



*New York State Archives*

**State Commission in Lunacy policy and meeting records  
B1491**

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New York State Archives  
222 Madison Avenue  
Albany, NY 12230  
[archref@nysed.gov](mailto:archref@nysed.gov)  
URL: <http://www.archives.nysed.gov/>

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## Table of Contents

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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

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	This series consists of informational and policy documents issued by the State Commission in Lunacy and maintained by the Utica State Hospital. Documents include meeting minutes; conference transcripts; patient transfer orders; Commission decisions; guidelines; policy resolutions; samples forms; and laws relating to the insane. Issues discussed at the meetings include proposed expenditures, repairs, and construction; condemnation and acquisition of property; personnel issues claims against the hospitals; licensing of private mental health facilities; and other legal and procedural issues and policies.
<b>Creator:</b>	Utica State Hospital (N.Y.)
<b>Title:</b>	State Commission in Lunacy policy and meeting records
<b>Quantity:</b>	1.5 cubic feet
<b>Quantity:</b>	7 volumes
<b>Inclusive Date:</b>	1889-1932
<b>Series:</b>	B1491

[^ Return to Table of Contents](#)

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## Arrangement

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Roughly chronological by date of record creation.

[^ Return to Table of Contents](#)

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## Scope and Content Note

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This series consists of informational and policy documents issued by the State Commission in Lunacy and Maintained by the Utica State Hospital. Documents include transcripts of conferences; orders transferring patients (listed by name) among various institutions; decisions rendered by the Commission; guidelines; policy resolutions; samples of official forms to be used at state hospitals; minutes of meetings of the Commission; copies of laws effecting the insane;

and notifications of changes in laws regarding the insane sent to public officials and members of the medical and legal professions having duties relating to the insane.

Issues discussed and reported at the meetings include proposed expenditures and contracts for improvements, repairs, and construction at the State Hospitals; condemnation and acquisition of property; insurance of hospital property; resignations, appointments, leave, and salary of staff; legal and financial claims made against the hospitals; licensing of private mental health facilities; and other legal and procedural issues and policies.

B1491-97: These volumes contain typed transcripts of minutes of meetings of the Commission in Lunacy (1902-1932). Meetings were held at various state facilities, and business taken up at the meetings concerned all state hospitals either individually or collectively. Minutes typically document location of the meeting; those present; presentations made; brief summaries of reports submitted; and issues considered, resolutions offered, seconded, and adopted.

Besides the commissioners, those present typically included state hospital superintendents and other state hospital staff, representatives of firms conducting business with the state hospital system, and occasionally, other state officials and employees such as the State Architect.

[^ Return to Table of Contents](#)

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## Related Information

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### Related Material

Series B1470, [Willard State Hospital] Administrative Records, contains other official memoranda received by the state hospitals from the State Commission in Lunacy.

[^ Return to Table of Contents](#)

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## Other Finding Aids

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### Available at Repository

B1491-96: Subject index for each volume.

B1491-97: Two earliest volumes include alphabetical subject index.

B1491-97: Volume list.

[^ Return to Table of Contents](#)

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## Use of Records

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### Access Restrictions

There are no restrictions regarding access to or use of the material.

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## Administrative Information

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### Custodial History

B1491-96: These records were transferred to the State Archives on September 16, 1996 from Mohawk Valley Psychiatric Center under RDA 19266.

B1491-97: 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](#)

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## Access Terms

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- Psychiatric hospitals--New York (State)
- Oneida County (N.Y.)
- Administering psychiatric hospitals
- Insanity (Law)--New York (State)
- Utica (N.Y.)
- Guidelines
- Mental health facilities--New York (State)
- New York (State)
- Minutes (administrative records)
- New York (State). State Lunatic Asylum
- New York (State). Office of Mental Health
- New York (State). Department of Mental Hygiene