



ArchivesSpace

Petworth Women's Club Collection

An inventory of Petworth Women's Club at DC Public Library

This finding aid was produced using ArchivesSpace on September 08, 2020.

English

Describing Archives: A Content Standard

DCPL Special Collections - MLK Library

901 G Street NW

Washington, DC

archives.dcpl@dc.gov

Table of Contents

Summary Information	3
Biographical / Historical	3
Scope and Contents	4
Arrangement	4
Administrative Information	5
Controlled Access Headings	5
Collection Inventory	6
Series 1: Programs, 1920-1939; 1964	6
Series 2: Yearbooks, 1921-1959	6
Series 3: Sections and Committees, 1915-1933	7
Series 4: General Files, 1916-1964	7
Series 5: Meeting Minutes, 1914-1964	8
Series 6: Financial Records, 1915-1954	9
Series 7: Clippings, 1924-1949	10

Summary Information

Repository:	DCPL Special Collections - MLK Library
Creator:	Petworth Women's Club
Title:	Petworth Women's Club Collection
ID:	052
Date [inclusive]:	1914-1964
Date [bulk]:	1915-1955
Physical Description:	3.5 Linear feet
Physical Description:	10 Boxes
Language of the Material:	English
Language of the Material:	English

[^ Return to Table of Contents](#)

Biographical / Historical

On the evening of July 6, 1914, Mrs. Harriet Hill who lived on Taylor Street called the President of the D.C. Federation of Women's Clubs about organizing a women's club to promote the best interests of Washington, D.C.'s Petworth neighborhood. Eleven women met that evening and officers were elected. Soon after, six sections were formed, including civic, educational, literature, home, philanthropic, music, and art to choose appropriate social, educational, or philanthropic activities for its members. In the early years, membership was limited to women of Petworth, as bounded by Hamilton Street on the North, Rock Creek Church Road on the south, Third Street on the east, and Georgia Avenue to the west. Starting in 1914, monthly business meetings were held in the Petworth School house, then by 1937 at the Petworth Methodist Church. Highlights of club activities included: a campaign led by Mrs. A.C. Norcross for a public library branch in Petworth in the 1920s; a Red Cross Production unit organized during World War II; a visiting nurses group which assisted at the Walter Reed Hospital; and a sewing circle of the Philanthropic section which provided clothes to children at D.C. Village and the Convalescent Hospital for almost 30 years. Charter members included Mrs. Annie Nelson, Mrs. A.C. Norcross, Mrs. Harriet Hill, Mrs. W.F. North, Mrs. Frank H. Schwartz, and Mrs. W. Winklehaus.

[^ Return to Table of Contents](#)

Scope and Contents

The collection contains programs, yearbooks, meeting minutes, reports, membership lists, correspondence, and receipts which document the activities of the Petworth Women's Club.

[^ Return to Table of Contents](#)

Arrangement

Series 1: Programs, 1920-1939; 1964 (.50 linear ft.): The series consists primarily of programs for the club's annual banquets. It also contains programs of other events including the Allegiance Luncheon of the Women's National Committee for Law Enforcement in 1926, the Children's Patriotic Parade...List of Entries for 1924, and the Club's golden anniversary program in 1964. Items are arranged chronologically.

Series 2: Yearbooks, 1921-1959 (.50 linear ft.): The series contains the club's yearbooks. Each yearbook includes a list of officers, section chairman and members, standing and special committees, members, meetings, and a report from the President. Yearbooks are arranged chronologically.

Series 3: Sections and Committees, 1915-1933 (.50 linear ft.): The series contains many handwritten and typed meeting minutes and reports of sections/committees. The sections carried out the many charitable and educational activities of the club. Activities included sewing children's garments for orphanages, collecting food and clothes for the poor, offering lectures on women's suffrage and homemaking, conducting poetry readings, book discussions, neighborhood beautification projects, forming a visiting home nurses group, and lobbying for the Petworth schools, a branch library, and less car pollution. Also included in the series are meeting minutes of the Executive Committee of the Club in the early 1920s. The folders are arranged alphabetically by the name of the committee.

Series 4: General Files, 1916-1964 (.25 linear ft.): The series contains folders on a variety of topics loosely arranged in chronological order. Much of the series consists of correspondence. It also includes a history of the club prepared in 1964 and minutes from meetings of affiliated organizations such as the D.C. Federation of Women's Clubs and the Public School Administration Association.

Series 5: Meeting Minutes, 1914-1964 (.50 linear ft.): The series contains minutes of the meeting of the Club.

Series 6: Financial Records, 1915-1954 (1 linear ft.): Includes primarily handwritten ledger books containing treasurer reports, member dues, and other club expenditures.

