



New York State Archives

**Mohawk Valley Psychiatric Center Board of Managers
Meeting Minutes and Visiting Book B1484**

New York State Archives
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Table of Contents

Overview of the Records	3
Arrangement	3
Scope and Contents	3
Related Information	4
Other Finding Aids	4
Use of Records	5
Administrative Information	5
Access Terms	5

Overview of the Records

Repository:	New York State Archives
Summary:	This series consists of visitation books and minutes of meetings of the Board of Managers (later Board of Visitors) of the Mohawk Valley Psychiatric Center and its predecessors. Minutes document matters discussed by or reported to the board including resolutions passed; financial reports; conditions and improvements; patients admitted and discharged (some by death); patients recommended for discharge or transfer; committee reports; and officer elections. The visitation register notes the reason for the visit.
Creator:	Mohawk Valley Psychiatric Center
Title:	Mohawk Valley Psychiatric Center Board of Managers meeting minutes and visiting book
Quantity:	2.25 cubic feet
Quantity:	8 volumes
Inclusive Date:	1842-1985, 2000-2017
Series:	B1484

[^ Return to Table of Contents](#)

Arrangement

Arranged by type of record and therein chronologically.

[^ Return to Table of Contents](#)

Scope and Content Note

B1484-96: This accretion consists of a sign-in book and minutes of meetings of the Board of Managers of the State Lunatic Asylum (later Utica State Hospital). Board members present and absent are listed. Minutes document in varying detail matters discussed by or reported to the Board including resolutions passed; financial reports; reports and discussions of conditions and improvements; reports of numbers of patients admitted, discharged, and died; reports of

patients recommended for discharge or transfer; reports by various committees; and other business, such as the election of officers.

Also included is a volume recording visits to the Utica State Hospital by members of the Board of Managers (later Board of Visitors). For all visits date and signature of the Board member is given. Frequently the occasion or purpose of the visit is also given. Purpose of visit is usually attendance at a regularly scheduled meeting. Visits were also frequently made to inspect conditions at a specific area or site of the Hospital. Also included in the volume are lists of Board members with their dates of appointment and term expiration.

B1484-97: This accretion contains carbon copies of minutes of meetings of the Board of Visitors (1926-1980) filed in loose leaf binders. The accretion also includes reports of the director to the board of visitors (1956-1963, 1978-1980) containing statistical information concerning resident population and admissions; statistical and narrative reports from various units; personnel statistics; and special incident reports and minutes of the Incident Review Committee.

Also included in the accretion is a visitation register (June 1978-July 1985) for board of visitors for visits other than regular monthly board meetings.

[^ Return to Table of Contents](#)

Related Information

Related Material

B1489Series B1489, New York State Lunatic Asylum Visitors' Book, contains additional records on visitors.

[^ Return to Table of Contents](#)

Other Finding Aids

Available at Repository

Volume lists are available at the repository.

[^ Return to Table of Contents](#)

Use of Records

Access Restrictions

Records identifying patients are restricted in accordance with Section 33.13, Mental Hygiene Law, relating to confidentiality of clinical records. Access permitted under certain conditions upon application to and approval by the Office of Mental Health.

Administrative Information

Acquisition Information

B1484-97: These records were transferred to the State Archives on May 7, 1997 from Mohawk Valley Psychiatric Center under RDA 19266.

[^ Return to Table of Contents](#)

Access Terms

- Psychiatric hospitals--New York (State)
- Visitors' books
- Oneida County (N.Y.)
- Administering psychiatric hospitals
- Recording visitors
- Mentally ill--Care--New York (State)
- New York (State)
- Mental health facilities--New York (State)
- Minutes (administrative records)
- Hospitals--New York (State)--Business management
- Monitoring patients
- Hospital trustees--New York (State)
- Utica (N.Y.)
- Utica State Hospital (N.Y.)
- New York (State). State Lunatic Asylum
- New York (State). Office of Mental Health
- New York (State). Department of Mental Hygiene
- Marcy Psychiatric Center (N.Y.)