

DOROTHEA DIX HOSPITAL  
Minutes, Board of Directors

Local: BA - Row 8

MINUTES OF BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE, 1881-1945

Accession Information: "Record of transactions of the board meetings. No minutes were found before 1881, and minutes since 1945 are included in the State Hospitals Board of Control proceedings. Located in office of Superintendent and basement storage room." Transferred to Archives 12-29-60.  
Schedule Reference: Page 4, item 1.  
Finding Aid revised by: Ellen Z. McGrew  
Date: November 14, 1977

The influence of Miss Dorothea Dix upon the state of North Carolina's decision to build a mental hospital is illustrated in her presentation to the General Assembly in 1848 of a "Memorial Soliciting a State Hospital for the Protection and Cure of the Insane" [see Legislative Documents, 1848-1849, House Document No. 2, 48 pp]. In the same session a bill was submitted to provide for the establishment of a state hospital for the insane [House Doc. No. 6]. The act establishing the hospital was ratified in January, 1849, and the asylum received its first patient in February, 1856.

For an account of the hospital's early history see "Founding the North Carolina Asylum for the Insane," by Margaret C. McCulloch, The North Carolina Historical Review, July, 1936. The biennial reports to the General Assembly are in the printed volumes of Legislative Documents, 1849-1919. The "Dorothea Dix Hospital Information Brochure," by F. Leary, librarian, 1968, typescript, 33 pp. is a compilation of administrative information and can be found in the Documents Branch of the State Library.

After a brief period of being called the Lunatic Asylum prior to its opening in 1856, the mental hospital at Raleigh was officially the Insane Asylum of North Carolina until 1879 when it was incorporated as the North Carolina Insane Asylum. In 1897 the General Assembly attempted to clarify the confusion of names identifying the three mental hospitals located at Raleigh, Morganton, and Goldsboro, and for a brief period the Raleigh hospital was officially the "Central Hospital for the Insane" [Public Law, 1897, c. 265]. In the next session the legislature designated all three hospitals as "State Hospital" followed by the location, cf. The State Hospital at Raleigh [Public Law, 1899, c. 684]. This designation was officially constant until 1959 when the name Dorothea Dix Hospital was authorized [Session Laws, 1959, c. 1028].

MINUTES OF BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE, 1881-1945 (cont'd)

Administratively Dorothea Dix Hospital operated under its own board of directors from 1856 to 1945, which is reflected in the minutes listed below. No minutes have survived for the period before 1881, and the last meeting of the board in the minutes is March 28, 1945.

The General Assembly of 1943 directed that the separate boards for each hospital be abolished and overall administrative control be vested in the fifteen-member Hospitals Board of Control, which would employ a General Superintendent of Mental Hygiene and a business manager with offices in downtown Raleigh. Amendments later changed the title of the General Superintendent to Commissioner of Mental Health. In 1963 the Hospitals Board of Control was re-organized and renamed the Department of Mental Health, which-- under the re-organization of 1971--became the Division of Mental Health Services in the Department of Human Resources.

GENERAL STATUTES, 122.8.1 Hospitals for the Mentally Disordered. Disclosure of information, records, etc.--"No physician, psychiatrist or any other officer, agent or employee of any of the institutions or hospitals under the management, control and supervision of the Department of Human Resources shall be required to disclose any information, record, report, case history or memorandum which may have been acquired, made or compiled in attending or treating an inmate or patient of said institutions or hospitals in a professional character...." Statute 122.8.2, Secretary of Human Resources authorized to receive research data; identification of persons prohibited; penalty.--"The Secretary of Human Resources or his authorized agent is hereby authorized to receive data from private or public agencies or agents for research and study in mental health.... It is unlawful for the Secretary of Human Resources or any person to disclose, release, or divulge any information identifying a reported. . . person under the provisions of this section. Violation of this section constitutes a misdemeanor . . . ."

RESTRICTED: Minutes of the Medical Staff, 1916-1937  
Case Histories, 1887-1934

[Note: Access to these records for research and study  
in mental health only by compliance with GS.122-8.1 and 122-8.2.