Series 7: Clippings, 1924-1949 (.25 linear ft.): The series contains scrapbooks and loose clippings maintained by Club members on the Club's activities and events.

[^ Return to Table of Contents](#)

Administrative Information

Publication Statement

DCPL Special Collections - MLK Library

901 G Street NW
Washington, DC
archives.dcpl@dc.gov

Revision Description

Finding aid revised to be more evergreen. 2020-6-29

Custodial History

Items in this collection were part of the Library's vertical files. To ensure the physical preservation of fragile handwritten documents in the vertical file, in 1999 they were removed and photocopied. Photocopies were returned to the vertical files and the originals are in this collection.

Processing Information

Standard archival processing procedures were applied to the collection when it was processed.

[^ Return to Table of Contents](#)

Controlled Access Headings

- Neighborhoods
- Societies and clubs
- Women
- Minutes (Records)
- Organizational Records
- Correspondence
- Yearbooks
- Petworth, Washington, D.C.

Collection Inventory

Series 1: Programs, 1920-1939; 1964

Scope and Contents

The series consists primarily of programs for the club's annual banquets. It also contains programs of other events including the Allegiance Luncheon of the Woman's National Committee for Law Enforcement in 1926, the Children's Patriotic Parade...List of Entries for 1924, and the Club's golden anniversary program in 1964. Items are arranged chronologically.

Title/Description	Instances	
Annual banquet programs, 1920, 1922-1937	Box 1	Folder 1
Children's Patriotic Parade - List of Entries, 1924	Box 1	Folder 2
Allegiance Luncheon - Woman's National Committee for Law Enforcement, 1926	Box 1	Folder 3
Lee Kedrick Lecture Bureau, 1928	Box 1	Folder 4
Annual Luncheon of the DC Federation of Women's Clubs, 1931	Box 1	Folder 5
Silver Anniversary Program, 1939	Box 1	Folder 6
Announcement of officers, 1931, 1964	Box 1	Folder 7
Invitation to House and Embassy Tour, 1950	Box 1	Folder 8
Golden Anniversary Luncheon program, 1964	Box 1	Folder 9
Harvest Dinner and Bazaar, Undated	Box 1	Folder 10
An Evening in Old Japan by the Petworth Woman's Club, Undated	Box 1	Folder 11

[^ Return to Table of Contents](#)

Series 2: Yearbooks, 1921-1959

Scope and Contents

The series contains the club's yearbooks. Each yearbook includes a list of officers, section chairman and members, standing and special committees, members, meetings, and a report from the President. Yearbooks are arranged chronologically.

Title/Description	Instances	
Yearbooks, 1921-1959	Box 1	Folder 12

[^ Return to Table of Contents](#)

Series 3: Sections and Committees, 1915-1933

Scope and Contents

The series contains many handwritten and typed meeting minutes and reports of sections/committees. The sections carried out the many charitable and educational activities where were typical of women's clubs of the period. Activities included sewing children's garments for orphanages; collecting food and clothes for the poor, offering lectures on women's suffrage and homemaking; conducting poetry readings, book discussions, neighborhood beautification projects; forming a visiting home nurses group; and lobbying for the Petworth schools, a branch library, and less car pollution. Also included in the series are meeting minutes of the Executive Committee of the Club in the early 1920s. The folders are arranged alphabetically by the name of the committee.

Title/Description	Instances	
Art Club, 1925	Box 2	Folder 1
Art Section, 1921-1922, 1925-1926, 1930-1931	Box 2	Folder 2
Civic Section, 1915-1932	Box 2	Folder 3
Educational Section, 1927-1933	Box 2	Folder 4
Executive Committee Meeting Minutes, 1920-1922	Box 2	Folder 5
Home Section Minutes, 1921-1926, 1932-1933	Box 2	Folder 6
Hospitality Committee, 1920-1927, 1932-1933	Box 2	Folder 7
Literary Club, 1918-1925	Box 2	Folder 8
Literature Section, 1926-1933	Box 2	Folder 9
Music Section, 1914-1915, 1922-1926, 1931-1932	Box 2	Folder 10
Philanthropic Section, 1919-1933	Box 2	Folder 11
Visiting Nurses Committee, 1931-1932	Box 2	Folder 12
Yearbook Committee, 1922-1925	Box 2	Folder 13
Committee Reports - General, 1914-1955	Box 3	Folder 1
Committee Reports - General, 1914-1955	Box 3	Folder 2
Committee Reports - General, 1914-1955	Box 3	Folder 3
Committee Reports - General, 1914-1955	Box 3	Folder 4
Committee Reports - General, 1914-1955	Box 3	Folder 5

[^ Return to Table of Contents](#)

Series 4: General Files, 1916-1964

Scope and Contents

The series contains folders on a variety of topics loosely arranged in chronological order. Much of the series consists of correspondence. It also includes a history of the club prepared in 1964 and minutes from meetings of affiliated organizations such as the D.C. Federation of Women's Clubs and the Public School Administration Association.

