

GHI Reference Guide

Business History in the United States: A Guide to Archival Collections

Edited by Terry Snyder



GERMAN HISTORICAL INSTITUTE
WASHINGTON DC

German Historical Institute Reference Guides

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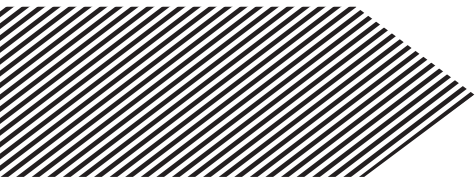
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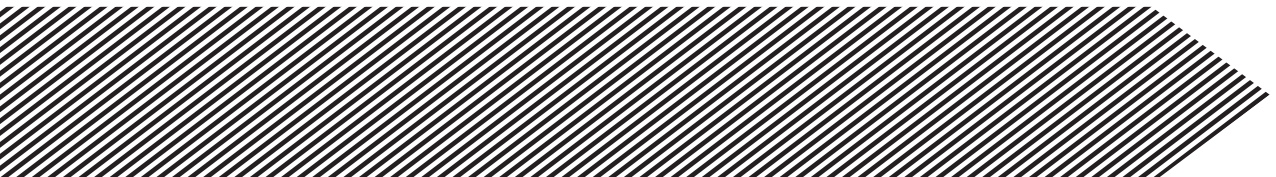
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PREFACE

As an economic and social historian, one of the first things I did after assuming the directorship of the German Historical Institute in Washington, DC, in April 2008 was to discuss how the GHI could be instrumental in supporting research on American business history with my new American colleagues. Comparing research in Europe and the United States, we noted how much more difficult it is to find archival collections—to even know of their existence—and, once familiar with them, to know whom to contact to gain access to them, in the United States. This is because Europe has a system of state and regional archives for business records, but American records are scattered across the country in a variety of public and private repositories with often disparate collections. We also quickly realized that, despite the rich history of American business and the exponential growth of business history as a discipline in the United States in the last few decades, there was no guide to introduce new researchers to archives in the field or to help experienced business historians discover new archival sources.

The GHI seemed perfectly suited to fill this gap. In its aims of fostering historical research on the United States and connecting academic communities across the Atlantic, the GHI has published a number of guides to archival resources in the past, such as *German Jews in the United States* (No. 24, 2008) and *The GDR in German Archives* (No. 14, 2002). Moreover, some of the institute's new projects are now in the field of economic, business, and consumption history. Producing a guide to business history sources in the U.S., thus, fits well into our overall aims and supports our own research as it improves access to archival materials on U.S. business history for us and others as well.

To my delight, when I visited the Hagley Museum and Library in Wilmington, Delaware, in the spring of 2008 and brought up this idea, Terry Snyder, Hagley's Deputy Director for Library Administration, volunteered to take on the challenging task of compiling such a guide. She selected archives of interest and sent them a questionnaire that asked for pertinent contact information, an overview of the collections, and, most importantly, a listing of noteworthy collections of particular interest to business historians.

Given this procedure, the quality and depth of information on each archive presented varies according to the responses received. In some

cases, information from an archive's web site or from published archival guides was used to supplement or, when no response was received, to supply information. Yet, for the most part, the entries represent the information that the archivists and librarians provided. As such, the guide is certainly not intended to be comprehensive. Mistakes and omissions are inevitable, and I encourage scholars to send corrections or suggestions to be incorporated into the online version of the guide (info@ghi-dc.org). Nevertheless, it is my hope that the guide will be of use to business historians around the world, offering them direction or making them aware of a wealth of business archives they may not be familiar with. In this respect, the guide's geographical organization and index should be especially helpful, allowing scholars to search for individuals or businesses at a glance. Moreover, as a pdf file online at the GHI's web site (www.ghi-dc.org, see publications and then search for reference guides), the guide can be searched by keyword.

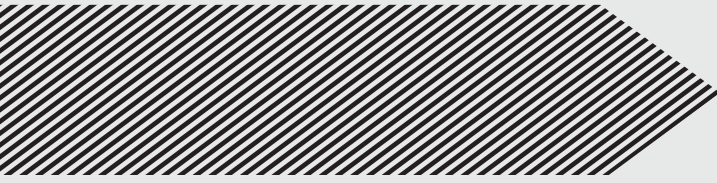
Of course, a guide of this sort is not possible without the cooperation of a great many people, and not least of the archivists and librarians at all the participating institutions that gave selflessly of their time to complete the questionnaire. I would like to take this opportunity to express my gratitude to them. I would also like to express my appreciation to my colleagues at Hagley—to Associate Director Roger Horowitz for helping me find a highly knowledgeable person for the job, to Janet Hilyard for her assistance, and, above all, to Terry Snyder for the outstanding job she did compiling the guide, as well as for providing the cover photograph from Hagley's collections. Finally, I would also like to thank Patricia Sutcliffe of the GHI for assisting in preparing the manuscript for publication. It is particularly gratifying, now two years into my tenure as GHI director, to see this initial goal come to fruition.

Hartmut Berghoff
Washington, DC, July 2010

ABOUT THE EDITOR

Terry Snyder has more than twenty-five years' experience in the library and archives field. She holds an M.A. in History and Certification in Archival, Museum, and Editing Studies from Duquesne University; an M.S. from Drexel University in Information Science, an ALA-accredited Library Science program; and both an M.A. and Ph.D. in American Civilization from the University of Pennsylvania. She served in a range of positions at the Historical Society of Pennsylvania and the University of Pennsylvania Archives and Records Management Department before taking her position as the director of the library division at Hagley Museum and Library in 2003.





Alabama- Hawaii

Archival Collections

ALABAMA

Birmingham, AL

1. Birmingham Jefferson History Museum

Young & Vann Building
1731 First Avenue North, Ste. 120
Birmingham, AL 35203

Phone: (205) 202-4146

Fax: (205) 202-4146

Website: <http://bjhm.org>

Contact persons:

Jerry Desmond, Executive Director: jdesmond@bham.rr.com

Marvin Whiting, Curator: myw@bjhm.org

General Mailbox: info@bjhm.org

Noteworthy collections:

- 4,000 negatives of commercial photographer Bill Wilson, 1950s and 1960s, showing buildings, products, and businesses of the era
- Mining company scrip and “clacker” tokens from various companies
- Irondale Furnaces and Oxmoor Furnace artifacts
- Woco Pep gas pump face plate
- More than fifty vintage menus of Birmingham restaurants
- *Birmingham Post* canvas carrier’s bag
- 1940s–1950s photos of Loveman’s Department Store display windows

Montgomery, AL

2. Alabama Department of Archives and History

P.O. Box 300100
624 Washington Ave
Montgomery, AL 36130

Phone: (334) 242-4435
Fax: (334) 240-3433
E-mail: reference@archives.alabama.gov
Website: <http://www.archives.state.al.us>
Hours: M-F 8:30 am-4:30 pm

Contact person:

Director's Office: (334) 242-4441
General Mailbox: mark.palmer@archives.alabama.gov

Research center: Alabama Department of Archives and History Research Room

Overview:

Contains a variety of material relating to businesses in Alabama. Of particular significance are records relating to the lumber industry, railroads, and general merchandise stores of the 1800s and early 1900s. The collections also include materials relating to the early mining and steel industries, lawyers, bankers, and agricultural enterprises such as plantations.

Noteworthy collections:

- W. T. Smith Lumber Company (Chapman, AL). 119 cu. ft.
- Pomeroy and McGowin Forest Managers Records (1890-1961). 31 cu. ft.
- Montevallo Coal Mining Company Minutes (1856-1873). 1 vol.
- Montgomery Abstract Company. 17 cu. ft.
- Montgomery Hotel Company Records (1893-1962). 2 cu. ft.
- J. S. Winter and Company (Montgomery, AL) (1851-1859). 3.3 cu. ft.
Jackson Company (founded the city of Jackson, Clarke County, AL) (1814-1817). 1 vol.
- Louisville and Nashville Railroad Company Records (1827-1966). 28 cu. ft.
- Memphis, Holly Springs, Okaloona, and Selma Railroad Company Records (1868-1871). 1 vol.
- Mobile & Girard Railroad Company Annual Reports (1873-1874). 1 folder.
- Montgomery Terminal and Street Railway Letterpress Copybook (1891-1903).
- Montgomery Retail Store Photographs (1881-1916). 1 folder.

- Moses Brothers Savings Bank (Montgomery, AL) (1881-1892). 2 folders.
- Alabama Cattlemen's Association (1947-1954). 3 cu ft.
- A. S. Knoles Dry Goods Company Minutes (1902-1916). 1 item.
- John H. Minge General Store (1892-1907).
- Polar Ice and Coal Company Minute Book (1917-1927).
- Reuben Bennett (1789-1868), Business Records (1816-1863).
- Frederick Wolffe Business Records (Cotton Brokerage Firm) (1878-1883).
- Sloan and Freeman General Merchandise Store Records (1898-1910). 10 cu. ft.

Other useful resources

- ADAH Public Information Subject Files (Vertical Files) - by county. Among these files is a small amount of information on individual businesses, including newspaper clippings, programs, correspondence, and histories. Arranged alphabetically by county. A container listing is available in the repository.
- Alabama City Directories contain information on various businesses in Alabama.
- Alabama Secretary of State. Corporations' records.

Tuscaloosa, AL

3. University of Alabama

W.S. Hoole Special Collections Library
Attn: Reference, Box 870266
The University of Alabama
Tuscaloosa, AL 35487-0266

Phone: (205) 348-0500

Fax: (205) 348-1699

E-mail: archives@bama.ua.edu

Website: <http://www.lib.ua.edu/libraries/hoole>

Hours: M-F 8 am-5 pm; Th 8 am-9 pm while the university is in session. Appts. encouraged.

Overview:

The historical manuscripts collection consists of over 1800 collections - over 11,000 lin. Ft. of historical and literary manuscripts,

reflecting the history and culture of Alabama and the Southeast from the colonial period to the present. Collections include papers of a number of former Alabama congressmen and senators, records of businesses ranging from general stores to iron and coal companies, records of churches and social and professional organizations, and personal papers of individuals and families. The collections document the lives of people of diverse backgrounds, from farmers and plantation owners to soldiers, politicians, educators, and others.

ALASKA

Anchorage, AK

4. University of Alaska, Anchorage

Consortium Library
3211 Providence Drive
Anchorage, Alaska 99508

Phone: (907) 786-1871 for hours and menu; (907) 786-1848 for reference service

Website: <http://consortiumlibrary.org/>

Contact person:

Arlene Schmuland, Head, Archives & Special Collections: (907) 786-6046;
afabs@uaa.alaska.edu

Noteworthy collections:

Business history collections include strength in mining in Alaska; more than a dozen collections fit this category; three principle examples include:

- Alaska Pacific Consolidated Mining Co. Independence Mine Records (1930-1987). 63 cu. ft.
This was the largest hard rock gold mine in south central Alaska. The state acquired the mine buildings and 271 acres in 1980 and established a historic park (opened in 1982). The collection includes administrative records, operations records, historic files, and photos (mining activities, personnel, and other mines in the district).
- Lawrence and Olga Doheny Family Papers (1917-1980). 21.85 cu. ft.
Papers and photographs of an Alaskan mining family from Anchorage. Olga Doheny was the eldest daughter of David and Jenny Strandberg.
- Russell W. Dow (1915-1992). Papers (1917-1992). 18.5 cu. ft.
Russ Dow settled in Alaska in 1936 and worked in mining and construction. He was an avid photographer. Among his papers are photos and materials relating to the Ruff & Tuff Mine, Independence Mine, and the Cripple Creek Gold Mine near Aniak.

Juneau, AK

5. Alaska State Library

P.O. Box 110571
Juneau, AK 99811-0571
333 Willoughby Avenue
8th floor in State Office Building
Juneau, AK

Phone: Historical Collections: (907) 465-2925

Fax: Historical Collections: (907) 465-2990

E-mail: Historical Collections: asl.historical@alaska.gov

Website: <http://library.state.ak.us>

Hours: M-F 10 am-4:30 pm

Contact person:

Anastasia Tarmann Lynch, Librarian, Curator of Collections: (907) 465-2924

Finding aids: http://www.eed.state.ak.us/temp_lam_pages/library/historical/collectionso2.cfm

Overview:

Manuscripts are comprised of personal papers such as private diaries and correspondence of teachers, missionaries, gold seekers, pioneers, Alaska Natives, politicians, military personnel, and others. Business records of mining companies, store keepers, and canneries, such as the Alaska Packers Association, hold a wealth of information on Alaskan development. Although a few collections are restricted and may be viewed or photocopied only with the permission of the donor, most are readily available to researchers.

ARIZONA

Tempe, AZ

6. Arizona Historical Foundation

Hayden Library, Rm. 412
Arizona State University
Box 871006
Tempe, AZ 85287-1006

Phone: (480) 965-3283

Fax: (480) 965-5744

E-mail: contact@ahfweb.org

Website: <http://www.ahfweb.org/>

Hours: M-F 8 am-5 pm

Contact person:

Linda A. Whitaker, C.A., MA, Chief Archivist: linda.whitaker@ahfweb.org

Finding aids: various; check website

Overview:

Over 135 manuscript collections, 50,000 photographs and ephemera, books, artifacts, film, videos, maps, oral histories, political cartoons, microfilm and several distinctive card catalogs.

Noteworthy collections:

- Ruth Reinhold Aviation Collection. 24 lin.ft.
- H. Mason Coggin Mining Collection. 40.5 lin. ft.
- Arizona Cattle Growers' Association. 23.5 lin. ft.
- Arizona Cotton Growers' Association. 425 lin. ft.
- Arizona Society of Certified Public Accountants. 185 lin. ft.
- Greene Cattle Company Records. 56 lin. ft.
- Personal and Political Papers of Senator Barry M. Goldwater. 1180 lin. ft.
- Newcomen Society of the United States.

Tucson, AZ

7. Arizona Historical Society

Library and Archives
Arizona Historical Society/Southern Arizona Division
949 E. 2nd Street
Tucson, AZ 85719

Phone: (520) (617) 1157

Fax: (520) 629-8966

E-mail: ahsref@azhs.gov

Website: http://www.arizonahistoricalsociety.org/library_and_archives/

Hours: Tu-F 10 am-2 pm; 1st & 3rd Sat 10 am-1 pm

Finding aids: <http://lista.azhist.arizona.edu>

Noteworthy collections:

- Benjamin McKinney Papers (1812-1967; bulk 1908-1967). 15.5 lin. ft. (25 boxes).
Correspondence, circulars, manuscripts, reminiscences, speeches, reports, legal and financial documents, diaries, printed material and scrapbooks relating to his work as U.S. Marshal, national and state Democratic politics, and the cattle business. Correspondence concerns cattle sales, appraisal of ranches in Northern Arizona, political patronage, assessments of Arizona's political situation, and issues affecting the U.S. Marshal's office.
- Wil C. Barnes Papers (1878-1945). 13 lin. ft.
Correspondence, manuscripts, diaries, and research materials concerning Arizona pioneers, military history, territorial politics, scientific and artistic fields, livestock and cattle grazing, range management and land conservation, Arizona flora and fauna, origins of geographic names, and Native American groups and cultures. Diaries cover a range of topics, 1878 to 1936, including notes on land erosion, overgrazing of lands, livestock, and forestry.

