



ArchivesSpace

# **Women's City Club Records**

## **An inventory of Women's City Club at DC Public Library**

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This finding aid was produced using ArchivesSpace on February 20, 2018.

English

Describing Archives: A Content Standard

Test

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## Summary Information

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<b>Repository:</b>	Test
<b>Title:</b>	Women's City Club Records
<b>ID:</b>	032
<b>Date [inclusive]:</b>	1919-1974
<b>Physical Description:</b>	11 linear feet; 20 boxes
<b>Language of the Material:</b>	English
<b>Language of the Material:</b>	English
<b>Language of the Material:</b>	English

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## Biographical / Historical

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The Women's City Club was founded in 1919 and was the first local club for women with a meetinghouse. The Club took positions on issues such as home rule, women's suffrage, and abolition of capital punishment. It was part of a national and international network of women's groups and became a part of the D.C. Federation of Women's Clubs in 1920.

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## Scope and Contents

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The collection consists primarily of minutes of Club meetings from 1919 through 1972. Also included are scrapbooks, photographs, clippings, and administrative records which document the Club's founding and activities. The records are arranged into 4 series: meeting minutes, administrative materials, photographs, and scrapbooks.

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## Administrative Information

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### Publication Statement

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### Custodial History

Most of the items in this collection were originally part of the Washingtoniana Division's vertical files, a set of files maintained for ease of reference on various topics related to D.C. history and current events. The vertical files primarily contain clippings but also include other rare items such as signed letters, original programs, and reports. To ensure the physical preservation of rare documents in the vertical file on the Women's City Club of Washington, DC were removed in 1999 to create this collection. Photocopies of clippings and other less rare items were retained in the vertical file.

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## Controlled Access Headings

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- Politics and government
- Associations, institutions, etc

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## Collection Inventory

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### Series 1: Meeting Minutes, 1919-1982

#### Scope and Contents

This series contains minutes of meeting of the Club's board and committees as well as other special meetings from 1919 through 1972. The minutes are arranged chronologically.

Title/Description	Instances	
Untitled, 1919-1921	Box 1	Folder 1
Untitled, 1921-1923	Box 2	Folder 1

Untitled, 1923-1926	Box 3	Folder 1
Untitled, 1925-1929	Box 4	Folder 1
Untitled, 1929-1932	Box 5	Folder 1
Untitled, 1931-1934	Box 6	Folder 1
Untitled, 1934-1938	Box 7	Folder 1
Untitled, 1938-1944	Box 8	Folder 1
Untitled, 1944-1950	Box 9	Folder 1
Untitled, 1944-1954	Box 10	Folder 1
Untitled, 1954-1960	Box 11	Folder 1
Untitled, 1962-1972	Box 12	Folder 1

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## Series 2: Administrative Materials, 1940-1974

### Scope and Contents

This series includes financial data contained in receipt books, financial statements, and accounts receivable reports. It also contains correspondence, annual reports, newsletters, member rosters, a Club history, by-laws, and articles of incorporation.

Title/Description	Instances	
History, Undated	Box 13	Folder 1
Columbia Lighthouse for the Blind report, 1972	Box 13	Folder 2
General files, 1972-1980	Box 13	Folder 3
Clippings, Undated	Box 13	Folder 4
Club bulletins and yearbooks, 1948-1952	Box 14	Folder 2
By-laws and articles of incorporation, 1949-1952	Box 14	Folder 3
Nominations, 1949-1952	Box 14	Folder 4
House rules, 1952-1954	Box 14	Folder 5
Correspondence and reports, 1950s	Box 14	Folder 6

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## Series 3: Photographs, 1919-1974

## Scope and Contents

The series primarily consists of framed photographs of early Club leaders with a few photographs of certain club events. The photographs are arranged chronologically. Oversized photographs were removed from their original location and placed in separate containers. Containers with oversized items appear at the end of the Box Inventory in this finding aid.

Title/Description	Instances	
Miss Ellen Spencer Mussey, 1919	Box 15	Folder 1
Mrs. Mabel Lyman Swormstedt, 1923-1924	Box 15	Folder 2
Dr. A. Frances Toye, 1924-1926	Box 15	Folder 3
Dearn Grace Hayes Riley, 1926-1928	Box 15	Folder 4
Euterpe Fitzgerald Chance, 1928-1930	Box 15	Folder 5
Mrs. Glaydes Middlemiss, 1940-1962	Box 16	Folder 1
Mrs. Lee Corbin, 1930-1932	Box 16	Folder 2
Pearle Mesta, Undated	Box 16	Folder 3

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## Series 4: Scrapbooks and Memorabilia, 1925-1968

### Scope and Contents

Scrapbooks, a guest register, and a collection of original poems are included in this series. The items are arranged chronologically. An oversized scrapbook was removed from its original location and placed in a separate container. Containers with oversized items appear at the end of the Box Inventory in this finding aid.

Title/Description	Instances	
Community Improvement Award Certificate, 1972-1974	Box 16	Folder 4
Sign, Undated	Box 16	Folder 5
Scrapbook, 1926	Box 17	Folder 1
Scrapbook, 1940-1941	Box 17	Folder 2
Scrapbooks, 1942-1946	Box 17	Folder 3
Registry of Sunday Tea Guests, 1940	Box 17	Folder 4
Scrapbook, 1930's	Box 18	Folder 1

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## Series 5: Oversize

Title/Description	Instances
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Scrapbook, 1946	Box 19	Folder 1
Scrapbook, 1946-1947	Box 19	folder 2
Collection of Original Poems, 1943	Box 19	folder 3
Receipt book, 1962-1974	Box 20	Folder 1
Receipt Book, 1962-1974	Box 20	folder 2
Framed photograph of Dorothy B. Marvin, Undated	Box 20	Folder 3
Framed photograph of unidentified woman, Undated	Box 20	Folder 4
Scrapbook, 1964-1968	Box 20	folder 5
Scrapbook, 1930	box 21	folder 1
Scrapbook, 1938-1939	box 22	folder 1

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