See also: TREASURER'S AND COMPTROLLER'S PAPERS, Institutions  
AUDITOR'S PAPERS, Mental Institutions

MINUTES OF THE EXECUTIVE COMMITTEE (Board of Directors), 1881-1945

Note: Although these minutes record the monthly meetings of the executive committee, there are also some minutes of the yearly meetings of the Board of Directors. Frequently, names of patients who are being discharged or "probated" are given.

<u>Vol. No.</u>	<u>Contents</u>
1	Minutes, 1881-1892
2	Minutes, 1892-1898
3	Minutes, 1898-1916
4	Minutes, 1917-1929

<u>Box No.</u>	<u>Contents</u>
5	Minutes, 1929-1937
6	Minutes, 1938-1940
7	Minutes, 1941-1945 Miscellaneous, 1894, 1915-1921
8	Miscellaneous, Board of Directors State Hospital at Goldsboro, Minutes, 1920 State Hospital at Morganton, Minutes, 1920-1921, and Inspection Report, Board of Health, 1919 Caswell Training School, Minutes and Enclosures, 1919-1921, and Inspection Report, Board of Health, 1919 By-laws of Co-operative Purchasing Committee (for state institutions), revised January 14, 1920 Unidentified Farm Inventory, April 2, 1935

MINUTES OF MEDICAL STAFF MEETINGS, 1916-1937

Accession Information: "Staff Clinical Notes, 1917-1937. Transcribed notes taken when patients were presented to hospital staff for diagnosis, or considered for probation or discharge. Note-taking was discontinued about 1937 and material was included in "patients' files." Located in Records Library. Transferred to Archives, December 29, 1960.

Schedule Reference: Page 7, item E.

Finding Aid revised by: Ellen Z. McGrew

Date: November 14, 1977.

The entries are not limited to clinical observations of patients for the purpose of diagnosis. Statistics, as well as names of admittances and discharges, are recorded; problems or unusual events in the hospital are noted; observers at staff meetings are noted. In August, 1916, a decision was made to file carbons of letters rather than to maintain letter books. Volume 9 for 1916-1917 contains verbatim transcriptions of interrogations of patients for confirmation of diagnosis.

THESE MINUTES ARE RESTRICTED.

<u>Vol. No.</u>	<u>Contents</u>
9	Minutes, Medical Staff, August, 1916-December, 1917
10	Minutes, Medical Staff, July, 1919-March, 1926
11	Minutes, Medical Staff, April, 1926-May, 1932
12	Minutes, Medical Staff, May, 1932-May, 1937

GENERAL CASE BOOKS, 1887-1934; EPILEPTIC CASE BOOKS, 1909-1914

Accession Information: "Supplementary information on patient's case history. This type of ledger was discontinued in 1937." Transferred to Archives on December 29, 1960.

Schedule Reference: Page 7, item F.

Finding Aid revised by: Ellen Z. McGrew.

Date: November 14, 1977.

These large ledgers contain printed forms for information gathered on the admission of a patient to a hospital: family history, personal history, and medical history. From 1887 to 1890 the pages are remarkably complete, but after that period the entries tend to be brief and with no elaboration under "Remarks."

CASE BOOKS ARE RESTRICTED.

<u>Vol. No.</u>	<u>Registration Numbers</u>	<u>Inclusive Dates</u>
13	1893-2149	December, 1887 - January, 1891
14	2150-2278	February, 1891 - June, 1892
15	2279-2526	June, 1892 - March, 1895
16	2527-2827	March, 1895 - February, 1897
17	2828-3126	February, 1897 - September, 1898
18	3127-3427	September, 1898 - June, 1900
19	3428-3737	June, 1900 - May, 1902
20	3738-4037	May, 1902 - April, 1904
21	4038-4372	April, 1904 - June, 1906
22	4373-4677	July, 1906 - January, 1908
23	4678-4973	February, 1908 - September, 1909
24	4974-5270	September, 1909 - July, 1910
25	5271-5567	July, 1910 - September, 1911
26	5568-5866	September, 1911 - December, 1912
27	5867-6164	December, 1912 - January, 1913
28	6165-6461	January, 1914 - May, 1914