Title/Description	Instances	
Presidential Address, 1918	Box 3	Folder 6
Correspondence, 1916-1922	Box 3	Folder 7
Correspondence re Petworth School, 1916-1922	Box 3	Folder 8
Correspondence, 1924-1926	Box 3	Folder 9
Correspondence, 1927-1935	Box 3	Folder 10
Public School Association Meeting Minutes, 1922-1927	Box 4	Folder 1
Officers' reports, 1922	Box 4	Folder 2
Correspondence, 1925-1935	Box 4	Folder 3
Corresponding Secretary's reports, 1925-1926	Box 4	Folder 4
President Edith Phelps' papers, 1924-1926	Box 4	Folder 5
Clippings, 1926	Box 4	Folder 6
Financial materials, 1927-1933	Box 4	Folder 7
Society Hygiene Society of D.C., 1930s	Box 4	Folder 8
D.C. Federation of Women's Clubs meeting minutes, 1931-1933	Box 4	Folder 9
Membership lists, 1931-1932	Box 4	Folder 10
Resolutions, 1932	Box 4	Folder 11
WWII misc., 1940-1945	Box 4	Folder 12
Correspondence, 1949-1950	Box 4	Folder 13
Club documents, 1950-1951	Box 4	Folder 14
Awards and certificates, 1958-1964, 1936	Box 4	Folder 15
Petworth Tribune - Petworth Methodist Church, 1961	Box 4	Folder 16
History, 1964	Box 4	Folder 17

[^ Return to Table of Contents](#)

Series 5: Meeting Minutes, 1914-1964

Scope and Contents

The series contains minutes of the meeting of the Club.

Title/Description	Instances	
Meeting Minutes (bound volume), 1915-1931	Box 5	Folder 1
Meeting Minutes (bound volume), 1915-1931	Box 5	Folder 2
Meeting Minutes, 1915-1931	Box 5	Folder 3
Meeting Minutes, 1915-1931	Box 5	Folder 4
Meeting Minutes, 1915-1931	Box 5	Folder 5
Meeting Minutes, 1915-1931	Box 5	Folder 6
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 1
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 2
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 3
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 4
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 5
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 6
Meeting Minutes (bound volume), 1940-1964	Box 6	Folder 7
Meeting Minutes, 1940-1964	Box 6	Folder 8
Meeting Minutes, 1940-1964	Box 6	Folder 9

[^ Return to Table of Contents](#)

Series 6: Financial Records, 1915-1954

Scope and Contents

Includes primarily handwritten ledger books containing treasurer reports, member dues, and other club expenditures.

Title/Description	Instances	
Ledger book, 1915-1926	Box 7	Folder 1
Ledger book, 1915-1926	Box 7	folder 2
Ledger book, 1915-1926	Box 7	folder 3
Ledger book, 1915-1926	Box 7	folder 4
Unlabeled folder, Undated	Box 7	folder 5
Ledger book, 1930-1948	Box 8	Folder 1
Ledger book, 1930-1948	Box 8	folder 2

Ledger book, 1930-1948	Box 8	folder 3
Ledger book, 1930-1948	Box 8	folder 4
Ledger book, 1930-1948	Box 8	folder 5
Ledger book, 1930-1948	Box 8	folder 6
Ledger book, 1930-1948	Box 8	folder 7
Ledger book, 1930-1948	Box 8	folder 8
Ledger book, 1930-1948	Box 8	folder 9
Ledger book, 1930-1948	Box 8	folder 10
Ledger book, 1949-1954	Box 9	Folder 1
Ledger book, 1949-1954	Box 9	folder 2
Ledger book, 1949-1954	Box 9	folder 3
Ledger book, 1949-1954	Box 9	folder 4
Unlabeled folder, Undated	Box 9	folder 5

[^ Return to Table of Contents](#)

Series 7: Clippings, 1924-1949

Scope and Contents

The series contains scrapbooks and loose clippings maintained by Club members on the Club's activities and events.

Title/Description	Instances	
Clippings, 1924-1949	Box 10	Folder 1
Clippings, 1924-1949	Box 10	folder 2
Ledger book, Undated	Box 10	folder 3
Ledger book, Undated	Box 10	folder 4
Ledger book, Undated	Box 10	folder 5

[^ Return to Table of Contents](#)