8. University of Arizona Libraries

Special Collections
510 E. University Blvd.
Tucson, AZ 85721-0055

Phone: (520) 621-6423

Fax: (520) 621-2709

Website: <http://www.library.arizona.edu/speccoll/>

Hours: M-F 9 am-6 pm during fall and spring semesters; shortened at other times

Contact person:

Chrystal Carpenter, Assistant Librarian and Archivist

Finding aids: Available on the website

Overview:

Maintains collections of rare books and unique archival materials that make possible in-depth research on selected topics. Established in 1958 to house materials on Arizona, the Southwest, and the U.S./ Mexico Borderlands, Special Collections now includes rare books, manuscript collections, photographs, and other materials in a wide variety of subject areas. The records of territorial and modern Arizona businesses provide insights into the growth and development of the Southwest. Surveying, ranching, banking, mining, and tourism are represented in the records of Frederick S. Dellenbaugh, the Empire Ranch, the Jacobs Family, the Arizona Copper Company, and the Fred Harvey Company.

ARKANSAS

Fayetteville, AR

9. Arkansas Historical Association

416 Old Main, University of Arkansas
Fayetteville, AR 72701

Phone: (479) 575-5884

Fax: (479) 575-2775

Website: <http://www.uark.edu/depts/arkhist/home/>

E-mail: dludlow@uark.edu

Overview:

Promotes the preservation, writing, publishing, teaching, and understanding of Arkansas history through the publication of the *Arkansas Historical Quarterly* as well as other activities.

10. University of Arkansas

Special Collections
University of Arkansas Libraries
365 N. McIlroy Avenue
Fayetteville, AR 72701-4002

Phone: (479) 575-5577

Fax: (479) 575-3472

E-mail: specoll@uark.edu

Website: <http://libinfo.uark.edu/specialcollections/default.asp>

Hours: M-F 8 am-5 pm; Sat 9 am-1 pm

Finding aids: For business related collections see
<http://libinfo.uark.edu/specialcollections/findingaids/indexnew.html#business>

Overview:

Manuscripts and archives comprise the unique assets of the division. Special Collections holds more than 1,400 processed manuscript collections, amounting to more than 10,000 lin. ft. of materials. They represent many areas of human endeavor, including government and politics, business, family and community life, education, conservation, the arts, and religion. The important episodes of Arkansas and United States history are well documented.

CALIFORNIA

On California in general and for a finding aid for over 20,000 collections, including many of those listed below, see the Online Archive of California: <http://www.oac.cdlib.org/>.

Berkeley, CA

11. Institute of Industrial Relations Library

Institute for Research on Labor and Employment Library
University of California, Berkeley
2521 Channing Way, #5555
Berkeley, CA 94720-5555

Phone: (510) 642-1705

Fax: (510) 642-6432

E-mail: iirl@library.berkeley.edu

Website: <http://iir.berkeley.edu/library>

Hours: M-F 9 am-12 pm, 1 pm-5 pm

Contact person:

Terence K. Huwe, Director of Library and Information Resources: (510) 643-7061; thuwe@library.berkeley.edu

Publications: *IRLE Report*

Overview:

The Institute for Research on Labor and Employment Library (IRLEL) is an affiliated library of the UC Berkeley campus. The library conducts training sessions and offers research support for its key on-campus constituencies and also for the Labor Movement. It maintains strong links with community groups, and staff consult widely with academics and citizen-researchers interested in labor issues, labor economics, and organization studies. The print collections housed at the IRLE, UC Berkeley, number in excess of 45,000 volumes. Sections are stored at the Northern Regional Library Facility. Collections are catalogued in UC Berkeley's Library Pathfinder and in the California Digital Library. The library also manages the web publishing efforts of the IRLE units, including preparing digital versions of working papers, digital labor art, and other web-based resources.

Noteworthy collections:

- California Labor Federation, AFL-CIO: Proceedings and Publications
- Institute for Research on Labor and Employment: Publications and Papers
- CA and West Coast Labor and Industrial Relations: Selected Publications
- Collective Bargaining Agreements
- Living New Deal Project
- IRLE eScholarship Repository Home

Beverly Hills, CA

12. Academy of Motion Picture Arts and Sciences

Margaret Herrick Library
333 S. La Cienega Blvd.
Beverly Hills, CA 90211

Phone: Reference (310) 247-3020

Fax: Reference (310) 657-5597

E-mail: ref@oscars.org

Website: <http://www.oscars.org>

Hours: M, Th & F 10 am–6 pm; Tu 10 am–8 pm

Contact person:

Barbara Hall, Research Archivist: (310) 247-3000 x218; Fax: (310) 657-5193;
bhall@oscars.org

Research center: Fairbanks Center

Overview:

With over 10 million photographs, 300,000 clipping files, 80,000 screenplays 35,000 movie posters and 35,000 books, the Academy's Margaret Herrick Library maintains one of the most extensive collections of movie-related materials ever assembled. The Core Collection files contain articles clipped from a wide range of newspapers and magazines, studio press releases, publicity and advertising material, and photographs. Categories include Production Files, Biography Files, Subject Files, Awards and Festivals Files, and Academy Files. The files document more than a hundred years of films and filmmaking. New material is continually added to the files, making them an

invaluable resource not only on the history of cinema but also on the contemporary motion picture industry. Subject files include articles, reports, press releases, photographs, and other materials on motion picture-related companies, studios, and organizations, with 10,791 corporate entry file headings.

Noteworthy collections:

- American Society of Cinematographers Records (1917-1996; bulk 1921-1986). 17 lin. ft.
Primarily membership files of hundreds of past and present ASC members.
- Association of Motion Picture and Television Producers (AMPTP) Records (1940s-1970s). 22 lin. ft.
Contains subject files maintained by the organization on advertising, censorship, labor relations and strikes, and the influence of American films.
- Color Processes, Inc. Records (1932-1940). 0.2 lin. ft.
Includes correspondence, financial records (with cost and profit estimates), reports describing the process with arguments for its commercial applicability, and samples of half-tone and full-color examples of the process in print media.
- Encounter Cinema Records (1970-1985; bulk 1979-1985). 2.75 lin. ft.
Contains correspondence, programs, press releases, clippings and reviews, grant applications, and information on film series.
- H.N. Swanson Agency Records
- Hollywood Coordinating Committee Records
- Hollywood Women's Press Club (1936-1991). 13 lin. ft.
Consists of correspondence, minutes, clippings, photographs, oral history tapes, and other miscellaneous material regarding the club and its activities.
- Howard Hughes Productions Records (1942-1957). 2 lin. ft.
Primarily contains publicity materials such as press releases, advertising and publicity clippings, and pressbooks. The bulk of the material is related to *The Outlaw* (1943), *Mad Wednesday* (1950), and *Vendetta* (1950).
- King Bros. Productions Records
- Paul Kohner Agency Records (1930s-1970s). 70 lin. ft.
Consists of scripts, agency agreements and contracts, correspondence, and clippings.
- Turner/MGM Scripts (1918-1986). 1,500 lin. ft.

Provides comprehensive coverage of MGM's feature film output from the company's earliest days through the acquisitions of its film library by Turner in 1986. A total of 1,839 feature films is represented.

- MGM Art Department Records (1923-1961; bulk 1937-1957). 3.5 lin. ft.

Appears to consist of the files maintained by either Cedric Gibbons or William Horning. Apart from providing an invaluable resource for the study of the workings and history of the MGM Art Department, the collection provides valuable insight into the workings of a major studio.

- MGM Legal Department Records (1917-1982; bulk 1930s-1940s; 1980s). 14 lin. ft.

Contains scripts, story material, production files, contracts, subject files, and final cast credit sheets.

- MGM Wardrobe Dept Records (1940-1984; bulk 1950s & 1960s). 20 lin. ft.

Consists primarily of papers and photographs in the form of wardrobe plot books.

- MPAA. Production Code Administration Records (1927-1967). 240 lin. ft.

Contains approximately 19,500 titles and chronicles the activities of the Production Code Administration (PCA) in relation to specific films and properties submitted to the MPAA for approval.

- MPAA General Correspondence Files
- Motion Picture Industry Council Records (1943-1958). 0.7 lin. ft. Contains clippings, correspondence, press reports, in-house reports, speeches, and essays.
- Motion Picture Patents Company/General Film Company Collection (1908-1918). 1.75 lin. ft.

This collection was created by gathering material on both companies from the William Selig Papers (with donations from William N. Selig and Charles G. Clarke), together with additional material, also from Clarke, that may have belonged to Selig. The collection generally reflects the work of the two organizations as applicable to the Selig Polyscope Company.

- Motion Picture Society for the Americas Records
- National Legion of Decency Collection (1941-1951). 0.4 lin. ft. Contains National Legion of Decency rating lists from December 1941 through July 1947, nine annual rating booklets from 1937 to 1946, and classification lists from September 1948 to July 1951.

- Paramount Pictures Contract Summaries (1932-1961). 7 lin. ft.
Contains contract summaries in the form of brief sheets for individuals ranging from actress Dorothy Abbott to composer Victor Young.
- Paramount Pictures Press Sheets (1920-1965). 5.5 lin. ft.
Contains 42 bound volumes of printed press sheets prepared and issued by the Publicity Department of the studio for use by exhibitors in advertising Paramount's films in their theaters.
- Paramount Pictures Scripts (1912-1980). 337 lin. ft.
Covers a wide range of Story Department documents such as original source material, treatments, script drafts, continuities, synopses, tinting and toning sheets, release dialogue scripts, and main billing sheets.
- Paramount Pictures Production Records
- Pathé Exchange Records (1925-1931). 2 lin. ft.
Consists chiefly of business and financial records, including audits, balance sheets, budgets, payroll records (1927-1928), reports, and weekly cost statements (1927-1930) for the Pathé Exchange and the Pathé Studios in Culver City for the years 1929-1930.
- Screen Composers Association Records (1942-1974; bulk 1940s-1950s). 3 lin. ft.
Contains bulletins, minutes of meetings, membership records, financial reports and records, press releases, publicity, and correspondence.
- Society of Independent Motion Picture Producers v. United Detroit Theatres Corp. Case Proceedings (1930-1952; bulk 1947-1952). 1 lin. ft.
Consists primarily of case proceedings, including the plaintiff's complaint and hearing transcript, court documents from similar past cases, and depositions of Hunt Stromberg, David O. Selznick, and others.
- Tallmantz Aviation Records (1949-1986; bulk 1960s-1970s). 15 lin. ft.
Contains business records that document the services of Tallmantz Aviation and Paul Mantz Air Services for more than 100 motion pictures including aircraft employed, financial and billing information, correspondence, consultation, and location reports.
- Technicolor Collection (1921-1962). 21.5 lin. ft.
Contains 49 film continuity volumes, a stock shot card index, and miscellaneous files containing script material, correspondence,

and clippings. The continuities span the years 1936–1962 and offer detailed scene continuity and film footage counts (feet and frames) on approximately 3,750 features and short subjects.

- Theatre Vanguard Records (1971–1979). 4.5 lin. ft.
Contains correspondence, programs, press releases, clippings and reviews, grant applications, and information on film series.
- Toddy Pictures Company Collection (1930–1949; bulk 1937–1947). 0.6 lin. ft.
Universal Pictures Trailer Scripts (1939–1980). 3 lin. ft.
Contains trailer scripts, often in many versions, for 980 motion pictures.

Burbank, CA

13. Walt Disney Archives

500 S. Buena Vista St.
Burbank, CA 91505-3040

Phone: (818) 560-5424

E-mail: disney.archives@disney.com

Website: http://disney.go.com/vault/read/dave_smith.html

Hours: M-F 8 am–5:30 pm, but not open to the public; Disney employees only; we do answer historical inquiries received by mail or e-mail.

Contact person:

Dave Smith, Chief Archivist: (818) 560-5424; dave.smith@disney.com

Publications:

Smith, Dave. *Disney A to Z*.

Smith, Dave, and Steven Clark. *Disney: The First 100 Years*.

The Quotable Walt Disney, compiled by Dave Smith.

Overview:

The comprehensive collection covers the history of the Walt Disney Company and its founder, Walt Disney. There are business records of the company, and materials on motion pictures, television shows, theme parks, cruise lines, consumer products, and other businesses in which Disney has been involved, dating primarily from 1923.

Carson, CA

14. California State University, Dominguez Hills

Department of Archives and Special Collections
University Library (LIB-G141)
1000 East Victoria Street
Carson, California 90747

Phone: (310) 243-3895

Website: <http://archives.csudh.edu/speccoll/>

Hours: appointment only

Contact persons:

Greg Williams, Director: gwilliams@csudh.edu

Thomas Philo, Archivist/Cataloger: tphilo@csudh.edu

Sandra M. Parham, Dean, University Library: sparham@csudh.edu

Finding aids: Online California Archives and Special Collections website:
<http://archives.csudh.edu/speccoll/collections/rsp.html>

Overview:

The holdings of Special Collections consist of primary historical material documenting the past of South Bay Los Angeles and many other diverse subject areas.

Noteworthy collections:

- Rancho San Pedro Collection (bulk 1900-1960). 155 lin. ft.
Contains photographs, personal and business correspondence, legal papers, corporate records, and graphic materials related to the Rancho San Pedro, one of the original Spanish California land grants, and its owners, the Dominguez family. Some materials concern the Rancho San Pedro itself, including partitions of land among family members, farming, oil and water development, and legal issues with neighboring cities, including Los Angeles and Long Beach. Much of the collection comprises records of the business, water, and real estate companies established by Dominguez heirs in and around the Los Angeles area.
- Del Amo Estate Company Collection (1869-1998). 51 lin. ft.
Includes ledgers, business and financial papers, correspondence, photographs, maps, prints, newspaper clippings, and other materials related to the incorporation, operations, and liquidation

of the Del Amo Estate Company. There are also some personal papers of the company's founder, Gregorio del Amo.

- Del Amo Nurseries Collection (1922-1976). 32 lin. ft.
Materials are from the San Pedro Ranch Nursery and Del Amo Nursery. They include ledgers, tax documents, correspondence, contract information, catalogs, and artifacts on the subjects of growing and providing landscaping materials, daily business practices, contracts with cities and theme parks, and other topics.
- Dominguez Water Corporation Collection (1910-1986). 4.5 lin. ft.
Includes legal documents, correspondence, monthly and yearly financial reports, receipts, photographs, and an artifact. Subjects include payroll, budgets, construction, and residential and industrial water supply.

Davis, CA

15. University of California, Davis

Department of Special Collections
1st Floor, Shields Library, University of California
100 N.W. Quad
Davis, CA 95616-5292

Phone: (530) 752-1621

Fax: (530) 754-5758

E-mail: speccoll@ucdavis.edu

Website: <http://www.lib.ucdavis.edu/dept/specol/>

Hours: M-F 10 am-5 pm

Contact persons:

Ms. Daryl Morrison, Department Head: (530) 752-2112; dmorrison@ucdavis.edu
Liz Phillips, Manuscript and Photograph Archivist: (530) 752-9869; ecphillips@ucdavis.edu

Overview:

Collections related to business history comprise over 100 lin. feet and date from 1850 to the present. Most of the materials are in English. For related materials, see collections under the heading of Agriculture and Animal Science.

