



## The New York Public Library Manuscripts and Archives Division

Guide to the

### **United States Sanitary Commission records. Maryland archives**

1862-1865

MssCol 18817

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Compiled by Elizabeth Delmage, 2013

### **Summary**

**Creator:** United States Sanitary Commission

**Title:** United States Sanitary Commission records. Maryland archives

**Date:** 1862-1865

**Size:** 5.25 linear feet (13 boxes)

**Source:** Donated by the United States Sanitary Commission to the Astor Library, January 1879

**Abstract:** The USSC Maryland Archives contain the records of USSC stations in Annapolis, Baltimore, Frederick, and Sharpsburg, Maryland. The USSC established offices, storehouses, and homes for soldiers and their relatives in these locations at various times throughout the war.

**Preferred citation:** United States Sanitary Commission records. Maryland archives, Manuscripts and Archives Division, The New York Public Library

**Processing note:** Compiled by Elizabeth Delmage, 2013 Revised December 2013

### **Creator History**

The USSC established offices and storehouses, and homes for soldiers and their relatives, throughout Maryland during the war, in Annapolis, Baltimore, Frederick, and Sharpsburg. The main purpose of these USSC stations was to collect and provide supplies for use by army hospitals and regiments in the field, and to support relief of the wounded following major battles. They also assisted discharged and disabled soldiers and their families with additional aid such as lodging, meals, and discounted transportation fares.

Annapolis became an important military hospital center and transit point during the Civil War, due to its easy access to Washington and Baltimore by rail, and to other points north and south by ship via the Chesapeake Bay. Hospitals were established at the United States Naval Academy, St. John's College, and other locations to receive wounded and sick soldiers. Nearby Camp Parole also had a hospital. This was a large parole and convalescent camp for exchanged or paroled Union prisoners released from Confederate custody, newly relocated from a smaller site in May, 1863.

The USSC provided general and special relief services at Annapolis. Rev. H.C. Henries was in charge of issuing supplementary supplies to hospitals in the area and at Camp Parole. The USSC had agents at Division Hospital No. 1 and No. 2, and at Camp Parole. In addition to distributing supplies to hospital staff, agents also visited and worked with soldiers to make sure any special needs were met.

In July, 1863, Frederick N. Knapp, head of the Special Relief Department in Washington, instructed Henries to open a Home to provide temporary shelter and food for the visiting wives, mothers and children of soldiers. Many of the women had traveled great distances on urgent notice and could not easily find or afford public accommodations in town. The Home, under the care of a matron, was located on Conduit Street; it opened in July, 1863 and ceased operations in 1865.

On May 25, 1864, Henries was relieved of his duties and J. Addison Whitaker was appointed superintendent of relief operations in Annapolis. Whitaker served until December 7, 1864, when he was succeeded by C.F. Howes who served until May, 1865. William H. Holstein was in charge when operations ceased in the fall of 1865.

Baltimore's proximity to the two opposing capitals of Washington and Richmond with its easy access to shipping ports and railways made it an excellent location for a major USSC supply depot and office. The Baltimore office and storehouse opened on May 1, 1862 at 46 South Sharp Street with Joseph T. Pancoast as its agent in charge. Pancoast, with the support of a storekeeper and an office clerk, made large purchases of hospital supplies, provisions, and other articles for use by army hospitals and for battlefield relief in Maryland, Pennsylvania, Virginia, and North Carolina. Pancoast also assisted other USSC officers in chartering shipping vessels to receive and transport supplies. During the end of 1864 a second storehouse was maintained at 50 Howard Street. In May 1865, the Baltimore office and storehouse moved to 288 West Baltimore Street where it remained until the office closed in the fall of 1865.

The Baltimore office also provided special relief services to soldiers and their relatives including the collection of back pay and bounties due to them from the government, gathering information on soldiers for their relations, and procuring transportation to hospitals and military departments and for soldiers' furloughs and transfers. They also kept food and clothing supplies on hand for soldiers and their families, former prisoners of war, and southern refugees in Baltimore. From April to October 1863, these special relief services were in the charge of O. C. Bullard.

On April 27, 1864, a Home for invalid soldiers was established in Baltimore on 62 Conway Street, conveniently located near the Baltimore and Ohio Railroad. The Home served as a lodging for soldiers in transit as well as for relatives of soldiers who were in need. Meals and reduced fares for transportation were also provided. Mr. Hammond served as the superintendent of the Home until May 1864. Arthur E. Hastings was appointed superintendent on May 23, 1864 and remained in that position until the closure of the Home on September 30, 1865.

