

Where to Find Some Mayoral Publications

by Christine Bruzzese

Executive Orders. The City Hall Library holds Mayoral *Executive Orders* from 1955 to the present. Please note that *Executive Orders* begin with number 1 for each administration and are numbered consecutively throughout the year(s) he holds office. Some years are indexed topically and/or chronologically. Indexing is not inclusive for all years. There is no in-house computer database to locate *Executive Orders* and updates. Searching must be done manually. It is also possible to consult *Legislative Annual* published by New York Legislative Service for a chronological index and text of Executive Orders starting with 1991. The City Hall Library keeps this publication from 1990 to present.

Memoranda and Directives. These are usually addressed to heads of city agencies concerning various matters. Memoranda are kept from 1946 to 1971. Directives begin in 1980. Finding aids consist of chronological listings for some years. These materials are not indexed topically and there are no automated finding aids. *Legislative Annual* does provide a chronological index and text of Mayoral Directives.

Press Releases. The press releases of New York City Mayors are kept from 1954 to the present. Indexing varies by year. News and press releases for Mayor Bloomberg from 2002 to the present are archived at www.nyc.gov. See link for "Office of the Mayor."

State of the City addresses and Annual Reports. Mayors Wagner and Lindsay presented *Annual Reports* discussing the current situation and new developments in city government. These cover 1954 to 1969. Mayors Beame and Koch each issued *A Report* on state of the city. By 1984, this document had become known as the *State of the City Address*. The City Hall Library maintains a complete collection from 1984 on, although the speech was not given every year.

Mayoral Papers. The Municipal Archives maintains a collection of Mayoral papers from 1849 to the present. The collection includes subject files, scrapbooks and photographs. For more information, go to the Department of Records website at www.nyc.gov/html/records and click on the link for "Collections."