Noteworthy collections:

- **Wolfskill Papers**
In 1841, John Wolfskill arrived in the Davis area on horseback, laden with fruit seeds and driving 96 head of cattle – the first American to settle in Solano County. Years later, his daughter willed over 100 acres of land to the University of California for research purposes. The Wolfskill Papers and, indeed, most collections in this subject category, chronicle the details of rural family, community, and business life in early California, and the growth and development of the University Farm.
- **Pierce Family Papers**
Contains letters and documents relating to the efforts of George W. Pierce to locate the University Farm in the Davis area from over 70 other sites being considered. Nearly 100 diaries owned by George Pierce, his wife, Eunice, and his son, George, were left to the Department.
- **Lindley Family Papers**
Contain correspondence and a variety of memorabilia relating to social life of early Californians.
- **Hackett Papers**
Record the perspectives of a descendent of an early pioneer Woodland area farm family who eventually donated ranch lands to the University of California.
- **Eastman's Originals Collection**
Contains over 12,000 images of historical scenes, including logging, agricultural, and mining activities, as well as local social events and street scenes.
- **Westgate Collection**
Contains photographs of Yolo County and early Davisville life, including prominent individuals, early business establishments, and local architecture.
- **Davis Land Records Collection**
Contains deeds of trust and property titles relating to land ownership
- **Plant Papers**
Contains court records and legal activities in Yolo County.
- **Turrentine Jackson Papers**
Offers a broader view of the development of the West, with an emphasis on California. Diaries, journals, maps, photographs, and other records forming the basis for Jackson's extensive research are contained in this collection, along with notes, typescripts, and

manuscript drafts for his many books and articles. Early foreign investments in the Western territories and the development of the wagon and railroads facilitating the western movement are of particular interest in this collection.

- California Promotional Collection
Materials relating to the real estate development and land speculation accompanying the opening of the West. Extensive collection of colorful brochures and pamphlets extolling the virtues of individual counties.

Fresno, CA

16. California State University, Fresno

Henry Madden Library
5200 N. Barton Avenue
Fresno, CA 93740-8014

Phone: (559) 278-2595

Fax: (559) 278-8093

E-mail: specialc@listserv.csufresno.edu

Website: <http://labs.lib.csufresno.edu/SpecialCollections/>

Hours: Special Collections Research Center by appt. only, M-F 8 am–5 pm,

Contact persons:

Tammy Lau, Head, Special Collections Research Center and University Archivist:
tammyl@csufresno.edu

Glenn Gray, Assistant Special Collections Librarian & Archivist for the Central Valley Political Archive: (559) 278-8573; ggray@csufresno.edu

Noteworthy collections:

- Central Lumber Company Records (1896–1971). 20 lin. ft.
Business records of an early lumber company in the formative years of Hanford, California
- Fresno County Farm Bureau Annual Reports (1918–1954). 2.25 lin. ft.
Reports documenting the various activities of the Farm Bureau throughout the county over thirty-six years. Includes annual reports by the Home Department, addressing women’s domestic issues and activities.
- Hanford Hardware Company Records (1912–1960). 15 lin. ft.
Business files of a family-owned company.

- San Joaquin Valley Farm Labor Collection (1947-1974). 2 lin. ft.
A comprehensive subject collection on César Chávez, the farm labor movement, and the 1966 Delano grape strike.
- San Joaquin Valley Farm Lands Company Records (1915-1928). 2.25 lin. ft. in 10 bound vols.
Assessment records and financial accounts.
- Harols G. Schutt Collection, 1846-1994 (ca. 1870-1975). 25 lin. ft.
Letters, newspaper clippings, pamphlets and ca. 2,500 photographs relating to the history of Tulare County with emphasis on the town of Lindsay, the Lindsay Ripe Olive Company, and the olive industry, as well as lumbering in the Sequoia National Forest.
- Table Grape Growers Negotiating Committee (1965-1987). 3 lin. ft.
Scrapbooks with newspaper clippings, pamphlets, and correspondence dealing with the Table Grape Growers opposition to labor unions in the San Joaquin and Coachella Valleys.
- The Donald G. Larson Collection on International Expositions and Fairs
Total volume: Approximately 1,600 books and more than 6,500 pamphlets, postcards, photographs, sheet music, and other materials. At present, the collection is not catalogued, although the plan is to have the books catalogued in the Library's online system as soon as time and staffing allow. There are also lists of all the photographs and postcards. See http://labs.lib.csufresno.edu/SpecialCollections/?page_id=18

Mountain View, CA

17. Computer History Museum

1401 N Shoreline Blvd.
Mountain View, CA 94043

Phone: (650) 810-1010

Fax: (650) 810-1055

Website: www.computerhistory.org

Hours: W-F & Sun 12-4 pm; Sat 11 am-5 pm

Contact person:

Paula Jabloner, Director of Collections: (650) 810-1016

Overview:

Home to one of the largest international collections of computing artifacts in the world, encompassing computer hardware, ephemera, photographs, moving images, documents and software.

Noteworthy collections:

- The Computer Chess archive (1945-1997) contains documents, photos, movies, and oral histories relating to the history of computer chess.
- The PDP-1 archive contains documents, photos, movies and music relating to Digital Equipment Corporation's groundbreaking PDP-1 computer.
- The Fortran archive (1954-1964) is a collection of materials, primarily documents, relating to the early years of the development of the programming language Fortran, 1954 to 1964.
- The IBM Stretch archive (1955-1961) is a collection of items, primarily documents, relating to the development of the IBM 7030 ("Stretch") computer project.
- A selection of marketing brochures from the museum's collection, dating from 1948 to 1988.

Stanford, CA

18. Stanford University

Department of Special Collections
557 Escondido Mall
Stanford, CA 94305-6004

Phone: (650) 723-2300

Website: <http://www-sul.stanford.edu/depts/spc/index.html>

Hours: M-F 10 am-5 pm

Contact person:

Mattie Taormina, Head of Public Services & Manuscripts Processing Librarian:
(650) 724-4613; taormina@stanford.edu

Finding aids: Online Archives of California and Stanford website:
http://library.stanford.edu/depts/spc/findaids_sub.html

Noteworthy collections:

- Alaska Commercial Company Records (1868–1940) (JL006). 18 lin. ft.
- Bank of Willows Records (1880–1905) (JL013). 6 lin. ft.
- California Bean Growers' Warehouse Corporation Records (1918–1947). 6 lin. ft.
- Donohoe Kelly & Co. Records (1863–1917) (JL002). 84 lin. ft.
The Donohoe, Kelly Banking Company was a large private banking company formed in the second half of the nineteenth century, which flourished until 1929 when it transferred its business to the Bank of America of California, later the Bank of America, National Trust and Savings Association. The company was established in 1861 by Joseph A. Donohoe, Eugene Kelly and W. C. Ralston as Donohoe, Ralston and Company, and Eugene Kelly and Company was later organized to represent the company in the East.
- Foreign Bondholders Protective Council (1930–1988) (M1287). 99 lin. ft.
- Hathaway (H.K.) Papers (1907–1929) (JL011). 12 lin. ft.
Consists of reports and correspondence concerning the reorganization of various companies that consulted Hathaway, a prominent management consultant, mainly in the East and New England, but in several cases in San Francisco.
- Pacific Improvement Company Records (1869–1931) (JL001). 180 lin. ft.
The Pacific Improvement Company was a large holding company in California formed during the days of C.P. Huntington, Leland Stanford, Mark Hopkins, and Charles Crocker.
- Pacific Improvement Company Records (1901–1966) (JL017). 78 lin. ft.
- Schwabacher Company Records (1894–1944) (JL009). 3 lin. ft.
Records of several of the enterprises in Seattle, the Stockton Milling Company in Stockton, California, and of Schwabacher Bros. of San Francisco.
- Sutter Creek Store Records (1866–1893) (J1008). 63 lin. ft.
Includes daybooks, cash books, a purchase book, and customers' account books ledgers.
- Taylor (W.H.) Collection (J1007). 96 lin. ft.
Records of a general merchandise store in North Bloomfield, Nevada County, California, and records of various other mercantile and mining establishments in California.

- Towne and Bacon Printers Records (1854-1875) (JL010). 43 vols.
Includes journals (1856-1870); daybooks (1854-1866); cash books (1855-1875); receipt books (1855-1865); petty accounts and ledgers (1855-1868); ledgers (1854-1868); and a payroll book (1865-1873).

COLORADO

Castle Rock, CO

19. Douglas County Libraries

Douglas County History Research Center
100 S. Wilcox
Castle Rock, CO 80104-1911

Phone: (303) 688-7730

Fax: (303) 688-7715

E-mail: sboyd@dclibraries.org

Website: <http://douglascountyhistory.org/>

Hours: M 9 am-9 pm; Tu-F 9 am-5 pm

Overview:

Collects and preserves original and secondary materials about the pre-recorded history, and social and natural history of Douglas County, the High Plains, the Divide area of the Front Range, and the State of Colorado. Collects books, newspapers, manuscripts, business records, maps, minutes, photographs, and personal papers. We are building our oral history collection through interviews conducted via the Veteran's History Project and other local community groups.

Colorado Springs, CO

20. Old Colorado City Historical Society

1 South 24th Street
Colorado Springs, CO 80904

Phone: (719) 636-1225

E-mail: history@oldcolo.com

Website: <http://history.oldcolo.com/>

Hours: Tu-Sat 11 am-4 pm

Contact persons:

Greg Williams, Director: gwilliams@csudh.edu

Thomas Philo, Archivist/Cataloger: tphilo@csudh.edu

Sandra M. Parham, Dean, University Library: sparham@csudh.edu

Overview:

The society contains and owns a full archive of maps, books, photographs, art work, papers, and artifacts stored in its secure Archive Rooms at the lower level, a publically accessible research library and display room with rotating displays at ground level with about 10,000 items. A number of special collections come from members and descendants of Pioneers, including the McKnight, Ellis, Hughes, and Raymer Collections.

Denver, CO

21. Colorado Historical Society

Stephen H. Hart Library
1300 Broadway
Denver, CO 80203

Phone: (303) 866-2305

Fax: (303) 866-4204

E-mail: research@chs.state.co.us or photos@chs.state.co.us

Website: www.coloradohistory.org

Hours: Tu-Sat 10 am-4:30 pm

Contact person:

Rebecca Lintz, Director: (303) 866-2305

Publications: *Colorado Heritage* and *Colorado History*

Overview:

Founded in 1879, the Colorado Historical Society brings the unique character of Colorado's past to more than a million people each year through historical museums and highway markers, exhibitions, manuscript and photograph collections, popular and scholarly publications, historical and archaeological preservation services, and educational programs for children and adults. In short, the society collects, preserves, and interprets the history of Colorado for present and future generations. We have over 25,000 books, 11 million items, 1,700 newspaper titles, 800,000 photographs, 200,000 negatives, over 3,000 manuscripts collections dating from 1858 to the present.

CONNECTICUT

For general Connecticut history information and a collaborative catalog of the holdings of several historical organizations, including some of those listed below, see the website Connecticut History Online: <http://www.cthistoryonline.org/cdm-cho/index.html>.

Bloomfield, CT

22. CIGNA Corporation

Corporate Archives, L9
900 Cottage Grove Road
Bloomfield, CT 06002

Phone: (860) 226-3844

E-mail: archive99@cigna.com

Website: http://www.cigna.com/about_us/company_history.html (historical timeline)

Hours: M-F 9 am-4 pm; appt. and approved research application required. Records available at the discretion of the Corporate Archivist.

Contact person:

Sarah A. Polirer, Corporate Archivist: (860) 226-3844; sarah.polirer@cigna.com

Overview:

Business and related records of CIGNA Corporation, its subsidiaries, affiliated organizations, and predecessor companies. Included are records of one of CIGNA's oldest predecessor companies, Connecticut General Life Insurance Company, organized in Hartford, CT, in 1865. Inclusive dates: Late eighteenth century-present, primarily since 1865.

Hartford, CT

23. Connecticut Historical Society

1 Elizabeth Street
Hartford, CT 06105

Phone: (860) 236-5621 (see specific extensions below)

Fax: (860) 236-2664

Website: www.chs.org

Hours: Tu-F 12 pm-5 pm; Sat 9 am-5 pm

Contact persons:

Richard Malley, Director of Collections Access: x235; rich_malley@chs.org
Cyndi Harbeson, Ref. Librarian and Asst. Archivist: x212; cynthia_harbeson@chs.org
Judith Ellen Johnson, Genealogist: x228; judith_e_johnson@chs.org
Barbara Austen, Archivist: x251; barbara_austen@chs.org

Research Center: Connecticut Historical Society

Fellowships and grants: Member of the New England Research Fellowship Consortium

Publications: Membership newsletter

Finding aids: EAD finding aids on our website. Large collections have word-processed finding aids available only in the library.

Published information on archival holdings: NUCMC, OCLC

Overview:

Established in Hartford in 1825, the Connecticut Historical Society (CHS) is one of the oldest historical societies in the nation and houses one of the most distinguished collections in New England. The library portion of the Research Center contains over 100,000 printed volumes and 5,000 lin. ft. of manuscripts as well as microfilm, newspapers, broadsides, maps, and ephemera. Subject strengths include Connecticut and New England history, early 17th century to present; Americana; Connecticut and New England genealogy. Special collections comprise Connecticut imprints, local histories, city directories, trade catalogs, Connecticut almanacs, sermons, early American children's books, periodicals, extensive holdings of Connecticut newspapers, broadsides, maps and atlases; historical manuscripts including personal and business papers, town records, tax records, account books, and diaries; genealogical reference books, published genealogies, genealogical periodicals and indexes; microform collections including Connecticut census records, Barbour Index of Connecticut vital records, Hale Headstone Inscriptions Index, Massachusetts vital records; manuscript abstracts of church, town and public records grouped by town and manuscript genealogical data grouped by surname.

Noteworthy collections:

- Broad Brook Company Records (1848–1960). 7 lin. ft.
Tax records, correspondence, minutes of meetings, financial Brook Co. in the manufacture of textiles, especially for car upholstery.
- Merrow Machine Company Records (1841–1972). 9 lin. ft.
Consists primarily of financial and labor records from 1910–1972. It includes minutes of Board of Directors and Stockholders meetings, patents filed by Joseph M. Merrow, financial journals, 1942–1954, inventories and insurance appraisals listing equipment and supplies, catalogs of products sold, samples of stitches, information about the forced relocation of the plant from Hartford to Newington in the 1970s, and records of union negotiations and employee complaints from 1953–1955 and 1968–1971. An earlier form of the company is represented by an account book and inventories of the “factory business” of J. B. Merrow & Son, 1841–1847. Papers of a more personal nature include Mansfield town records maintained by Joseph M. Merrow, who served as town selectman, records of the settlement of Nathan Merrow’s estate, 1845–1865, and correspondence of Harriet Millard Merrow, Joseph B. Merrow, Joseph M. Merrow and Salmon Millard. Joseph M. Merrow evidently had an interest in Connecticut industry, and his research notebooks also form part of the collection.
- N. N. Hill Company Records (1893–1917). 4 lin. ft. (4 boxes, 15 vols.)
Cash books, sales records, labor accounts, ledgers, invoice books, factory order slips, factory inventories, credit reports on other companies, and correspondence of an East Hampton, Connecticut, bell manufacturer. Sales included gongs, rattles, scales, chimes, and tea, call, and door bells, among other products. Their customers were located throughout the east. Correspondence with A. Mugford, a Hartford engraver, concerned the printing of a catalog for N. N. Hill, 1902–1906. In 1906, Muller, Maclean & Co., New York City merchants, were trying to make a contact to sell bells overseas. A long correspondence, 1902–1912, with the Wm. L. Gilbert Clock Co. of Winsted, Connecticut, included orders, requests for delivery, and complaints about the quality of products. The letterhead for Gilbert Clock illustrates the factory building. Found with these materials are two ledgers, numbered 7 and 8, with entries for customers, most from East Hampton, Connecticut, for such items as cheese, overalls, bacon, oil, beef,

oats, and “merchandise,” 1896–1908. These may be the records of the company store, or of an independent merchant in town. There is no identification.