The USSC storehouses at Frederick and Sharpsburg opened in the aftermath of the Battles of South Mountain, Harpers Ferry, and Antietam in mid-September 1862 to furnish hospital supplies and food for the relief of sick and wounded soldiers. The Sharpsburg storehouse closed on November 5, 1862 while Frederick's storehouse closed around the fall of 1863. Later in July 1864, the storehouse in Frederick was reopened following the Battle of Monocacy (July 9, 1864). Frederick J. Williams was the agent in charge at Frederick until it closed in October 1864. A soldiers' rest was established here under Richard Mansfield and was in operation from August 1-12, 1864.

## Scope and Content Note

The Maryland Archives, 1862-1865, document the operations of Sanitary Commission stations in Annapolis and Baltimore, and to a lesser extent in Frederick and Sharpsburg.

Annapolis records consist of letters, reports, and telegrams sent and received by superintendents J. Addison Whitaker and C. F. Howes from army personnel and surgeons, USSC officers and relief agents, soldiers, and civilians regarding departmental procedures and activities such as inquiries about the condition and whereabouts of individual soldiers, requests for assistance with soldiers' claim applications, requests for lodging, reports on the activities at the Annapolis Home and Camp Parole and the distribution of supplies. Their office files include lists of paroled prisoners assisted, files of applications for payments due soldiers, and cash accounts. Records for the Home for wives, mothers, and children of soldiers consist of an admissions register, a journal of its daily operations, and an account of expenses. Supply records document the Annapolis office's efforts in acquiring supplementary supplies to distribute to area hospitals and Camp Parole, including invoices requisitions, receipts, and registers of supplies issued and received.

Baltimore records contains correspondence of Joseph T. Pancoast and others with USSC personnel and relief agents, army surgeons and chaplains, soldiers, and soldiers' relatives concerning the transportation and distribution of supplies, financial matters, inquiries from individual soldiers and their families, and departmental activities and procedures.

Records of the special relief operations of the Baltimore office include lists of sick and wounded received in Baltimore, an admissions register of the Home, and receipt books for cash paid to soldiers for assistance with transportation fares, food, supplies, and other needs. Supply records include inventories of supplies received and distributed, bills of lading, receipts, and invoices, documenting their efforts to supply USSC locations, army hospitals and regiments, relief associations, individual soldiers and others. Also present are the financial records of both the Baltimore office and the Home.

In addition to lists of supplies received and issued, records from Frederick, Maryland storehouse include a journal kept by agent Frederick J. Williams recording its daily operations. Although Lewis H. Steiner worked as an USSC inspector in Frederick in 1862 and conducted much of his work with the USSC from there, records documenting his activities are not present here. See the USSC. Army of the Potomac Archives (MssCol 18782), the USSC Washington, D.C. Archives (MssCol 22261), and the Lewis H. Steiner papers (MssCol 2870).

Sharpsburg records consist of the supplies received and issued at their storehouse for the care of wounded soldiers after the battle of Antietam.

Many of the documents from Annapolis and Baltimore were numbered and inventoried by the USSC's Archive Department. Brief descriptions of each of the numbered documents can be found in volume 18 of the USSC New York, N.Y. Archives (MssCol 22263).

Additional financial records of USSC operations in Maryland can be found in the USSC Accounts and Vouchers Archives (MssCol 18820).

## Container List

### I. Annapolis (3 boxes)

#### Letters and reports received 1864 Jan-1865 May

- b. 1 f. 1-2 #1-23, 25-49 1864 Jan, Jul-Dec
- b. 1 f. 3 #50 1864 Oct 27
- b. 1 f. 4-8 #1-67 1865 Jan-May
- b. 1 f. 9 #74-75 1865 Jan, undated  
Roll of exchanged prisoners
- b. 1 f. 10 #76 1864 Sep 20
- b. 1 f. 11 #77 1865 Jan 5

#### Letters sent (Letterpress copybooks)

- b. 1 1864 Jun 22-Dec 12
- v. 1 Letters from J. Addison Whitaker, 1864 Jun 22-Dec 5; C. F. Howes, 1864 Dec 6-12.
- b. 1 1864 Dec 3-1865 Apr 29
- v. 2 Letters from Howes with reports by agents stationed in Annapolis.
- b. 1 1865 May 1-Jun 24
- v. 3 Letters from Howes, 1865 May 1-Jun 3; William H. Holstein, 1865 Jun 10-24.