GENERAL CASE BOOKS, 1887-1934; EPILEPTIC CASE BOOKS, 1909-1914 (cont'd)

*Restricted*

<u>Vol. No.</u>	<u>Registration Numbers</u>	<u>Inclusive Dates</u>
29	6462-6718 301-339 (EPILEPTICS)	May, 1914 - January, 1915 September, 1913 - April, 1914
30	6719-7025	January, 1915 - January, 1916
31	7026-7689	January, 1916 - January, 1919
32	7690-8285	January, 1919 - July, 1921
33	8286-8606	July, 1921 - July, 1922
34	8607-8923	July, 1922 - April, 1923
35	8924-9347	April, 1923 - April, 1924
36	9348-9767	April, 1924 - January, 1925
37	9768-10,104	February, 1925 - August, 1925
38	10,105-10,833	August, 1925 - June, 1927
39	10,834-11,458	June, 1927 - June, 1928
40	11,460-11,951	June, 1928 - April, 1929
41	13,126-13,231 (unbound)	October, 1930 - December, 1930
42	13,459-13,663 (unbound)	April, 1931 - July, 1931
43	13,962-14,065 (unbound)	January, 1932 - March, 1932
44	15,395-15,612	December, 1933 - April, 1934

Case Books, Epileptic Department, 1909-1914

These "case books" are not true case histories, but record information under headings: age, sex, civil condition, apparent form of mental illness, supposed cause, duration when admitted, time in asylum, condition, prospects, result.

*Restricted*

<u>Vol. No.</u>	<u>Registration No.</u>	<u>Inclusive Dates</u>
45	1-301	December, 1909 - September, 1913
29 (see)	301-339	September, 1913 - April, 1914

DISCHARGE BOOKS, 1910-1956

Accession Information: Schedule lists only one book, "1856--." However, this book is missing. Instead there are five Discharge Books, 1910-1956. Transferred to Archives December 29, 1960.

Schedule Reference: Page 4, item B.

Finding Aid revised by: Ellen Z. McGrew.

Date: November 15, 1977.

Volume 46 first lists discharges in the Epileptic Department, January, 1910, to April, 1914; the second part of the volume carries general discharges, April, 1914 to October, 1914. Although the embossed labels on these volumes read "Epileptic Department" the discharges appear to be general discharges except for those noted in the first part of volume 46. Information lists name, register number, date of discharge, length of stay, and "remarks" (discharged/cured, improved, died/cause of death; diagnosis, etc.).

<u>Vol. No.</u>	<u>Inclusive Dates</u>
46	1910 - 1926
47	1926 - 1934
48	1934 - 1946
49	1946 - 1954
50	1954 - 1956

MISCELLANEOUS PATIENT-RELATED RECORDS, 1895-1928

Accession Information: County Classification Register for Epileptic Department, 1910-1914, incorrectly noted as 1910-1946. A Cemetery Register, 1911-1928, is referred to as the James McKee list of burials in cemetery at State Hospital, which was "not kept after 1928." The Visitors Register, 1895-1902 is "no longer kept." Transferred to Archives on December 29, 1960.

Schedule Reference: Page 8, item G; page 9, item S; page 9, item Q.

Finding Aid revised by: Ellen Z. McGrew.

Date: November 16, 1977.

The County Classification Register for epileptics, 1910-1914, lists name of patient, name and address of correspondent [contract], admission date, register number, and "remarks." The Cemetery Register gives name, county, and date of death for 326 patients who were buried in the cemetery on the hospital grounds, 1911-1928. Another cemetery book lists 75 burials, 1911-1914, and is labeled "State Hospital, James McKee, MD." However, these burials are also copied in the 1911-1928 book. The Visitors Register, 1895-1902, gives name of visitor, town of residence, date and occasionally purpose of visit.