- Clark Bros. Bolt Company Records (1847–1954). 30 lin. ft.
Correspondence, contracts, credit reports on other companies, sales records, order books, ledgers, cash books, iron and other invoices, cost estimates, workmen’s and production accounts, claims, stock inventories, and quotation books of a manufacturer of carriage, tire, machine and plow bolts, coach screws, nuts, washers and rivets, located in the Milldale section of Southington, Connecticut. Also includes a record of weekly Liberty Bond collections and deposits, 1917, printed standards for screws and bolts, a scrapbook of advertisements, and O.G. Knapp’s notebook of screw and other hardware tolerances, correspondence and reports with the American Institute of Bolt, Nut and Rivet Manufacturers, the Supplementary Code Authority for the Cap Screw Manufacturing Industry (part of the National Recovery Act), the Bolt, Nut and Rivet Manufacturers Association, and his records as Secretary of the Southington Community Chest, 1922–1939.
- Peck, Stowe & Wilcox Company Financial Records (1869–1918). 88 lin. ft. (148 vols.)
Order books, financial journals, bank books, credit and debit journals, payroll accounts, petty cash books, stock journals, records of merchandise made and sold, inventories, trial balances, ledgers, day books and other financial records of a Southington, Connecticut, manufacturer of tinsmith and sheet metal workers’ tools and machines, braces, wrenches, and general hardware. Also includes three volumes from the Hart, Bliven & Mead Manufacturing Company, and one ledger and an invoice book that belonged to Roys & Wilcox Company.
- G. & C. Merriam Company Records and Correspondence (1833–1871). 2.75 lin. ft. (5 ½ boxes).
Primarily correspondence between a Springfield, Massachusetts, publishing company and the individuals who helped revise and update Noah Webster’s *An American Dictionary of the English Language*. The firm was founded by George and Charles Merriam. Significant participants in the revisions of the dictionary included Chauncey Allen Goodrich, husband of Frances Juliana Webster, Chauncey Goodrich, William Webster, William Wolcott Ellsworth, Noah Porter, Chester Smith Lyman, and William A. Wheeler. The collection also includes a few family letters, memo books, financial records, legal

documents, including those related to several publishing disputes, proof sheets and documents relating specifically to revisions of the dictionaries.

- Neptune Twine and Cord Mills Records (1814-1964). 19 boxes and 155 vols.

Records of the Moodus, Connecticut, manufacturing company Neptune Twine and Cord Mills. One of several cotton and twine mills in the area, Neptune was originally known as Higgins and Card. It later became Card and Company, and finally Neptune Twine and Cord Mills. The business was handed down from Stanton Card to his son-in-law, Emory Johnson, and then to his grandson, E. Emory Johnson. The company consisted of two mills, the upper and lower. The lower was built by Card and later renamed the Neptune. Johnson built the upper in 1862. Following E. Emory Johnson's death in 1905, the company was sold out of the family. Most recently the land on which the mills operated has become a Connecticut State Park (Machimoodus State Park). Business records, primarily from the 1960s when the firm was owned by Raymond Schmitt, can be found in the boxes. The 155 volumes consist of Account Books, Blotters, Daybooks, Journals, Ledgers, Production Records, and Time Books. The volumes date from 1814 to 1956. The collection also includes some miscellaneous items, including the shipping account book of James Cone, likely a neighbor of the Card-Johnson family.

- Samuel Colt Collection (1808-1904). 5.5 lin. ft. (11 boxes).
A collection of letters, patents, drawings, maps, and other items relating to Colonel Samuel Colt. Colt is well known for his invention of a repeating firearm, but also experimented with tin foil cartridges, submarine batteries, and the magnetic telegram. Samples of tin foil were included with some of the letters. Colt died in Hartford, Connecticut in 1862. Papers relating to his estate can also be found within the collection. Additionally, the collection houses the papers of Colt's wife, Elizabeth. There are also two photographs, possibly of Elizabeth Colt. Colt's correspondence was, among others, with family, friends, and members of the government. Colt's repeating firearm earned him a contract with the United States government during the Mexican American War. He was also issued patents for his inventions. The library has an index of Colt's correspondence, sorted by writer, recipient, and date.
- Dr. William Adam Account Book Collection (1748-1875). 12 lin. ft. (48 vols., ½ box).

Primarily accounts kept by the iron manufacturing firm Forbes & Adam of East Canaan, Connecticut, along with accounts kept by the principals, Samuel Forbes and John Adam, before the partnership. The firm made nails and anchors among other items. Of particular note is a real estate volume that records land purchases for the iron manufactory and iron mines. Collection includes John Adam Sr. accounts from Taunton, Massachusetts, an account book kept by Ratcliffe Hellon, shipbuilder of Taunton, and the accounts of Samuel F. Adam. Businesses represented include the Kent Ore Hill mine, Washington Slitting Mill, and Forbes & Adam's general store, paper mill, and saw mill. Many volumes contain diary-type and financial entries made by Charles S. Adam from 1854-1875. He notes not only local births and deaths but also comments on national events such as the assassination of Abraham Lincoln.

- Adam Nickel Plating & Manufacturing Company Records (1872-1888). 19 vols., 6 boxes.
Articles of association, minutes of meetings, correspondence, journals and accounts of nickel plating and manufacturing company in South Windham, CT.
- J. & E. Stevens Company Patent Collection (1865-1913). 2.5 lin. ft. (4.5 boxes).
Collection of patents issued by the United States Patent Office between the years 1865 and 1913 for toy savings banks.
- Hartford Woolen Manufactory Records (1788-1796). 2.5 lin. ft. (4 boxes, 4 vols.).
Organizational documents, inventories, sales records, and bills of the Hartford Woolen Manufactory. Includes accounts of Daniel Hinsdale and Peter Colt. Papers regarding the Hartford Woolen Manufactory Lottery were originally part of the Andrew Kingsbury Papers. Company is best known for having produced the suit worn by President George Washington at his first inauguration. Bound volumes are a ledger and a daybook kept by Peter Cook, an invoice book of goods made by the company, and a book of sales made by Daniel Hinsdale.
- Merriam Family Papers (1831-1945). 4.5 lin. ft. (9 boxes).
Papers relating to the Merriam family of Rocky Hill, Connecticut. The bulk of the material concerns the carriage making business of Neff and Merriam, including bills, correspondence and accounts. Other material includes many business cards from New York merchants, wedding invitations, diaries, and personal correspondence. Among the correspondents are Edmund and

Caroline (Robbins) Merriam, Horace and Jennie (Arnold) Merriam, and Peter Griswold. Peter Griswold's correspondence is to his aunts while he was serving in the military during World War II. The collection also contains printed material by several Hartford publishers. Some material related to the Justus Candee family, including an estate inventory, is also among the papers.

- Upholstery Company Records (1860-1889). 1.5 lin. ft. (3 boxes, 1 envelope).

Herman Maercklein operated an upholstery and cabinet work business in Hartford, Connecticut. The collection contains several account books, daybooks, inventory listings, sketches of furniture, sample books, and business correspondence. Some of the correspondence is in German. In the 1860s, he partnered with Ulrich Mole. A later business card lists Rudolph Mueller. A book used by agents of the Germania Life Insurance Company, including William Erdtman and L. Weitzel is also included.

- Charles A. Blake & Company Business Records (1890-1897). 11 lin. ft. (10 boxes, 24 vols.).

Incoming and outgoing correspondence, bills, invoices, receipts, daybooks, ledgers, cash accounts, order books and ledgers of a Hartford, CT, dealer in flour, hay, straw, grain, mill feed, meal salt and fertilizer. The company conducted business with firms in Boston, MA, New York State, Connecticut, Rhode Island, Illinois, and Minnesota. Correspondence primarily discussed the availability of products, the cost, information on shipping, and requests for payment. The companies included the American Cereal Company, the Minneapolis Flour Manufacturing Company, New York State-based Hay Trade Journal and Directory, George C. Cain (straw and hay dealers), Metropolitan Bag Co., Pacific Guano Company, Oscar Smith & Son, the Central Kansas Mill Co. (with an office in Boston), and Meech & Stoddard of Middletown, CT.

- Capewell Manufacturing Company Records (1852-1981). 105 boxes, 54 vols.

Articles of incorporation, bylaws, minutes of meetings, correspondence, advertising, financial records, patents and trademarks of manufacturer of horse nails, saws, hammers and parachute hardware in Hartford, CT; records include those of the American Car Company, manufacturers of railroad cars in Seymour, CT, in 1852 and the Fowler & Union Horse Nail Company in New Haven and Hartford, CT, between 1920 and 1946.

- Cheney Family Papers and Business Records (1797-1956). 18 lin. ft. (35 ½ boxes, 7 vols.).

Correspondence between immediate and extended family members of the Cheney family from Manchester, CT, namely Frank W. Cheney, Mary Bushnell Cheney, Emily Cheney Learned and her husband Barrett Learned, Howell Cheney, Ward Cheney, Knight Dexter Cheney, Charles Cheney, Mary Apthorp Bushnell, Horace Bushnell, Horace B. Cheney, Mary B. Howell Saw, and Ednah Dow Littlehale Cheney, among others. A commonplace book kept by Mary Howell (Shaw), her diaries, and a transcript of those diaries are also part of the collection. Also business correspondence of Frank W. and Knight D. Cheney regarding their silk mill in Manchester. Frank's correspondence includes letters about the 16th Connecticut Volunteers reunions, erecting a statue at the site of Andersonville Prison, erecting a memorial to Joseph R. Hawley, his interests in railroads and insurance companies, his opposition to the Eight Hour movement, and his support of Civil Service Reform and a protective tariff. In planning for the two memorials, Frank corresponded with artists Bela Platt, Augustus Saint-Gaudens, Daniel Chester French, and Charles N. Flagg, and with Connecticut Senator Orville H. Platt. The collection also includes several essays Frank wrote to present to the Monday Evening Club. Records of Cheney Brothers Silk Manufacturing Company include trial balances, accounts, publications of the Silk Association of America, drawings of machinery, cargo insurance policies (many for trips from Japan), product information for the Pioneer Parachute Company, reports to the State Library about the company's war efforts, information on the Mulberry Grove Silk Growing & Manufacturing Company of Ohio, the purchase of Cheney Brothers by J. E. Stevens & Co., and circular letters and advertising material. Letter books include three with copies of Frank W. Cheney's outgoing correspondence and one with copies of Knight D. Cheney's letters, plus two volumes with original letters, some written by Ward Cheney while traveling in Europe, and one containing a commonplace book.

- Columbia Granite Company Records (1892-1894). 1.5 lin. ft. (3 boxes).
Accounts and inventories of quarry in the Benvenue community of Middletown, CT, owned by William Engeman.
- Kellogg & Bulkeley Visual Indexes of Engravings (ca. 1880-ca. 1930). 6 vols.
Examples of letterheads, clock faces, billheads, bonds, checks, product labels, and other items produced for customers primarily

in New York and Connecticut by a Hartford, CT, lithography firm. The samples are arranged in groups with each item in the group bearing the same number. These numbers may refer to the printing stone on which the image and text were inscribed.

- Austin Organ Company Records (1901-1937). : 6 boxes, 6 vols. Financial records of manufacturer of organs in Hartford, CT; includes patents held by John Austin, specifications for building the factory by Edward Stone, architect, and tape on the history of the company by Percival Stark.
- Wapping Creamery Financial Records (1900-1921). 43 vols. Daybooks, sales records, cream books, and cash and account books kept by J. M. Williams, Treasurer of the Wapping Creamery. The company was started in the summer of 1883 and prided itself as the only creamery east of the Connecticut River. It closed in the spring of 1930.
- Susquehannah Company Records (1753-1802). 15 vols. Articles of agreement and minutes, 1753-1774, 1782-1802, of a land investment and settlement company founded in Windham, CT; conveyance records, 1754-1798, with an index; and records of deeds and conveyances recorded in Libers A-I, 1753-1802, with indexes for A, B, C, E, and H. Conveyance records contain a summary of land ownership, with the name of the original proprietor, to whom the land was conveyed, when it was conveyed, when the transfer was recorded, the amount of taxes paid, and the township in which the land was located. Liber B includes a copy of the original deed of sale for the land from the Indians. Liber I appears to be the record kept by brothers John and Billa Franklin, clerk and assistant clerk, respectively, for the company. Most of the volumes containing copies of deeds also contain other agreements, receipts, statements of certification, and lists of shareholders.
- Sharp's Rifle Manufacturing Company Records (1852-1898). 8 vols., 4 boxes. Correspondence, letter books for offices in South Windham, CT (1885-1892), and London (1888-1892), check stubs for office in Bridgeport, CT, 1884-1889, and notes and bills payable/receivable, 1878-1882, of firearms manufacturer. Correspondents include the Hopkins & Allen Manufacturing Company of Norwich, and Adams Nickel Plating and Manufacturing Company of South Windham, both in Connecticut, Hazeltine, Lake & Company of London, England, E. C. Winchester, A. S. Winchester, Edward G. Westcott, Nelson King, Hugo Borchardt, Charles H. Pond, F.

C. Glaser, J. B. Russell, and Charles E. Dwight, manufacturer of Kreassoter, the great corpse preserver.

- Collins Company Business Correspondence (1890-1913). 16 boxes. Circular letters and advertising fliers sent to axe and edge tool manufacturers in Collinsville, CT; includes illustrations of duplicating devices and fire fighting equipment.

- Connecticut Railroad Collection (1839-1902). 2.25 lin. ft. (5 ½ boxes).

Primarily financial records, including bills, receipts, correspondence, and payrolls, produced by 27 railroad companies in Connecticut, New York, Rhode Island, and Massachusetts. These records document the railroad companies' relationships with foundries, utilities, steamboat companies, other railroads, and businesses that shipped goods by rail and also document the services they purchased, such as construction of rail lines and depots, repair of rail lines, cars and engines, and equipment needed to keep the railroads running. Also included is business correspondence, legal agreements, deeds, inventories, and profit and loss statements. The bulk of the records represent the Hartford & New Haven Railroad, the Housatonic Railroad, the Naugatuck Railroad, and the Norfolk County Railroad. Other companies represented are the Boston, Hartford & Erie; the Boston & New York; the Boston & New York Air Line; the Canal Railroad; the Charles River Railroad; the Hampden Railroad; the Hampshire & Hampden Line; Hartford & Providence; Hartford, Providence & Fishkill Railroad; New York & New Haven; New York & New England; New Haven, Hartford & Springfield; Newburgh, Dutchess & Connecticut; Philadelphia, Reading & New England; and several smaller lines that were predecessors of the New York, New Haven & Hartford Railroad.

- Hartford Courant Company. Secretary Records (1892-1979). 4 lin. ft. (8 boxes).

Minutes of selected directors' and stockholders' meetings, appraisals of stocks represented by voting trust certificates owned exclusively by employees, and correspondence relating to the unsolicited purchase offer by Capital Cities Communications, Inc., in 1978; includes references to the Thomas Green Club of employees who worked for the Courant for a quarter of a century.

24. Connecticut State Library

State Archives
231 Capitol Ave.
Hartford, CT 06106

Phone: (860) 757-6500

Website: <http://www.cslib.org/>

Hours: Tu-F 9 am-5 pm; Sat 9 am-2:00 pm

Contact person:

Mark Jones: (860) 757-6511; mjones@cslib.org

Finding aids: Research Guide to Materials Relating to the History of Industry and Commerce at the Connecticut State Library:

http://www.cslib.org/industry.htm#P58_9169

Overview:

An Executive Branch agency of the State of Connecticut, the State Library provides a variety of library, information, archival, public records, museum, and administrative services for citizens of Connecticut, as well as for the employees and officials of all three branches of State government. In conjunction with the Department of Higher Education, it administers iCONN.org - Connecticut's research engine. The State Archives holds numerous records of state agencies, as well as a wide variety of manuscripts and related materials pertaining to specific Connecticut industries.