#### Office files

- b. 1 f. 12-13 Paroled prisoners received at Annapolis 1863 Sep 24-1864 Apr 1
- b. 2 f. 1 Applications for back pay 1864 Jul 26-Nov  
Also present are supplies received per J. Addison Whitaker, 1864 Jul 26-Sep 21
- b. 2 f. 2 Applications for pay of rations allowed on furloughs 1864 Aug 10-Oct 6, undated  
Also includes daily issues of supplies, 1864 Aug 10-Oct 6
- b. 2 f. 3 Applications for New York state bounty 1864 Sep 11-1865 Jun 2
- b. 2 f. 4 Employees in Officers Hospital 1864 Jul-Sep
- b. 2 f. 5 Furloughs granted to USSC employees 1865 Apr-Jun
- b. 2 f. 6 Cash accounts 1864 Oct-1865 May
- b. 2 f. 7 Cash book 1865 Apr-Jun

#### Home for wives, mothers, and children of soldiers

- b. 2 f. 8 Register 1863 Jul 25-1864 May 31
- b. 2 f. 9 Journal 1864 Jun 1-Oct 9  
Entries include details about the expenses, employees, lodgers, and supplies.
- b. 2 f. 10 Expenses 1863 Jul-1864 Jun

#### Supply records

- b. 2 f. 11-12 Invoices of goods sent (#51-106) 1864-1865
- b. 3 f. 1-4 Requisitions (#78-93) 1865
- b. 3 f. 5 Receipts (#68-73) 1864 Aug-Oct
- b. 3 f. 6-8 Supplies received 1864 Apr 12-1865 Mar 24
- b. 3 f. 9-10 Supplies issued 1864 Apr 10-13; 1864 Jun-Oct
- b. 3 f. 11 Supplies issued at Hospital Division no. 1 1864 Sep 24-1865 Mar 3
- b. 3 f. 12 Supplies issued at Camp Parole Hospital 1864 Aug-1865 May  
Invoices on hand, bills of goods received, and D. B. Evans' accounts are also included.

I. Annapolis (cont.)  
Supply records (cont.)

- b. 3 f. 13      **Supplies received and issued** 1864 Oct 1-1865 Jun 27  
Whitaker's accounts are also included.

II. Baltimore (9 boxes)

**Letters and reports received** 1863 Jan-1865 Aug, undated  
Items #159 (1863) #346-349B and 456 B (1864) and #1-602 (1865) are not present.

- b. 4 f. 1-8      **#1-265** 1863 Jan-Dec  
b. 4 f. 9-17      **#1-264** 1864 Jan-May  
b. 5 f. 1-13      **#265-729** 1864 Jun-Oct  
b. 6 f. 1-5      **#730-931** 1864 Nov-Dec  
b. 6 f. 6      **#932** 1864 Oct-1865 Jun  
b. 6 f. 7      **#935** 1864 May-1865 Feb  
Monthly reports of the Home  
b. 6 f. 8-13      **#1-230** 1865 Jan-Mar  
b. 7 f. 1-12      **#231-624** 1865 Mar-Aug, undated

**Telegrams received**

- b. 8 f. 1      **#267** 1862 Nov, 1863  
b. 8 f. 2-4      **#937** 1864 Jan-Oct  
b. 8      **Unnumbered** 1864 May 28-1865 Aug 1  
v. 1  
b. 8      **Letters sent** 1864 Jul 8-1865 Jul 26 (Letterpress copybook)  
v. 2

**Special relief operations**

**Records of sick and wounded**

Soldiers assisted to and from boat landings, railroad depots, army hospitals, USSC lodges, and the Baltimore Home for care.

- b. 8      **1863 Jun 1-Aug 31**  
v. 3  
b. 8      **1863 Sep 6-1864 Aug 15**  
v. 4  
b. 8      **1864 Aug 17-Oct 29**  
v. 5  
b. 8      **1864 Apr 9-1856 Apr 29**  
v. 6  
b. 8      **Record of special relief** 1863 Jul 14-Oct 24  
v. 7

Remarks on soldiers and their relatives who received money, clothing, or transportation.

**Cash paid**

- b. 8      **1864 Apr 4-May 26**  
v. 8      Payments made to soldiers and their relatives for transportation to their destinations.  
b. 8 f. 5      **1864 Jun 2-1865 Aug 5**  
Payments made to soldiers and their relatives, refugees, and USSC employees for transportation, food, supplies, and employment. Each entry includes the signature of the recipient.