<u>Vol. No.</u>	<u>Contents</u>
51	Epileptics, Classification by County, 1910-1914
52	Cemetery Register, 1911-192 <sup>30</sup> <del>8</del> , alphabetical
53	Cemetery Register, 1911-1914 [duplication], chronological
54	Visitors Book, 1895-1902

BUSINESS MANAGER'S RECORDS, 1889-1928

Accession Information: Miscellaneous ledgers, journals, registers, etc., 1889-1928, to be transferred to Archives. Transferred to Archives on September 27, 1961.

Schedule Reference: Page 5, item D and E; amendment 4, March 29, 1965.

Finding Aid revised by: Ellen Z. McGrew.

Date: November 18, 1977.

Day Book Journals, 1889-1915: Earlier Day Books, 1889-1895, contain the payroll lists in addition to expenses and payments for food, repairs, newspapers, medicines, yard goods, stationery, violin strings, blacksmith services, brandy, ice, ministers, expenses of executive committee, etc.

<u>Vol. No.</u>	<u>Contents</u>
55	Day Book, 1889-1893
56	Day Book, 1893-1896
57	Day Book, 1902-1905
58	Day Book, 1913-1915

Payrolls, 1904-1920: Illustrates organizational structure as payroll listed under departments (engineering, farm and garden, laundry, housekeeper, female and male departments, carpenter). Epileptic department was added in 1909 (male and female).

<u>Vol. No.</u>	<u>Contents</u>
59	Payrolls, 1904-1908
60	Payrolls, 1908-1914
61	Payrolls, 1914-1917
62	Payrolls, 1918-1920

BUSINESS MANAGER'S RECORDS, 1889-1928 (cont'd)

Warrant Books, 1910-1920: A chronological listing by warrant number of bills paid. The 1910-1920 also lists the same warrants as those in the books for 1916-1919 and 1919-1920. These books summarize monthly expenses.

<u>Vol. No.</u>	<u>Contents</u>
63	Warrant Books, 1910-1920
64	Warrant Books, 1916-1919
65	Warrant Books, 1919-1920

Cash Receipts and Disbursement Books, 1914-1923: Receipts, in part, came from paying patients, sale of "junk" [?], etc.; cash payments were reported for farm compost and labor, material and labor for repairs, office expenses, etc. amusements/dances, groceries/chicken/eggs/fruit, freight, salaries, etc.

<u>Vol. No.</u>	<u>Contents</u>
66	Cash Books, 1914-1916
67	Cash Books, 1915-1920
68	Cash Books, 1920-1923

Budget [Bureau] Books, 1925-1928: These books do not give the detail of the above books; statistical figures reporting monthly and quarterly expenditures, requesting allotments, estimating revenues, reporting receipts, etc., have replaced the itemizations and historical information available in the financial records to 1923.

<u>Vol. No.</u>	<u>Contents</u>
69	Budget Book, 1925-1926
70	Budget Book, 1925-1928

~~Report of Investigation of Central Hospital at Raleigh, June 1916~~

~~Vol. No.~~  
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DOROTHEA DIX STATE HOSPITAL

REPORT OF INVESTIGATION, 1916

Accession information: Transferred from the Dorothea Dix Nursing Library via the State Records Center in March, 1978; accessioned by the Archives April 26, 1978.

Schedule reference: None.

Arrangement: One volume, indexed.

Finding Aid prepared by: C. Edward Morris.

Date: April 21, 1978.

The Board of Directors of Central Hospital at Raleigh (Dorothea Dix) met as a court June 8, 20, 21, and 22, 1916 to hear charges against Dr. Albert Anderson and Mr. C. D. Latta of the hospital's staff. All defendants were represented by legal counsel and the board was represented by the Attorney General. The transcript is indexed on the first page of this volume.

Vol. No.

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REPORT OF INVESTIGATION

Central Hospital at Raleigh--June, 1916