Mystic, CT

25. Mystic Seaport - The Museum of America and the Sea

75 Greenmanville Avenue
PO Box 6000
Mystic, CT 06355-0990

Phone: (860) 572.5315; 888-973-2767

Website: <http://www.mysticseaport.org>, <http://library.mysticseaport.org/home.cfm>

Hours: Th-F 10 am-5 pm

Finding aid: <http://library.mysticseaport.org/manuscripts/registers2.cfm>

Overview:

Collections include over 1,300 logbooks, 390 collections, more than 800 related volumes, 1720-present. Ships' logs and journals, ledgers, diaries, and documents from the whaling, fishing, and shipping industries. Business and personal papers of prominent yacht clubs and naval architects, including correspondence, design data, construction information, notes, and photographs. This entire collection is a multiple-perspective, firsthand account of trade patterns, travel routes, shipboard working and living conditions, race relations, politics, and American encounters with other Americans as well as with European and non-Western cultures, given by the people who actually experienced them.

Storrs, CT**26. University of Connecticut Libraries**

Archives and Special Collections at the Thomas J. Dodd Research Center
405 Babbidge Road, Unit 1205
University of Connecticut
Storrs, CT 06269-1205

Phone: (860) 486-2524 (reference desk)

Fax: (860) 486-4521

E-mail: laura.katz.smith@uconn.edu (Business History Collections curator)

Website: <http://doddcenter.uconn.edu/> (Dodd Research Center general site) and <http://doddcenter.uconn.edu/doddaazz/subjectarea.cfm?Area=2> (listing of business history collections)

Hours: M 10 am–7 pm; Tu–F 10 am–4 pm; Sat 12–4 pm during semester; otherwise M–F 10 am–4 pm

Research center: Thomas J. Dodd Research Center

Fellowships and grants: All grants listed here: <http://doddcenter.uconn.edu/research/travelgrants/index.htm> with details and application forms.

Conferences and other programs: Lecture series and awards listed here: <http://doddcenter.uconn.edu/events/index.htm>

Publications: <http://doddcenter.uconn.edu/about/publications/index.htm>

Finding aids: <http://doddcenter.uconn.edu/doddaazz/subjectarea.cfm?Area=2>

Overview:

Collections of original source materials for research, primarily the humanities and social sciences, comprise the foundation upon which the Thomas J. Dodd Research Center is built. Strongest collections include University Archives, specialized collections of Children's Literature and Illustration, Connecticut History, particularly political; Literary (particularly the poet Charles Olson), Natural History, Human Rights, Alternative Press, Railroad History (particularly of southern New England). Total volume: over 250,000 books; 38,000 lin. ft. archives; over 100,000 photographic images, dating from 1500 to the present, primarily from the mid-nineteenth to late twentieth centuries.

Noteworthy collections:

- New York, New Haven & Hartford Railroad Co. Records (1832-1980; bulk, 1930-1968). 2000 lin. ft.
Administrative, legal, financial, and real estate files of this railroad that dominated rail traffic in southern New England from 1872 to 1968.
- Southern New England Telephone Company Records (1877-1998). 671 lin. ft.
Historical photographs of buildings, employees, and equipment; town "telephone" histories; public relations and promotional materials; minutes of board of directors and stockholders' meetings, including the first meeting of the National Telephone Exchange Association Convention in Niagara Falls in 1880; financial records, including early cash books beginning in 1880; annual reports; audio visual materials; artifacts; and correspondence.
- Cheney Brothers Silk Manufacturing Company Records (1734-1989). 137 lin. ft.
Administrative, personnel (in particular, material documenting the relationship of Cheney Brothers with its union, Local 63 of the Textile Workers Union of America), arbitration, and production records, as well as general accounts and blueprints.
- C. H. Dexter Company Records (1829-1999). 113 lin. ft.
Materials relevant to the production and sale of paper products, including administrative, property, financial, and legal records, in addition to product samples, advertising, publications, reports and photographs. This collection also includes a small number of administrative and financial documents from water and electric companies in the Windsor Locks, Connecticut, area in which Dexter had interests.

DELAWARE

Wilmington, DE

27. Delaware Historical Society

505 Market St.
Wilmington, DE 19801

Phone: (302) 655-6171

Fax: (302) 655-7844

E-mail: deinfo@dehistory.org

Website: www.dehistory.org

Hours: M 1-9 pm; Tu-F 9 am-5 pm; third Sat 10 am-4 pm

Contact persons:

Constance Cooper, Director of Library: (302) 295-2385; ccooper@dehistory.org
Ellen Rendle, Curator of Maps and Photographs and State Coordinator for National History Day in Delaware: (302) 295-2386; erendle@dehistory.org
Ed Richi, Reference Librarian: (302) 295-2387; research@dehistory.org

Publications: *Delaware History*, semiannual scholarly journal

Finding aids: available in library

Overview:

Houses materials on all aspect of Delaware history and genealogy. Business-related collections span several centuries, ranging from small businesses to large enterprises. Published materials include 72,000 volumes; 500,000 photographs; newspapers, 900 bound volumes, 2,000 issues; 450 maps; and over 5000 lin. ft. of manuscripts. Inclusive dates: 1530s-2008; predominant dates: 1680s-1940s. General description:

Noteworthy collections:

- Bank of Delaware (1795-1930, bulk 1795-1866). 32 vols. Records of first bank in Delaware, located in Wilmington. Includes charter, constitution, minutes of board of directors, 1795-1866; register of notes, 1795-1805; records of daily operations, 1796-1815; other records
- Bird-Bancroft Collection (1811-1950). 78 boxes.

Personal papers of several generations of Bancroft family, who emigrated from England in the early 1800s and had extensive textile mills in Wilmington, Delaware (Joseph Bancroft and Sons, Inc.). Many individuals represented by small amounts of material. Bulk of collection is papers of Samuel Bancroft, Jr. (1840-1915), industrialist, collector of Pre-Raphaelite art, civic leader, including correspondence, artistic and cultural interests, finances, and real estate, Mather Bleaching System & Kier Process Company.

- Chesapeake and Delaware Canal Company (1792-1819). 32 vols., 0.5 lin. ft.
Records of company founded 1802. Unsuccessful attempt to build canal abandoned 1805. Company revived 1822, canal completed 1829. Purchased by federal government in 1919, which still operates the canal. Canal runs from Delaware Bay to Chesapeake Bay on Delmarva Peninsula. Includes board of directors minutes, 1828-1919; stock information; letterbooks, 1816-1841; records from construction of the canal; other records. Does not include information on daily operation or employees of canal.
- The Congressional Papers of William V. Roth, Jr. (1967-2000, bulk). 500 ft.
Congressional papers of William V. Roth, who served in the U.S. House of Representatives, 1967-1971, and the U.S. Senate 1971-2001. Includes campaigns, legislative files, speeches, photographs, clipping files. Appointment required to use this collection.
- Lea Mills (1773-1879). 11 vols.
Records of flour mills on Brandywine River in Wilmington, DE, run by Quaker families. Account books, letter book, memorandum book.
- Richardson and Robbins Company (1873-1959). 119 vols.
Financial records of cannery in Dover, DE, founded 1856, producing canned fruits, vegetables, meats, and plum pudding. Purchased by Underwood in 1959 and continued operating until 1975. Includes daybooks, 1873-1959; ledgers, 1873-1925; cash-books, 1874-1959; shipping books, 1913-1937.

28. Hagley Museum and Library

P. O. Box 3630
298 Buck Rd.
Wilmington, DE 19807-0630

Phone: (302) 658-2400

Fax: (302) 658-0568

E-mail: <http://www.hagley.org/library/askhagley.html>

Website: <http://www.hagley.org/library/>

Hours: M-F 8:30 am-4:30 pm; second Sat 9 am-4:30 pm

Contact persons:

Marge McNinch, Manuscripts and Archives: Ext. 330; mmcninch@hagley.org

Judy Stevenson, Pictorial Collections: Ext. 277; jstvenson@hagley.org

Linda Gross, Imprints: Ext. 227; lgross@hagley.org

Research center: Center for the Study of the History of Business, Technology, and Society

Fellowships and grants: The center administers grants that cover costs associated with traveling to use Hagley's research collection. Application deadlines are March 31, June 30, and October 31; 25-30 grants are awarded each year. The center also awards one-semester dissertation fellowships with a November 15 application deadline for graduate students whose research includes Hagley's collections. Grants are as follows: Grants-in-aid support visits to Hagley for scholarly research in the imprint, manuscript, pictorial, and artifact collections; the Henry Belin du Pont Memorial Fund supports access to, and use of, Hagley's research collections; and the Henry Belin du Pont Dissertation Fellowship designed for graduate students who have completed all course work for the doctoral degree and are conducting research on their dissertation. See website for application information: <http://www.hagley.org/library/center/grants.html>

Conferences and other programs: The center organizes conferences, seminars, and other programs on issues of recent scholarship. Thematic spring and fall conferences with as many as sixteen presentations are interspersed with four or five evening seminars organized around pre-circulated papers. While the content of these events is highly selective, they are intended to create substantive discussions of original research and are open to the general public. Many conferences form the basis for edited volumes published in the University of Pennsylvania Press series, *Hagley Perspectives on Business and Culture*.

Overview:

American enterprise. Hagley's collections document the interaction between business and the cultural, social, and political dimensions of our society from the late eighteenth century to the present. The library is organized into six departments: Manuscripts and Archives; Pictorial Collections; Imprints; Digital Collections; Conservation; and the Center for the History of Business, Technology, and Society.

Current holdings comprise 36,000 lin. feet in the Manuscripts and Archives Department, 2 million visual items in the Pictorial Collections Department, 280,000 printed volumes in the Imprints Department, and 40,000 digital images.

Hagley's manuscript and archival collections contain the records of more than 1,000 firms, as well as the personal papers of the entrepreneurs, inventors, designers, and managers who helped build these businesses. The companies represented range from the mercantile houses of the late eighteenth century to the multinational corporations of the twenty-first.

The holdings of the Pictorial Collections Department range widely, from heavy industry to neighborhood corner stores and from nineteenth-century trade cards to television advertisements. Iron and steel manufacturing is well represented in large collections from Lukens Steel, Bethlehem Steel, and the American Iron and Steel Institute, along with the metals-based manufacturing of steam turbines (Westinghouse Electric), locomotives (Vulcan Iron Works), ships (Sun Ship), and steel bridges (Phoenix Bridge Company). Visual documentation of other core industries includes chemicals and synthetic fibers (DuPont), electrical goods (RCA), oil (Sun Company), coal (Westmoreland Coal), and nuclear power (DuPont). The large Pennsylvania Railroad collection documents the firm's stations, locomotives, and activities and complements the Reading Railroad archives and other transportation collections that contain images of aircraft, shipping, and urban rail transit. The Sperry-UNIVAC pictures document the original UNIVAC computer and its later versions through the 1970s and 1980s. Smaller collections illustrate other American industries.

The Imprints Department holds Hagley's printed and published materials, with particular emphasis on publications not typically found in general or college and university libraries. It began with books and periodicals collected by Pierre S. du Pont on the development of business and industry in America, a practice that successive librarians have continued. Hagley has substantial holdings of printed material on national and international business history with particular strength in business activities in the region between the Hudson and the Potomac and west to the Allegheny Mountains. The Imprints Department also holds the library of French Physiocrat Pierre Samuel du Pont de Nemours, the finest collection on late-eighteenth-century French society and politics on this side of

the Atlantic. The imprints collection has expanded by obtaining tens of thousands of publications from firms, trade associations, and individuals associated with American business, as well as printed materials from government entities that pertain to business practices. Business publications form the largest component of the imprints collection. Company magazines, such as *Better Living* from DuPont and *Store Chat* by Strawbridge & Clothier, typically contain articles prepared by the company's advertising or public relations department.

Noteworthy collections:

- John McShain (1898-1989) Papers (1925-1989). 266 lin. ft.
McShain was a Philadelphia and Washington, DC-based building contractor. His major projects included the White House renovation (1950-1951), the Pentagon, the Franklin D. Roosevelt Presidential Library at Hyde Park, NY, Washington's National Airport, and the Kennedy Center for the Performing Arts. McShain's personal and business papers document his business career, the construction industry, and his investments in hotels, car dealerships, parking garages, transit lines, and racehorses.
- Pew Family Papers (1872-1972). 56 lin. ft.
The Pew family's origins in America can be traced to John Pew, who immigrated to the United States from Scotland in 1795. His son Joseph Newton Pew founded the Sun Oil Company (now Sunoco) in 1886. This collection consists of family, genealogical, and personal papers.
- John J. Raskob Papers (1900-1956). 330 lin. ft.
Documents the life and accomplishments of one of the most prominent figures in pre-New Deal business and politics. Raskob had a lifelong business and personal association with Pierre S. du Pont, and contributed both to the reorganization of the DuPont Company as a modern corporation and to the remarkable success of General Motors. Raskob became involved in national politics through the struggle against Prohibition, and later became the chairman of the Democratic National Committee after heading Alfred Smith's unsuccessful presidential campaign. The papers also extensively document Raskob's domestic life in Wilmington, Maryland, and New York City, his finances and investments, and his varied business endeavors outside of DuPont and GM.
- Philip D. Reed (1899-1989) Papers (1927-1989). 46 lin. ft.

Reed was president and chief executive officer of General Electric Company from 1940-1942 and 1945-1959. During World War II, Reed was a “dollar-a-year” man serving in the Office of Production Management and later with the U.S. Mission for Economic Affairs. His papers document his government work during the war and his service on public policy organizations including the Business Advisory Council of the Department of Commerce, the Committee on Economic Development, and the International Chamber of Commerce. There is also some personal correspondence.

- Sperry Corporation, UNIVAC Division, Records (1935-1985). 616 lin. ft.

Sperry-Univac was the information technology division of the Sperry Corporation. It was formed after Sperry absorbed the Eckert-Mauchly Computer Corporation and Engineering Research Associates, two of the post-World War II pioneering computer companies. The records include a large body of materials generated by the Sperry-Honeywell lawsuit that revolved around the question of who invented the first electronic-digital computer. There is also a large body of corporate records documenting most major company functions.

- Sperry Gyroscope Company Records (1910-1970). 76 lin. ft.
Company formed in 1910 by Elmer Sperry to develop and manufacture his marine gyrostabilizer, gyrocompass, and high-intensity search light. During the two World Wars, Sperry was one of the nation’s most important defense contractors. The records include materials from the advertising, public affairs, and engineering departments.

- Elmer Ambrose Sperry (1860-1930) Papers (1889-1930). 15 lin. ft.

Sperry who invented the ship gyrostabilizer, gyrocompass, marine gyropilot, high-intensity search light, and aerial torpedo, was the founder of the Sperry Gyroscope Company. This collection consists of both personal and business papers.

- Technitrol Engineering Company Records (1945-1976). 23 lin. ft.

The Technitrol lawsuit, 1967-1968, revolved around the question of who developed the magnetic storage drum. These records, which were acquired from Seymour Yutter, the lawyer for Technitrol, include trial transcripts, briefs, depositions, and discovery documents that describe the development of magnetic storage technology in the late 1940s and early 1950s.

- Brown Instrument Company Records (1928-1960). 44 lin. ft.

One of the nation's largest producers of industrial thermometers and thermostats. After its 1934 merger with Minneapolis-Honeywell Regulator Company, the company began to develop industrial control systems designed to measure and adjust temperature, pressure, and the flow rates of liquids and gases. The records consist of research files documenting the development of measuring instruments and industrial control systems used in continuous process manufacturing.

