Archives

Diocese of Olympia

1551 10th Ave E, Seattle, WA 98102

**Church Assistance Fund 1948-1974**

**Collection Summary**

**Reference Code:** WaSeDOA

**Repository:** Diocese of Olympia Archives, Diocesan House, Seattle, Washington

**Call Number:** 813

**Collector:** Diocese of Olympia

**Title:** Church Assistance Fund

**Dates**: 1948-1974

**Size:** 0.4 Linear Feet

**Language(s):** Collection materials are in English.

**Abstract:** The Church Assistance Fund was started in 1948 to further the goals and objectives of the Diocese of Olympia by providing small funds created with some gifts from dozens of members of the church to make small loans to smaller churches that had no credit rating and could not borrow from the bank.

**Organizational History**

The Church Assistance Fund (CAF) was started in 1948 by Rt Rev. Stephen F. Bayne Jr., James P. Hodges, Joshua Green, John W. Eddy, T.F. Gleed, E. Garret, and Harold S. Shefelman. It was formed to serve and further the interest of the Dioceses of Olympia and surrounding parishes, missions, and churches. It was officially certified by the State of Washington that same year. In 1949, amendments were made to the Fund’s articles of agreement, adopting Section 1 of both Article VIII - Amendments and Article IX – Corporate Assets, Funds, and Property. These amendments stipulate that amendments can be made to the Articles of Association—otherwise known as the Agreement of Association—and the Articles of Incorporation at any meeting. So long as there was a notice given at least 48 hours before said meeting, members are given sufficient time prior to present, and no funds, assets, or property belonging to the corporation is to be used for anything other than furthering the interests of the Diocese. Additionally, should the corporation dissolve, all of it shall be distributed according to what would benefit the Diocese. Bishop Bayne became the president of this corporation and Chairman of the Board of Trustees, and Harold S. Shefelman served as the Secretary. The Church Assistance Fund dissolved at an unknown date in 1951 when the assets of the fund ($9,000) were turned over to the Diocese and incorporated into the Building and Loan Fund. The reason this occurred was due to the creation of the Diocesan Investment Fund (DIF)—which would become the Building and Loan Fund—which was a money managed fund managed by the Diocese, enabling them to give to the churches, thereby making the existence of the Church Assistance Fund unnecessary.

**Arrangement**

Series 1. Governance

Subseries 1.1 Corporate Founding Documents, 1948-1949

Subseries 1.2 Certificate of Organization, 1948

Subseries 1.3 Articles of Association, 1948

Subseries 1.4 Certificate of Amendment, 1949

Subseries 1.5 Articles of Incorporation, 1949

Subseries 1.6 By-Laws of the Diocese of Olympia Church Assistance Fund, 1949

Subseries 1.7 First Meeting and Annual Meeting Minutes, 1948-1949

Subseries 1.8 Notices, 1948

Subseries 1.9 Unsorted-Governance Documents, 1948-1949

Series 2. Financial

Subseries 2.1 Banking Documents, 1949-1950

Subseries 2.2 Mortgage Forms, 1949

Subseries 2.3 Promissory Note, 1949

Subseries 2.4 Correspondences-Financial Documents, 1948-1951, 1974

Subseries 2.5 Unsorted-Financial Documents, 1948-1949

**Scope and Content**

This collection is made up of paper materials and is broken into two series. Series 1 consists of governance documents that form the foundation of the Church Assistance Fund. It includes corporate founding documents, certificate of organization and amendment, articles of Association and Incorporation, by-laws, first and annual meeting minutes, notices, and lastly, related governance documents that could not be sorted at this time. Series 2 focuses on finances; this includes not only financial documents but also correspondence pertaining to the fund and its operations. This series has banking documents, mortgage forms, promissory notes, correspondences that.

**Administrative Information**

**Preferred Citation:** [identify the item], [folder number], Church Assistance Fund, 1948-2023, Diocese of Olympia.

**Provenance:** Records were created by Church Assistance Fund within the Diocese of Olympia.

**Acquisition Information:** This record was created by the Church Assistance Fund and later transferred to the dioceses at an unknown date.

**Processing Information:**  Processed by Diane T. Well, Archivist, date unknown. Reprocessed by Victoria I. Rincon, intern, 2023.

**Access Rights:** The collection is open for research.

**Physical Access Restrictions:** None.

**Tech. Access Restrictions:** None

**Special Formats:** None.

**Copyright:** Ownership of the originals belongs to the Diocese of Olympia Archives, Seattle, Washington. Materials published before January 1, 1923, or improperly copyrighted are in the public domain. All requests for permission to publish or quote must be submitted in writing to the archivist.

**Conservation Notes:** Staples and paperclips were removed.

**Separated Material:** None.

**Controlled Access Headings:**

**Corporate Name(s)**

The Diocese of Olympia of the Episcopal Church (Wash.)

The Church Assistance Fund (Seattle Wash.)

**Collection Inventory**

**Series 1: Governance**

**Subseries 1.1 Corporate Founding Documents, 1948-1949**  **Container Number**  **Folder Number**

Corporate Founding Documents, 1948-1949 1 1

**Subseries 1.2 Certificate of Organization, 1948** **Container Number**      **Folder Number**

Certificate of Organization, 1948 1 2

**Subseries 1.3 Articles of Association, 1948                  Container Number**  **Folder Number**

Articles of Association, 1948 1 3

**Subseries 1.4 Certificate of Amendment, 1949** **Container Number**  **Folder Number**

Certificate of Amendment, 1949 1 4

**Subseries 1.5 Articles of Incorporation, 1949** **Container Number**  **Folder Number**

Articles of Incorporation, 1949 1 5

**Subseries 1.6 By-Laws of the Diocese of Olympia Church Assistance Fund, 1949**

**Container Number**  **Folder Number**

Articles of Incorporation, 1949 1 6

**Subseries 1.7** **First Meeting and Annual Meeting Minutes, 1948-1949**

**Container Number**  **Folder Number**

First Meeting and Annual Meeting Minutes, 1948-1949 1 7

**Subseries 1.8 Notices, 1948** **Container Number**  **Folder Number**

Notices, 1948 1 8

**Subseries 1.9**  **Unsorted-Governance Documents, 1948-1949**

**Container Number**  **Folder Number**

Unsorted-Governance Documents, 1948-1949 1 9

**Series 2: Financial**

**Subseries 1.1** **Banking Documents, 1949-1950**   **Container Number**  **Folder Number**

Banking Documents, 1949-1950 1 1

**Subseries 1.2** **Mortgage Forms, 1949** **Container Number**  **Folder Number**

Mortgage Forms, 1949 1 2

**Subseries 1.3 Promissory Note, 1949** **Container Number**  **Folder Number**

Promissory Note, 1949 1 3

**Subseries 1.4 Correspondences-Financial Documents, 1948-1951, 1974**

**Container Number**  **Folder Number**

Correspondences-Financial Documents, 1948-1951, 1974 1 4

**Subseries 1.5 Unsorted-Financial Documents, 1948-1949**

**Container Number**  **Folder Number**

Unsorted-Financial Documents, 1948-1949 1 5