**The Home**

- b. 9 f. 1      **Register** 1864 May-1865 Aug  
Includes separate entries for soldiers and refugees (including soldiers' relatives, the sick and destitute, and deserters from Richmond) admitted to the home.  
f. 2      **Inventory of the Home** 1865 Sep-Oct  
Also includes goods shipped on the steamer Kent from Baltimore, 1864 Mar 12.  
v. 1      **Expenses** 1863 May 23-1865 Aug 31

II. Baltimore (cont.)

Supply records

Chiefly records of the storehouses located at 46 South Sharp St. and 50 Howard St.

Requisitions

- b. 9 f. 3-12 #266 1862 Jan-Feb, May -Dec; 1863
- b. 10 f. 1-3 #625 1863 Jul, 1864 Aug-1865 Jul

Supplies received

- b. 10 f. 4 1862 Nov 12-1864 Nov 30
- b. 10 f. 5 1864 May 9-1865 Jul 27

Bills of lading

- b. 10 f. 6 #933 1864 Jun-Aug
- b. 10 f. 7-9 #936 1864 May-Jul; 1865 Mar, Jun
- b. 10 f. 10 Freight bills (#622) 1865 Jan-Feb, Jun-Aug
- b. 10 f. 11 Freight notices (#623) 1864 Mar, May

Invoices of goods sent

- b. 10 f. 12-15 #626 1864 Jul-1865 Jul
- b. 10 f. 16 1864 Dec 2-1865 Jun 27 (1 volume)

Receipts

- b. 11 f. 1-5 1862 Jul, Nov-Dec; 1863 Jul-Sep; 1864-1865 Mar (#628)
- b. 11 f. 6 Adams Express Company receipts 1865 May 31-Jul 13
- b. 11 f. 7 Harnden Express Company receipts 1865 Jun 7-12

Supplies issued

- b. 11 f. 8 1862 May-1865 Jul  
Indexed version of all supplies issued. Arranged by whom supplies were issued to, date, and type and quantity of stock.
- b. 11 f. 9 1862 May 14-Nov 20
- b. 11 f. 10 1862 Dec 4-1864 Mar 3
- b. 11 f. 11 1863 Jan-Jul  
Also includes supplies on hand.
- b. 11 f. 12 1864 Jun 1-Jul 12
- b. 11 f. 13-14 Supplies issued and forwarded 1864 Mar 3-1865 Aug 5

Supplies forwarded

Goods received in Baltimore to be shipped to other destinations including various Army regiments, City Point, Fortress Monroe, and Washington.

- b. 12 f. 1 1861 Nov-1863 Mar (1 volume)  
Also includes invoices of goods received, 1862 Mar.
- b. 12 f. 2 1864 Oct 26-1865 Aug 5 (1 volume)
- b. 12 v. 1 Transportation of supplies, 1863 Jul  
Hospital supplies sent to Philadelphia and Gettysburg.

Supplies received, issued, and on hand

- b. 12 f. 3 1863 Jul 25-Sep 12, 1864 Jun 14-1865 Jul 23  
Includes inventories for both Baltimore storehouses.
- b. 12 f. 4 1864 Sep 24-Oct 29  
At the storehouse on 50 Howard St.

II. Baltimore (cont.)

Supply records (cont.)

- b. 12      Supplies on hand, 1864 Jul 22-Sep 21
- v. 2      At the storehouse on 50 Howard St.
- Accounts of stock
- b. 12 f. 5      1863 Jul
- b. 12 f. 6      1864 Apr, Aug
- b. 12 f. 7      1865 Mar-May, Jul
- b. 12 f. 8      Storekeeper's statements (#627) 1864 Nov-1865 Feb, undated
- b. 12 f. 9      Journal 1864 Jul -Sep, 1865 Mar-May
- 1864 Jul 1-Sep 1, entries of the daily operations of the Baltimore office and storehouse. 1865
- Mar 6-May 13, concern responses to applications received from soldiers' relatives for
- information on their whereabouts.
- Financial records
- b. 12 f. 10      City purchases 1864 Mar 31-1865 Jul 27
- b. 12 f. 11      Statement of accounts (#934) 1864 May
- Cash books
- b. 12 f. 12      1863 Apr-Oct
- b. 12 f. 13      1864 Jun 2-1865 Aug 5
- b. 12 f. 14      Ledger 1863 Apr-1865 Jul
- b. 12      Memoranda Includes address of local merchants and notes about potential relief agents in
- v. 3      the area.

III. Frederick (1 box)

- b. 13 f. 1      Journal 1864 Jul 26-Oct 3
- b. 13 f. 2      Supplies received 1862 Sep 22-1863 Jul 9
- b. 13 f. 3      Supplies issued 1862 Sep 20-1863 Sep 29
- b. 13 f. 4      IV. Sharpsburg 1862 Oct 20-Nov 5

Supplies received and issued