- Lanman & Kemp Records (1840-1925, bulk 1852-1879). 40 lin. ft. Lanman & Kemp engaged in the wholesale drug trade, buying and selling *materia medica* throughout the United States and worldwide. They sold their own patent medicines as well as those of other producers. Lanman & Kemp enjoyed a very large export and re-export business, particularly with Latin America. The firm was also a large importer of raw materials from Southeast Asia and the Mediterranean, especially opium bought through Turkish merchants. The records document the operations of the wholesale drug business in the years before the development of modern pharmaceuticals.
- Litchfield Collection on the History of Fatty Materials (1569-2007). 350 lin. ft.
As a scientist, Carter Litchfield (1932-2007) studied and specialized in edible fats. During the mid- to late 1950s, Litchfield worked in the Edible Research Section of the Chemical Division of Procter & Gamble. His work there centered on shortening products like Crisco and margarine oils. Litchfield left Procter & Gamble to work at Texas A&M where he earned his Ph.D. He then became a professor of biochemistry at Rutgers University. Litchfield's research there centered on an interest in fatty materials that he acquired while working for Procter & Gamble; he focused on oils in marine mammals and aquatic sponges. Litchfield retired from Rutgers in 1979, pursuing a career as a historian of edible oils, their production and use. This new career led him to write and publish a number of books about oil mills in the United States and abroad. In the process, Litchfield built an interesting and significant collection of books, manuscripts, and ephemera relating to the history of fatty materials.
- Remington Rand Corporation, Sales Division Records (1876-1956). 25 lin. ft.
Remington Rand was formed as a result of the 1927 merger of the Remington Typewriter Company and the Rand Kardex Company. Its products included typewriters, adding machines, and other

office equipment and office filing systems. The records primarily consist of advertising and sales promotional materials.

- Strawbridge & Clothier Records (1893-1970). 47 lin. ft.
A major department store chain in the Greater Philadelphia area founded in 1868; focused on a middle-class clientele. The collection is not a complete archive but rather a mix of corporate and legal documents that give a good overall picture of the evolution of retailing in the Philadelphia area, particularly in the twentieth century.
- DuPont Company Records (1782-present). Ca. 4,000 lin. ft.
The black powder manufacturing company of E. I. du Pont de Nemours & Co. was founded as a family partnership in 1802. This collection of early correspondence and financial records describes the first four decades of the company's history, including the building of the mills, recruitment of labor, and early sales strategies. In 1904, the company shifted to the larger concern of chemistry branching their product line in a wide array of consumable products.
- du Pont family Personal Papers.
Family members documented include Pamela C. and Lammot du Pont Copeland Family; Francis Boardman Crowninshield; Louise du Pont Crowninshield; Margaretta E. du Pont Coleman; Eleuthere Irene du Pont and Sophie Dalmas du Pont; Evelina du Pont; Henry du Pont; Henry Algernon du Pont; Louisa Gerhard; Samuel Francis du Pont; Victor du Pont; Pierre Samuel du Pont and Francoise (Robin) Poivre du Pont de Nemours; Victorine Elizabeth du Pont Foster; Alfred Craven Harrison; Frances Elizabeth Johnson; Sophie du Pont May; Archie McLean Hawks; Gertrude Holmes Hawks; Edward Howe Wales; Pierre du Pont de Nemours; Salem Howe Wales; and many others.
- Pennsylvania Power & Light Company Records (1853-1955). 459 lin. ft.
Records document the history of the gas and electric utility industry in eastern Pennsylvania. Contains both the administrative and operating records of more than 1,100 companies that merged to form the PP&L system, including electric companies, manufactured and natural gas companies, steam heating, water supply, street railway, bus, traction, coal mining and coal dredging, real estate and holding companies. These records document the economic and technical development of the utility industry against the background of the political and social environment of eastern Pennsylvania.

- Marc Harrison Collection (1928-1995). 23 lin. ft. and 3,625 drawings.
Documents the career of industrial designer Marc Harrison (1936-1998). Materials include correspondence, reports, promotional materials, product literature, publications, project files, drawings and sketches. These papers trace Harrison's work on what became known as Universal Design, the designing of products for users of all abilities. Also includes the papers of chemist Peter Schlumbohm (1896-1962), best known for his design of the Chemex coffee maker.
- Richard Hollerith Papers (1962-2004). 27 lin. ft.
Richard Hollerith (born 1926) designed and developed office products, computers, printers, office space, and household products. He served as president of the Industrial Designers Society of America from 1977-78. Hollerith's career was centered on the universal design philosophy; he created accessible designs and products for a wide range of users. Hollerith's papers (correspondence, meeting minutes, conference and working group reports, and blueprints) document his career as industrial designer.
- Irv Koons Papers (1946-1996). 68 lin. ft.
During a career that spanned nearly fifty years, Irv Koons (born 1922) earned a reputation as one of the most innovative and influential designers in the packaging industry. His clients have included Revlon, Joseph E. Seagram & Sons, Inc., Consolidated Cigar Corporation, Clairol/Bristol-Myers, C. F. Mueller Company, Johnson & Johnson, Proctor & Gamble, Scott Paper Company, and American Can Company, manufacturer of Dixie Cups. The Koons collection includes marketing research studies, business correspondence, public relations files, and material from the designer's packaging courses. In addition to this textual component, the collection contains original artwork, sketches, comprehensives, mock-ups, and final product packaging.
- Thomas Lamb Papers (1912-1996; BULK 1940-1960). 70 lin. ft.
Thomas Lamb (1896-1988) was an industrial designer, best known for his unique wedge-lock handle design. His career also encompassed the fields of textiles, cartoons, and writing, particularly for children. The collection describes the development of his career and includes correspondence, writings, and documents his designs in scrapbooks, paintings, and products.
- Raymond Loewy Collections. 43 lin. ft.
Archives include business and personal correspondence, financial records, scrapbooks, photographs, and client/project files that

document his life and work. Miscellany file includes advertisements, postcards, product brochures, and publications that were purchased for possible use in the exhibit “Raymond Loewy: Designs For A Consumer Culture,” but did not appear. Companies represented include Coca-Cola, Frigidaire, Greyhound, and Studebaker.

- Provident Mutual Life Insurance Company Records (1832-1982). 35 lin. ft.
Provident Mutual Life and Trust Company of Philadelphia was founded in 1865. The records include administrative correspondence, general agents’ files, personnel records, and advertising and sales materials.
- Joseph Bancroft & Sons Records (1867-1971). 87 lin. ft.
Prosperous cotton cloth manufacturing company in Wilmington, DE. The Bancroft Company merged with the Eddystone Manufacturing Company, and in the mid-1930s it began producing a line of rayon goods and a cotton finishing process that were marketed under the trade names of “Ban-Lon” and “Everglaze,” respectively. Much of the collection covers Ban-Lon and Everglaze, and many of the files are concerned with foreign activities or events.
- Tonopah Mining Company Records (1901-1956). 38 lin. ft.
The Tonopah Mining Company of Nevada was incorporated in 1901 for the purpose of developing gold and silver ore property in Tonopah, NV. Includes records of absorbed and subsidiary companies, financial records, legal documents, business correspondence, and annual reports.
- Inter-Society Color Council Records (1879-2000). 166.5 lin. ft.
Records arranged in ten series representing a wide array of individuals and organizations and their contributions to the development of standardized systems for identifying and evaluating color. This unique and multi-faceted collection documents the advancement of color technology in the twentieth century and its practical application to problems related to color in science, art, and industry.
- National Foreign Trade Council Records (1914-1985). 183 lin. ft.
Organized in 1914 to coordinate U.S. foreign trade activities; one of the most significant and influential trade associations dealing exclusively with international trade. The records chronicle U.S. corporate policy toward the most pressing issues of foreign trade in the twentieth century.

- National Industrial Conference Board Records (1916–1985). 135 lin. ft.
 The Conference Board was organized in 1916 by former leaders of the open-shop movement and sought an accommodation between business and the mainstream labor movement. Its records are an important source for understanding the business community’s response to most political and socioeconomic issues.
- U.S. Chamber of Commerce Records (1912–1980). 73 lin. ft.
 Organized in 1912 to represent the interests of the business community in Washington, DC. Within a decade, it had become the largest of the nation’s national trade associations. The records include proceedings of the annual membership meetings and national council meetings, board of directors’ minutes, and a comprehensive pamphlet file.
- National Association of Manufacturers (NAM), Records. (1895–2000). 1,150 lin. ft.
 Organized in 1895, NAM became one of the nation’s most influential business organizations. Expanding beyond its initial core membership in manufacturing to include firms in all sectors of the economy, NAM emerged as a powerful business lobby in Washington on virtually all areas of legislation in the twentieth century. It particularly monitored efforts to regulate business and actively engaged the legislative process to produce outcomes that, in its opinion, reflected the interests of NAM members. Records also trace the association’s interest in the relationship between organized labor, politics, and the economy.
- Christiana Machine Company Records (1877–1929; bulk 1877–1915). 40 lin. ft.
 A small general purpose machine shop and foundry located in Christiana, Lancaster County, Pennsylvania, established in 1834. Principally orders and customer correspondence.
- Westmoreland Coal Company
 Oldest independent bituminous coal company in the U.S. and usually ranks among the top twenty producers in both output and sales. Its records contain material relating to mine inspection, mine safety, and environmental regulation.
- MCI Communications Corporation Records (1849–1999; bulk, 1968–1995). 726 lin. ft.
 Through its administrative, legal, and regulatory files, the MCI collection reveals the dynamics of the telecommunication industry’s transformation in the second half of the twentieth century and MCI’s role therein. The records detail the company’s relations

with the Federal Communications Commission and state-level regulatory agencies. Legal records document MCI and U.S. anti-trust litigation versus AT&T.

- **IBM Records**
Hagley retains extensive materials relating to the U.S. Department of Justice investigation of possible antitrust violations on the part of IBM in the digital computer-systems market. Records include copies of trial transcripts, trial exhibits, depositions, legal memoranda, motions, subpoenas, and other documents.
- **Trade Catalogs.** 40,000 vols.
Trade catalogs are manufacturers' or wholesalers' publications aimed at the vendor of consumer goods rather than the individual consumer. They can range from describing tools and industrial machinery to items such as home and office furnishings, clothing, domestic appliances and housewares.
- **Penn Central Corporation Records (1796-1976).** 8,000 lin. ft.
Records of the Pennsylvania Railroad Company; records of the New York Central Railroad Company; records of the New York, New Haven and Hartford Railroad Company; and records of the Penn Central Transportation Company.
- **Avon Products Inc. Records (1880-1998).** 203 lin. ft.
One of the oldest direct-selling companies in America. It traces its origins to 1886, when David H. McConnell (1856-1937) bought the Union Publishing Company of New York City and started manufacturing perfumes to give away with his books. The success of the perfume company led to the renaming of the corporation to California Perfume Company (CPC) in an effort to associate its products with the perceived beauty and novelty of the Golden State. From the beginning, CPC sold directly to the consumer through a national network of sales representatives, primarily women, who were looking for economic opportunity and flexible part-time employment. The representatives were independent contractors and not company employees. They sold CPC products within their assigned territory and received a percentage of their sales. Records cover the following series: Administration; Financial; Personnel; Branches and laboratories; Public relations; Sales promotion; Advertising; Marketing; Package design and development; Avon Canada; Avon International; and Historical files.
- **Seagram Company Ltd. Records (1893-1990).** 827 lin. ft.
The records of Seagram and its subsidiaries trace the company's transformation from a small business run by Samuel Bronfman to a diversified multi-national corporation. Extensive internal

correspondence and memoranda document the evolving corporate structure and the relationship between organizational change and business strategy. Because Seagram always operated in a highly regulated environment, company records document relationships with federal, state, and provincial authorities in the U.S. and Canada. Credit Department records document Seagram's relationship with more than 1,000 distributors, providing an unusual perspective on small-town retailing in America from the early 1930s through the 1950s. Distilling methods also are documented. International sales outside North America were very important to Seagram. Records of the Seagram Overseas Sales Company document business strategies and contain advertising and market research material on the firm's activities in Europe, Asia, Latin America, and Africa. The international materials are strongest after 1960.

- The Dallin Aerial Survey Company Photographs. Ca. 13,000 glass plate negatives, 23,000 prints.

The company specialized in images of factories, private estates, schools, country clubs, towns, airports, rivers, and many other sites and some news events of the day. The location with the largest number of views in the Dallin collection is the city of Philadelphia. The majority of the photographs were taken in the Mid-Atlantic area. In addition to the aerials, there are a handful of street-level views of several Philadelphia-area estates and gardens. Also included in the collection is a small archive of company records with images of company equipment and staff.

- David Sarnoff Library Collection (1895-2006). 2,000 cu. ft. Papers, books, memorabilia, and other holdings deposited by David Sarnoff as well as files, photos, publications, and artifacts related to RCA and its employees, especially those of its laboratories. These include over 25,000 photographs and other files transferred from the RCA corporate and laboratories public affairs offices, as well as RCA publications and serials, advertising, pamphlets, equipment notes and bulletins, private papers, researchers' lab notebooks, RCA and RCA Labs annual reports, and Princeton technical reports and engineering memoranda. It also contains government contract reports, technical reports, and other corporate papers from other RCA divisions, notably the RCA/Thomson Picture Tube Division in Lancaster, PA, as well the Astro-Electronics Division in East Windsor, NJ. The bulk of material covers the period between the construction of the Princeton laboratories in 1941 and the purchase of RCA by GE in 1986. Noteworthy collections include: David Sarnoff Collection; Herbert

Belar/R. F. Lynn Collections; James Hillier Collection; Harry Olson Collection; Jan Rajchman Collection; Vladimir Zworykin Collection; Joseph Weisbecker Collection; David Sarnoff Research Center Public Affairs Collection; RCA Laboratories Notebooks; RCA Reports; RCA Laboratories photonegatives; and RCA/Thomson Picture Tube Division; RCA serial publications.

Winterthur, DE

29. Henry Francis du Pont Winterthur Museum

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Hours: M-F 8:30 am-4:30 pm

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Heather Clewell, Archivist and Records Manager: (302) 888-4634; hclewell@winterthur.org

Research center: Academic Programs Department

Fellowships and grants: NEH; Winterthur short-term fellowships. Conferences and other programs: Varied and throughout the year.

Publications: *The Winterthur Museum Libraries Collection of Printed Books and Periodicals*, 9 vols. Wilmington: Scholarly Resources, 1974.

E. Richard McKinstry. *Trade Catalogues at Winterthur: A Guide to the Literature of Merchandising, 1750 to 1980*. New York & London: Garland Publishing, 1984.

Eleanor McD. Thompson. *Trade Catalogues at the Winterthur Museum, Part II*. Bethesda: University Publications of America, 1991.

E. Richard McKinstry. *The Edward Deming Andrews Memorial Shaker Collection*. New York & London: Garland Publishing, 1987.

Katharine Martinez, et al. *An American Cornucopia: Highlights from the Winterthur Library*. Winterthur: Henry Francis du Pont Winterthur Museum, 1990.

E. Richard McKinstry. *Personal Accounts of Events, Travels, and Everyday Life in America: An Annotated Bibliography*. Winterthur: Henry Francis du Pont Winterthur Museum, 1997.

E. Richard McKinstry. *Guide to the Winterthur Library: The Joseph Downs Collection and the Winterthur Archives*. Winterthur: Henry Francis du Pont Winterthur Museum, 2002.

Eleanor S. Thompson, et al. *The Winterthur Library Revealed: Five Centuries of Design and Inspiration*. New Castle: Oak Knoll Press in association with Winterthur Museum, Garden, & Library, 2003.

