



48/4/3
Faculty Organizations
Social
University Women's Tuesday Tea Club Records, 1906-1997

Box 1:

Secretary's Books - Tuesday Tea Club

No. I, 2/06-2/23
No. II, 3/13/23-10/12/37
No. III, 10/19/37-4/11/50
No. IV, 5/2/50-5/16/55
No. V, 6/2/55-5/25/62

Tuesday Morning Musical Club, Program, 1919

Tuesday Tea Club

Board Meetings, 1960, 1961
List of Officers (1962-61), members, hostesses and duties of chairmen
Reports of Teas, 1956-60
Year Books, 1958-59, 1959-60, 1960-61

Twenty-Eight Club (the first group of Newcomers)

Minutes, 1936-56 (2 volumes)
Correspondence, 1946-52

Box 2:

Newcomers' Club

Secretary's Minutes, 1928-45, 1953-59 (3 volumes)
Board Minutes, 1940-47 (2 volumes)
Treasurer's Reports, 1937-60
Arts and Crafts Group, 1955-61
Book and Drama Group, 1956-62
Bridge Chairman, 1956-62
Clippings, 1938-43, 1960-61
Constitutions and By-Laws, Duties of the President, and Club Procedure, 1942-60
Correspondence, Lists of Officers, 1935, 1942, 1944
Courtesy Committee, 1956-62
Dances, 1960-61
Diplomas, no date
Foreign Language Group, 1960-62
Gourmet Group, 1956-62
Home and Garden Group, 1955-62
Luncheons, 1961-62
Membership, 1957-62
Membership Lists, 1931, 1933-37, 1939-43
Minutes of Board Meetings and Secretary's Reports, 1957-62
Morning Coffees, 1957-62
Music Group, 1954-62
Neighborhood Teas, 1957-62
Programs, 1940-41, 1943-44
Reports of Sponsor Chairmen, 1956-59
Sewing Group, 1956-62
Social Chairmen, 1957-62

Sports, 1957-58
 Treasurer, 1956-62
 Vice President, 1956-62

Box 3:

Scrapbook of the Newcomers' Club. Founded in 1928 as an auxiliary of the University Women's Tuesday Tea Club.

The scrapbook contains a history of the founding, brief accounts of each year's activities, constitutions, clippings and photographs, (1928-62). Preservation photocopy made 1/96; photographs and constitutions retained.
 Program Books, 1938-62
 Constitutions, Membership Lists, Correspondence, 1935-61
 Photographs, ca. 1940-55
 Preservation Photocopy of Scrapbook, 1928-62

Box 4:

Historian - Archivist report; inventory of records, 1962-73
 Mrs. Glen Salisbury; agenda, list of records and properties
 President - Mrs. L. B. Howard; agenda, notes, 1963-64
 Mrs. W. L. Everitt; agenda, correspondence, 1964-65
 Mrs. K. Gardner; minutes, memos, 1965-66
 Mrs. L. Bryan; 1966-67
 Mrs. R. A. Jones; report, financial statement newsletter, by-laws revision, programs, publicity clippings, 1967-68
 Mrs. O. H. Dodson; report, financial statement, newsletters, minutes clippings, 1968-69
 Mrs. Walter Johnson; report, program, 1969-70
 Mrs. T. S. Cureton; newsletter, invoices, notes, 1970-71
 Mrs. R. Simons; annual report, agenda, 1971-72
 Mrs. D. Mulliken; annual report, agenda, 1972-73
 Mrs. Kathleen Kapple, 1975-76
 Mrs. Mary Blair, 1978-79
 1st vice president - annual reports, 1962-73
 programs (directories and yearbooks), 1962-72
 2nd vice president - reports; Newcomers, records, programs, 1962-74
 3rd vice president - membership lists of various "Interest groups", program summaries, reports, 1962-73
 file on "Friends of the Arts", 1966-67
 file on "Chorus" includes sheet music, 1968-69

Box 5:

Recording secretary - minutes of meetings; minutes of executive board and (2) material supplementary to above, 1962-66, original journals, incomplete typed duplicate minutes, 1963-65
 minutes, 1965-73 (June)
 Corresponding secretary, 1962-72

Box 6:

Treasurer - Original entry book, 1962-63
 reports, records, budgets, 1962-73
 Grants and loans - reports, correspondence, 1962-73
 Custodian, loan fund - U. I. Foundation, 1966

Box 7:

Committee reports - Hospitality, 1966-73
 Mailing lists; correspondence and mailing permit, 1964-65
 Reports, 1970
 Membership, 1964-71
 Publicity, 1961, 1967, 1970-72
 Social Chairman, 1962-73
 Tours, 1966-73
 Communications to membership; data on dessert table, 1962-73
 By-laws - original form and revisions, (2 folders) 1962 1966, 1968, 1971, 1976
 Chicago Circle Women's Club - Yearbooks, 1962-63, 1966-67
 coffee hostess lists (1963); presidents' report (1965-66)
 notice and sample of note paper to be sold, meetings notice, 1966-67

Box 8: (Hollinger Scrapbook Box)

Publicity Scrapbook

1963-64
 1964-71
 1971-72
 1978-84

The scrapbook contains newspaper clippings, news releases, Club programs, and publications reflecting activities, programs, officers, and members.
 Preservation photocopy made 1/96.

Publicity Scrapbook

1977-87

Box 9:

Communications to Membership, 1967-68
 1968-69
 Notes from Tours Chairman's notebook from Fall 1966-75
 Includes letters of arrangement, schedules tour sheets and examples of various forms of communication with membership concerning tour program. Approximately 76 pieces.
 1973-74 Board Reports and Secretary's Minutes (2 paper folders)
 Scholarship Fund, 1973-79
 Includes list of recipients, clippings, correspondence.
 1974-75 Board Reports and Secretary's Minutes (2 paper folders)
 Women's Club Reports, 1975-76
 Secretary's Book I, 1975-76 (1975-76 minutes plus annual reports of all committees)
 Secretary's Book II, 1976-77 (1976-77 minutes plus annual reports of all committees)

Box 10:

Women's Club Reports of Officers and Board, 1976-77
Correspondence, 1976-77
Women's Club Reports of Officers and Board, 1977-78
Secretary's Minutes, Officer's Reports, and Membership Lists:
 1977-78 (2 folders)
 1978-79 (2 folders)
75th Anniversary Program, 1981
 Includes clipping, transcript, and tape recording of program.
Women's Club Annual Reports
 1981-81
 1981-82

Box 11:

Secretary's Minutes, Officer's Reports, and Membership Lists:
 1979-80
 1980-81
 1981-82
 1982-83
 1983-84
 1984-85
 1985-86
 1986-87
 1987-88
 1988-89
 1989-90

Box 12:

Publicity, 1987-93
Membership Directories (2 folders), 1988-94
Newsletters, 1990-93
Women's Club Officer's Reports and Membership Lists:
 1989-90
 1990-91
 1991-92
Interest Group Reports, 1991-92
Secretary's Minutes, Officer's Reports, and Membership Lists 1992-93
 1993-94
Newsletter, 1994
Women's Club Officer Reports and Minutes
 1994-95
 1995-96
 1996-97

Box 13:

President's Files (includes correspondence, minutes, reports, publicity, and newsletters)

Vivian Larson, 1997-98

Helen Burch, 1998-99

Barbara Isaacson, 1999-2000

Betty Hembrough, 2000-2001

Stephanie Price, 2001-2002

Diane Dold, 2002-03