarborough, R.N. and Charles Wilson, R.N.

January sales tax tops $50 million

State comptroller Louis L. Goldstein reported today that net state sales and use tax collections for the month of Jan. 1977 totaled $50,618,623, up 11.14 per cent over the $45,545,957 collected during January 1976.

"These revenues represent sales made during December, when holiday purchasing was at its height," Goldstien said.

The comptroller noted that the other major contributor to the higher sales tax revenue was the cold water.

"The fuel oil dealers' collections totaled $1.4 million, up 25.54 per cent and revenue from light and power companies amounted to $4.4 million, an 18.61 per cent growth," Mr. Goldstein said.

The comptroller cautioned that February sales tax colections will reflect more adverse effects of the cold weather. "While fuel oil categories may be up, general purchasing may well be slightly off because of weather conditions and related unemployment."

Other categories of sales tax collections showing large increases for January 1977 reflect a continuing growth in the building industry through the end of December 1976. The building and contractors category itself registered an increase of 14.39 per cent over collections during January 1976.

Hardware, machinery, and equipment increased 13.61 per cent, and furniture, fixtures and appliances collections grew by 10.05 per cent, when compared with January 1976 revenues "All of these categories reflect the tax on purchases made during the construction process," Mr. Goldstein said.

Comptroller Goldstein stated that net sales and use tax revenues for the first half of Fiscal Year 1977 totaled $233,039,455, approximately three-fourths of one per cent ahead of the revised revenue estimate, and reflected a growth of 8.3 per cent over the actual collections for the identical period of Fiscal Year 1976.

Knot tying course at TSU

The Division of Continuing Studies at Towson State University will offer an informal, credit-free course in macrame Mondays March 7 through April 11 from 7:30 to 9:30 p.m.

The beginners course will offer instruction in the basic knots, and some fancier knots The course is for mation, call 321-2123 designed for persons interested in the subject matter and not the credit For information, call 321-2032.

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