Finding aids: Available online at: <http://library.winterthur.org:8000/cgi-bin/webgw>

Published information on archival holdings:

E. Richard McKinstry. *Guide to the Winterthur Library: The Joseph Downs Collection and the Winterthur Archives*. Winterthur: Henry Francis du Pont Winterthur Museum, 2002.

Overview:

Winterthur Library is composed of four different parts: the Collection of Printed Books and Periodicals, the Joseph Downs Collection of Manuscripts and Printed Ephemera, the Visual Resources Collection, and the Winterthur Archives. The collections chronicle America's craft tradition and the American lifestyle from the seventeenth to the twentieth centuries, concentrating on the domestic setting. Total volume: Approximately 100,000 vols.; 2,800 manuscript record groups; 170,000 photographs; 2,400 lin. ft. of Winterthur archives material from 1600–2009, and predominantly from 1750–1980.

Noteworthy collections:

- Edward Deming Andrews Memorial Shaker Collection (1780s–1965). Ca. 1,225 imprints and manuscripts; 1,200 photographs and other images; Andrews Archives.

One of the foremost libraries for the study of the Shaker religious sect. In 1987, Winterthur published a guide to this collection. In addition to the Andrews Collection, the library has on microfilm the Shaker collections at the New York Public Library, the Western Reserve Historical Society, the Library of Congress, Hancock Shaker Village, the American Antiquarian Society, the New York State Library, Fruitlands Museums, and Western Kentucky University.

- Waldron Phoenix Belknap, Jr. Research Library of American Painting
The resources of the Waldron Phoenix Belknap Jr. Research Library of American Painting are dispersed throughout the library. The strength of the Belknap Library resides in its printed and manuscript holdings on American painting and printmaking from the seventeenth century to 1920. As well, the library contains material about the influence of engraving on other arts and about the print as a document of social history.
- Trade Catalog Collection (1750-1980). Ca. 3,500 items
More than 3,500 catalogs published as advertising vehicles by American and European manufacturers and sellers of domestic goods. While these catalogs date from as early as the mid-eighteenth century, most are from 1880-1920. In 1984, Winterthur published a guide to the collection and in 1991 issued a supplement. Much of the collection is also available on microfilm and microfiche through a commercial vendor.
- Maxine Waldron Collection of Paper Dolls, Games, and Paper Toys (bulk ca.1600-1977).
Consists of a wide variety of paper toys from the seventeenth through the twentieth centuries, including paper dolls and costumes; miniature soldiers; Valentine's and Christmas cards; movable and pop-up books; peep shows, panoramas, and toy theaters, complete with characters and scenes; magic lanterns and their slides; board and card games; scraps; fashion plates; scrapbooks; pattern books for weaving, sewing, paper folding, and paper cutting; and note cards and postcards illustrating dolls and toys of the eighteenth and nineteenth centuries from various other collections. This collection provides examples of the evolution of printing processes, particularly chromolithography and the development of better quality papers, inks, and presses. In addition, Mrs. Waldron's personal memorabilia constitutes part of the collection.

DISTRICT OF COLUMBIA

Washington, DC

30. George Washington University

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Jennifer Kinniff, Public Services and Outreach Librarian: (202) 994-7549;
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Finding aids: List of finding aids for collections by title
(<http://www.gelman.gwu.edu/collections/SCRC/research-tools/browse-collections-by-title>).

Many, but not all, of our collections are included in this list.

Overview:

The SCRC's mission is to collect, preserve, and make accessible primary resources and rare or unique materials, including archives, books, images, manuscripts, maps, microforms, directories, theses, dissertations, faculty publications, periodicals, and ephemera to all researchers. Our three main divisions are Manuscripts (including the history of the District of Columbia, American Labor History, Media and Journalism, and the African Diaspora); Rare Books & Maps; and University Archives. Total volume: 45,000 books, 27,000 lin. ft. of manuscript material, 400,000 photographs, and 50,000 audio recordings predominantly from the nineteenth and twentieth centuries.

Noteworthy collections:

- PNC-Riggs Bank Records (1809-2004). 1930.76 lin. ft., incl. ca. 1250 bank ledgers and 370 manuscript boxes.

Consists of the records of Riggs Bank (1896–2005) and its predecessor institutions, Riggs & Co. and Corcoran and Riggs. It also contains records from banks that Riggs acquired or merged with during the early to mid-twentieth century: Central Savings Bank/Hamilton Savings Bank, Northwest Savings Bank, Farmers and Mechanics National Bank, Washington Loan and Trust, Lincoln National Bank, and the National Bank of Washington. The collection includes records of the accounts of nineteenth and early twentieth century U.S. Presidents, Cabinet members, Congressmen, and other prominent citizens. It documents the Riggs and National Bank of Washington role in financing federal projects in Washington, DC, and the role that the Farmers and Mechanics National Bank played in the development of Georgetown. Documents the day-to-day operations of the bank and its influence on the economic life of Washington, DC, and the greater financial services industry.

- Greater Washington Board of Trade Records (1889–1986). 241 lin. ft. Contains correspondence, minutes, reports, publications, audio tapes, photographs, directories, programs, and artifacts. These materials date from 1899–1986. The founders of the Board of Trade shared a vision of a vibrant multi-faceted region, and its history reflects the board's involvement in almost every major issue concerning the metropolitan area. The subjects include economic development, home rule, business development, trade associations, race relations, transportation, education, public housing, hospitals, criminal justice, tourism, cultural programs, preservation, consumer affairs, and planning.
- Joseph V. Charyk Papers (1957–1989). 44 lin. ft. Contains correspondence, meeting minutes, speeches and addresses, calendars, legal documents, personnel files, exhibits, financial records, programs, brochures, photographs, and reports. These are the records of Joseph Vincent Charyk during his time working for Communications Satellite Corporation (COMSAT). Charyk served as Chief Executive Officer and later Chairman of the Board, and the material in the collection covers how his work influenced the direction the company went related to satellite technology.
- Rufus S. Lusk and Son, Inc. Papers (1930–1997). 181.5 lin. ft. Leader in the Mid-Atlantic region for providing the most accurate and reliable real estate sales, ownership, and mortgage information. For nearly seventy years, the company published real estate information products which made a significant contribution to

the Washington area community. The material in this collection includes business records, publications, and photographs from the 1930s through 1997. This material was generated by the Lusk family in the creation and running of the family-owned and operated business, Rufus S. Lusk & Son.

31. Georgetown University

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Noteworthy collections:

- **ABI/Inform Complete**
Provides current and historic abstracts and many full-text articles from over 2,800 business and management journals, including hundreds of titles from outside the U.S. Covers finance, management, marketing, accounting, business conditions, and other business topics.
- **Accounting and Tax**
Indexes scholarly and trade publications, books, annuals, and newspapers in the fields of domestic and foreign accounting and taxation. Provides current accounting, taxation, and financial management information. National and international in scope, key publications focus on accounting policies and standards, state and national tax legislation, corporate and individual taxation, compensation and pension plans, and corporate financial management, as well as profiles of accounting firms, CPAs, and management consulting firms. Full text of *Journal of Accountancy* goes back to 1974 with other full text articles starting in 1987. Based on *Accountant's Index* (Ref Z7164.C81 A5 1920-1991).
- **Avery Index to Architectural Periodicals**
A comprehensive index of journal articles published worldwide from 1934 to the present on architectural design and history but coverage as well of real estate development, commercial buildings,

city planning, urban design, environmental studies, historic preservation, landscape architecture, garden history, interior design, furniture and decorative arts, and archeology. Also includes more than 13,000 obituary citations, thus providing biographical and professional information about architects.

- **Banking Information Source**
Includes information on the international and domestic operations of retail and commercial banks and credit unions. Covers over 400 publications, with 160 current full-text trade magazines, newspapers, and some scholarly publications. The American Banker full-text articles start with 1987, while other full-text articles started in 1990. Formerly Banking Literature Index from the American Bankers Association.
- **Business and Industry**
Indexes trade publications covering companies, products, markets, and technology for all manufacturing and service industries. Use the SIC codes to search for a specific industry or choose a broad industry from the “industry” field drop-down box. Many articles are full-text.
- **Catalog of Nonprofit Literature**
LNPS covers information on domestic and international philanthropy and the nonprofit sector by identifying, indexing, and abstracting relevant books, articles, and non-print resources. Includes topics such as fundraising, proposal development, and revenue-generating activities. Also includes works related to charitable giving, including project reports, studies, and statistical analyses. Literature on all aspects of company-sponsored foundations and corporate giving is included, as are materials related to the nonprofit sector, its composition, administration, management, and voluntarism. Also covers publications that discuss the impact of government policies and funding upon the sector and the legal and tax implications of local, state, and federal regulation and legislation.
- **CFA Digest**
This quarterly digest reviews 70 investment-related journals and summarizes some of the best writing in the field. Searching can be done by keyword or topic index. The resulting abstracts can be viewed freely; however, viewing full text of the summaries or articles from the Financial Analysts Journal and other publications is available only to GU students, staff and faculty, by requesting user name and password from the Reference Desk (affiliation will be verified).

- CNNMoney.com
This website provides stories concerning business news, personal finance, and global financial markets. In addition, this site also covers mortgage cost worksheets, industry-specific news, and stock quotes.
- Current Index to Statistics
Bibliographic index to publications in statistics and related fields. References are drawn from 111 core journals that are fully indexed; about 1,200 non-core journals from which articles are selected that have statistical content, proceedings and edited books; and other sources. Business subjects covered include economics, operations, marketing, finance, and information sciences.
- E & E Publishing
Provides comprehensive, daily coverage of environmental and energy politics and policy. Includes articles, webcast video, and transcripts, presented under the titles Environment and Energy Daily, Onpoint, Greenwire, E&ENews PM, E&ETV news, and Land Letter.
- EconLit
Indexes and abstracts worldwide economic literature. Has article citations from over 400 major economic journals since 1972. Includes indexing of some book reviews, dissertations, and working papers.
- Fed in Print
Index to all Federal Reserve Board and Banks' publications with selected full text in more recent years.
- Health Business Elite
This database includes articles in management, medical, general business, and industry specific topics. It also has full-text access to key sources such as Harvard Business Review and California Management Review.
- Hospitality & Tourism Index
Citations and abstracts from over 500 scholarly research and industry news publications relating to all areas of hospitality and tourism. International in focus, subject areas cover hotel management, leisure & business travel, food service & beverage management, tourism, event management, gaming, hospitality law, market trends, research, demographics, and more.
- International Abstracts of Human Resources
IAHR is the most comprehensive journal of abstracts in human resource management. It abstracts articles from 53 journals, including the International Journal of Human Resource Management,

Management Communication Quarterly, and Performance Improvement Quarterly. The abstracts are organized into 80 different categories, making it easy to scan your topic of interest. It can be searched by author, keyword, category, and company.

- **Management & Organization Studies: A SAGE Full-Text Collection**

These peer-reviewed journals cover such subjects as organizational behavior, organizational development, strategic management, organizational theory, industrial psychology, human resource (HR) management, business ethics, corporate social responsibility (CRS), environmental management, leadership, group processes, organizational communication, management learning, management education, training, industrial relations (IR), labor economics, international & cooperative management, entrepreneurship, small business management, E-commerce, non-profit management, compensation & benefits, environmental management, service organizations, hospitality, travel, tourism, marketing, macromarketing, social marketing, marketing education, marketing theory, service marketing, sociology of work, business & government relations, critical theory, simulation, action research, research design, and research methodologies.

- **Monthly Labor Review**

Contains articles as well as a monthly statistics section on employment and earnings. Covers less detail but a longer range of years than Employment and Earnings.

- **Proquest Asian Business**

A collection of 95 English-based business journals and magazines covering industry and company operations in Asia. Some titles are unique to this database. Search in ABI-Inform Complete as well.

- **ProQuest European Business**

A collection of 154 English-based business journals and magazines covering industry and company operations in Western Europe. Some French publications are also included.

- **Proquest Telecommunications**

Searches over 100 telecommunications industry publications. Includes magazines, journals, and newsletters for this industry.

- **Special Issues**

Indexes special issues of magazines. Special issues are any regularly published special editorial content from over 3,000 trade magazines, e.g., Supply Chain Technology News, World Oil, Hoosier Banker. Examples of special issues include: industry outlooks, overviews, or surveys; statistical issues; company

ranking lists; buyers guides; salary surveys; product/industry focus issues; membership directories; Who's Who registers; tradeshow specials; etc. Many special issues are available on the Internet and are designed to be interactive/searchable and provide greater content than the printed versions. Additional information for the magazines' websites are also included: industry links, market report, buying guides, dictionary, or archives. Also contains Gary Price's List of Lists (LOL) in the right frame of the website. LOL has selective free web pages from trade magazines arranged by industry.

- **Wall Street Journal**
Eastern edition; New York. *The Wall Street Journal* is the financial newspaper of record. It offers in-depth coverage of national and international finance as well as first rate coverage of hard news. Updated daily.
- **Web of Science**
Web of Science is part of the ISI Web of Knowledge, a multi-disciplinary bibliographic database that indexes and abstracts journals in the arts, humanities, sciences and social sciences. It cumulates three databases: Arts and Humanities Citation Index, Science Citation Index Expanded and Social Sciences Citation Index. In addition to traditional author, title and keyword searches, the citation databases offer access to articles' cited references (the footnotes from authors' bibliographies). You may take a known, relevant paper and find other, more recent papers that cite it.

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Research center: Kiplinger Research Library

Conferences and other programs: Washington Historical Studies Conference

Publications: For Washington, DC, business history materials, see our *Business History Resource Guide* at http://www.historydc.org/pdf/Business_History_Resources.pdf

Finding aids: Go to <http://www.historydc.org/pdf/MSSguide.pdf>. For list of business records with finding aids, see our online catalog at http://www.historydc.org/Do_Research/research.asp or see a list of our business archives below:

Published information on archival holdings: See <http://www.historydc.org/pdf/MSSguide.pdf>. Numerous articles in Washington History make use of material from these records.

Overview:

Rich collections of books, pamphlets, photographs, maps, prints, archives and manuscripts, and objects related to Washington, DC, and its metropolitan area. Total volume: 8,500 vols.; 55,000 cataloged photographs, and over 100,000 additional photographs in manuscript collections; 1,500 cu. ft. of archival collections from 1658–present, and especially from 1800.

Noteworthy collections:

- Nicholas Acker Family Papers, 1833, 1856–1879. (MS 3) Stoneyard; 0.45 cu. ft.; finding aid.
- American Soda Fountain Company Ledger, 1901–1906. (MS 355) Baltimore firm; includes customer index.
- H.W. Barron Ledger, 1942–1951. (MS 333) Grocer and poulterer, 1375 PA Ave., S.E. 1 item.
- James Barry Ledger, 1794–1797. (MS 354) Shipping agent.
- James W. Butcher Papers, 1910–1949. (MS 507) Family business “Butcher-Built Doll Houses”. 8 cu. ft.; finding aid.
- Robert G. Campbell Papers, 1860–1902. (MS 349) Plumber 3.6 cu. ft.; finding aid.
- Capital Transit Company Records, 1862–1956. (MS 442) 35 cu. ft.; (in process).
- Central National Bank Records, 1887–1888. (MS 42) Account book for construction of new bank.

- Chamberlin Hotel Register, 1885-1890. (MS 329) Hotel at 821 15th Street, N.W. 1 item.
- Adolph Cluss Receipt Book, 1866-1867. (MS 470) Account of payments from Cluss to William Kammerhueber, his partner in Cluss & Kammerhueber architectural firm.
- Davidge Family Business Papers, 1796-1912. (MS 433) Includes information on the law practices of Walter Davidge and Davidge & Semmes 1 cu. ft.; finding aid
- Demonet's Business Records, 1898-1944. (MS 569) Family confectionery and catering business. 0.67 cu. ft. finding aid
- James L. Dixon and Company Records, 1951-1976. (MS 441) Real estate firm 1.32 cu. ft.; finding aid.
- Eliza Dodd Account Book, 1813-1833. (MS 100) Georgetown dressmaker; microfilm available.
- Francis Dodge Letterbooks, 1824-1825, 1836-1838. (MS 346) Georgetown merchant; finding aid.
- Easby Family Papers, 1817-1875. (MS 105) Shipyard /lime kiln 0.6 cu. ft.; finding aid.
- Ebbitt House Records, [ca. 1867]-1876. (MS 545) 1.5 cu. ft.; finding aid.
- Funeral Home Account Books, 1891-1973. (MS 348) Includes books for Frank Geier's Sons, Timothy Hanlon, and W. Taltavull 15.5 cu. ft.; finding aid.
- Goddard Family Business Records, 1872-1889. (MS 124) Georgetown grocer 1 folder.
- G. Haines diary, 1869-1900. (MS 63) Wood dealer; some entries include business notes. 1 volume.
- Fred C. Hays Papers, 1918-1957. (MS 560) Fine arts dealer, real estate and insurance agent. 1.45 cu. ft.; finding aid
- Hechinger Company Records, 1905-1997. (MS 548) Hardware company 34 cu. ft.; finding aid.
- William Corcoran Hill Register of Loans, 1904-1941. (MS 111) Real estate agency; includes name index.
- Horse and Coach Shop Ledger Book, 1860-1867. (MS 615) finding aid.
- Thomas Hughes Papers, 1882-1920. (MS 603) Bricklayer; 0.9 cu. ft.; finding aid.
- A. F. Jorss Ornamental Ironworks Company Records, 1899-1960s. (MS 593) 0.5 cu. ft.; finding aid.
- S. Kann and Sons Counter Book, March 16-October 23, 1900. (MS 582) Department store ads.

- King and Nordlinger Law Firm Memorabilia Collection, ca. 1908-1997. (MS 559) 1 cu. ft.; finding aid.
- Kohn, Davidson, and Lansburgh family papers, 1875-1977. (MS 457) 0.52 cu. ft.; finding aid.
- Lafayette Square Opera House Records, 1895-1905. (MS 449) 3.85 cu. feet; finding aid.
- William Walker Moore Papers, 1828-1886. (MS 188) Includes material related to Moore's work in the newspaper business; e.g., a letter copybook of business correspondence for the *United States Telegraph* and a subject index to the 1841 *National Intelligencer*. 0.45 cu. ft.; finding aid.
- The National Bank of Washington Records, 1911-1986. (MS 570) 2 cu. ft.; finding aid.
- Riggs & Company Receipts and Drafts, 1863-1864. (MS 588) 1 folder.
- Riggs Fire Insurance Company Records, 1895-1906. (MS 387) 0.7 cu. ft.
- F. A. Speare Sons Records, 1915-1918. (MS 237) Undertaking business. 9 folders; finding aid.
- W. R. Speare Undertakers Account books, 1884-1899. (MS 235) 0.95 cu. ft.; finding aid.
- The Statler-Hilton Hotel Collection, 1943-1971. (MS 605) 1.28 cu. ft.; finding aid.
- George Walker Collection, 1896-1950s. (MS 399) Lumber and millwork company 4.20 cu. ft.; finding aid.
- Bates Warren Legal Records, ca. 1894-1926. (MS 609) Washington law firm 2.7 cu. ft.; finding aid.
- John Wedderburn Records, 1910-1958. (MS 561) Patent lawyer and liquor merchant. 2.8 cu. ft.; finding aid.
- J. W. Whalen Records, 1893. (MS 304) Dairy and produce business, 943 B Street, NW 1 folder.
- Frederick C. Whetzel Papers, 1955-1958. (MS 592) Aerial photography business; related aerial photograph collection available separately. 1 folder.
- Whitelaw Hotel Collection, 1913-1995. (MS 583) 0.07 cu. ft.; finding aid.
- Helene Kravadze Williams Papers, 1932-1987. (MS 544) Finishing/modeling school and school of protoco. 3.85 cu. ft.; finding aid.
- Woodward and Lothrop Department Store Collection. (MS 542) In process; inventory.
- Ford E. Young, Sr. Family Papers, 1889-1963. (MS 411) Includes records of Fussell-Young Ice Cream Company, 1913-1963. 1.42 cu. ft.; finding aid.

33. International Monetary Fund

Archives and Records Management
700 19th Street, NW
Suite HQ1-CN-200
Washington, DC 20431

Phone: (202) 623-4913

Fax: (202) 623-7175

E-mail: archives@imf.org

Website: <http://www.imf.org/external/np/arc/eng/archive.htm>

Hours: By appt. only M-F 9:30 am-12:30 pm and 1:30 pm-4:45 pm

Contact persons:

Michelle Dolbec, IMF Archivist: (202) 623-8933; mdolbec@imf.org, for archive questions

Premela Isaac, Reference Archivist: (202) 623-4913; archives@imf.org, for reference services

Publications: Publications, press releases and other material prepared for public use are available. In addition to printed basic documents, such as the “Articles of Agreement” and the “By-Laws/Rules and Regulations,” and ad hoc published reports, the important policy decisions of the Executive Board, and press communiqués of the Interim Committee and the Development Committee are published in the “IMF Annual Reports of the Executive Board” and Summary Proceedings of the Annual Meetings of the Board of Governors. Landmark Board of Governors’ resolutions and Executive Board policy decisions are periodically cumulated in the compilation “Selected Decisions and Selected Documents of the International Monetary Fund.”

Bretton Woods 60th Anniversary Virtual Exhibition, 1944-2004: <http://jolis.worldbankimflib.org/Bwf/index.htm>

Finding aids:

Now available:

Bretton Woods Conference Collection
Office of the Managing Director Records
African Department Records
Asian Department Records
Bureau of Statistics Records
External Relations Department Records
IMF Institute Records
Middle Eastern Department Records
Research Department Records
Secretary’s Department Records
Technology and General Services Department Records
Western Hemisphere Department Records

Soon to be published:

African Department, Divisions Records
Asian Department, Divisions Records
Bureau of Statistics, General Economic Division
Bureau of Statistics, Balance of Payments Division
Central Files Collection, Country Files Series (contains digitized images)
Exchange and Trade Relations / Policy Development and Review Department Records
Fiscal Affairs Department Records
Legal Department Records
Middle Easterns Department, Divisions Records
Research Divisions Records
Secretary's Office Records
Treasurer's Office Records
Western Hemisphere Departments Divisions Records

Published information on archival holdings:

Access Rules and Conditions As part of the IMF's effort to promote openness and transparency, the public has access to a substantial range of information including:

Executive Board documents, which are available to the public under 5, 10 or 20-year rules except for classified items

Other institutional archives, which are available after 20 years

Exempt from public disclosure are: (1) legal documents protected by attorney-client privilege; (2) confidential documentary materials provided to the IMF by external parties, including member countries, their agencies and central banks, unless such parties consent to their declassification; (3) personnel files, medical and other records pertaining to individuals; and (4) documents and proceedings of the IMF Grievance Committee.

Overview:

With a total volume of over 5,000 lin. ft. of textual material, 425,000 photographs, 1,883 sound recordings, 14 flags, and 1 oil painting dating from 1930–1991 (primarily from 1946–1991), the IMF Archives were established in 1946. They are organized under several collections and funds.

Noteworthy collections:

- Executive Board Series Collection
Documents of the IMF Executive Board and its committees that have been collected and indexed include agendas and minutes of meetings; policy papers; staff reports; reports on missions to member countries; and discussions of fiscal, monetary and economic

policy issues. A substantial portion of IMF Board documents have been digitized and are available for viewing in PDF format in the reading room. Bound indexes covering all Executive Board documents from 1959 to 1983, and Executive Board minutes, from 1946 to 1958 are available for consultation.

- **Central Files Collection**

Materials in the Central Files collection date predominantly from 1946 to 1993. The Central Files collection comprises several series: Administration, Country, Economic Subject Files, International Organizations, IMF Organization, and Publications. Several other series were also routinely collected including Executive Board Documents as well as records covering consultations with member countries. This collection is a rich source of original records for economics research and analysis, historical research, and review on the evolution of the international financial system during the second half of the twentieth century. When it was in active use, the Central Files collected correspondence, memoranda, and Executive Board Documents, and other materials concerning the policies, procedures, organization, and core operations of the IMF. The Central Files Collection contains a significant proportion of records (generated by management and senior staff) considered to have enduring archival value. These include relations between the IMF and member countries, the United Nations and other international organizations, as well as relations with regional and national organizations in the economic arena.
- **Bretton Woods Conference Collection**

The records relating to the Bretton Woods Conference in the IMF Archives are mainly files of former staff members of the U.S. Treasury or Federal Reserve Board who, as members of the U.S. Delegation at the Bretton Woods Conference or as members of the Conference Secretariat, participated in the drafting of the Bretton Woods Agreement and the establishment of the International Monetary Fund. Evident in the Bretton Woods materials is the work, planning, and influence of British economist John Maynard Keynes, U. S. Secretary of the Treasury Henry Morgenthau, and Harry Dexter White, Deputy Secretary of the U.S. Treasury and Assistant Director of its Monetary Research Division who also served as Executive Secretary of the American Delegation to the Conference. The records cover the period from immediately prior to the Atlantic City Conference in June 1944 and run through the Savannah Conference held in March 1946. The collection also documents the efforts in both the United Kingdom and the

United States to ratify the Bretton Woods Agreements in the two countries' legislatures. The textual records are complemented by a series of images associated with the Bretton Woods Conference such as portraits of Harry Dexter White and Lord Keynes, group portraits of delegates and conference staff as well as views of the Mount Washington Hotel. The collection has been arranged into five series. The first three are based on the records of individuals present at the Conference (1) Richard Brenner Files, (2) Ansel Luxford Files, and (3) Edward Bernstein Files. The fourth series consists of the files of the Bretton Woods Secretariat: Bretton Woods Conference Files. The fifth series consists of photographs specific to the Conference.

- IMF Institutional Archives

The Institutional Archives are those records now preserved in the custody of the Archives because of their enduring evidential, legal, and historical value. These records, dating from 1946, originate from the office of the Managing Director, as well as from departments, offices, and bureaus. The records document the core functions of the Fund including: the role and responsibilities of departments, offices and bureaus; financial operations and policies; IMF programs; and relations with member countries and other parties.

The records of the Office of the Managing Director currently consist of files created by former Managing Directors Ivar Rooth, Per Jacobsson, Pierre-Paul Schweitzer, H. Johannes Witteveen, Jacques de Larosière, and Michel Camdessus. Records consist of correspondence, country files, subject files related to organizations and events in which the Managing Director was involved, as well as files related to speeches and meetings and information regarding travel and social events. The records of the IMF's first Managing Director—Camille Gutt—have been integrated into the IMF's Central Files Collection.

Records from departments/offices/bureaus usually consist of Administrative Files, Chronological Files, Consultation Files, Consultation Minutes, Country Files, Economic Subject Files, and Subject Files as well as records specifically maintained by Department Heads, Deputy Directors and Advisors.

- Audiovisual Collection

The audiovisual collection consists of records from the Secretary's Department and the Multimedia Services Division. The collection consists of photographic material authored and created by photographers from the IMF Imaging Group and its predecessors.

These photographic records generally document aspects of the IMF/World Bank Annual Meetings such as facilities, participants, plenary meeting hall views, social activities, and informal gatherings. Other non-Annual Meetings related activities or events are also documented in the collection, including portraits of Managing Directors and Deputy Managing Directors, Executive Directors and their Alternates, and Heads of Departments, Bureaus and Offices, Executive Board group portraits, photos of special events and ceremonies, and images of the Bretton Woods Conference. The sound recordings mainly consist of tapes of Annual Meeting and Interim Committee (now the International Monetary and Financial Committee) sessions, as well as other significant events. Other audio holdings include a number of phonograph records containing various speeches and addresses covering the years 1946 to 1962 (which have been reformatted for access onto compact disc). The majority of these recordings feature speeches by Managing Directors or senior management of the IMF.

Complementary sources:

The most comprehensive sets of materials pertaining to the Bretton Woods Conference may be found at the U.S. National Archives and Records Administration (NARA) and the U.K. Public Records Office, as well as in the national archives of other countries which participated in the Bretton Woods Conference.

Illustrative research topics addressed in the fund archives

The Executive Board documents and the internal working documents of the IMF are archival records that provide original source material enabling historical research and analysis of the evolution of the international financial system since Bretton Woods. Topics include:

- Relations with individual member countries
- Technical Assistance, including training of officials
- IMF's financial structure and treasury operations
- The collapse of the par value system
- The creation of the Special Drawing Rights (SDR)
- The role of the Committee of Twenty in reforming the International Monetary System
- The Interim Committee (now the International Monetary and Financial Committee)
- Amendments to the IMF Articles of Agreement
- Overdue Financial Obligations and Late Payments
- The onset of the Latin American Debt Crises

- Debt relief and the Brady Plan
- Globalization of Fund membership following the dissolution of the Soviet Union and the
- Fund's role in the transition process
- Use of IMF resources and Fund conditionality
- IMF Facilities and Related Policies
- Stand-By Arrangements (SBA)
- Extended Fund Facility (EFF)
- Compensatory and Contingency Financial Facility (CCFF)
- Buffer Stock Financing Facility (BSFF)
- Systemic Transformation Facility (STF)
- Structural Adjustment Facility (SAF)
- Enhanced Structural Adjustment Facility (ESAF)
- Heavily Indebted Poor Countries Initiative (HIPC)
- Borrowing by the Fund
- General Arrangements to Borrow (GAB)
- New Arrangements to Borrow (NAB)
- Oil Facility
- Supplemental Financing Facility (SFF)

34. Library of Congress

Science, Technology & Business Division
Business Reference Services
5th Floor, John Adams Building
101 Independence Ave, S.E.
Washington, DC 20540

Phone: (202) 707-3156

Fax: (202) 707-1925

E-mail: Use online form

Website: www.loc.gov/rr/business/coll/bes/home.html#top

Hours: M, W, Th 8:30 am-9:30 pm; Tu, F, Sat 8:30 am-5 pm

Finding aids: Online

Note on formats and their locations:

Resources in a variety of formats may be of interest to the business and economics researcher. To use materials in some of these formats, the researcher will need to go to locations other than the Business Reading Room. Some of the more frequently requested types of materials requested by business researchers include: Periodicals and Newspapers (usually found in Microfilm), Technical Reports &

Standards Special Collections (Patents), Technical Reports and Working Papers in Business & Economics (Government Publications), and Special Collections (Maps, Manuscripts, Prints & Photographs). Details on where to find these resources are listed below.

Microform

Business-related publications in microform are found in several of the library's reading rooms. Corporate annual reports from the SEC and the Q-FILE (1980-), as well as two earlier series covering pre-1974 and 1974-1983, are available in Business Reference Services. Annual reports in microopaque and microfiche issued by Microcard and NCR (1957-1965) are available in the Microform Reading Room. Other microfiche collections available in Business Reference Services include: *Dun's Business Identification Service*, microfiche of the *National Union Catalog* (1983-), and the *Library of Congress Shelflist* (1976).

A number of journals are available full-text in microformat in the Newspaper and Current Periodical Reading Room. Legal titles in microformat are available from the Law Library on the second floor of the Madison Building.

Other titles of interest to the business researcher available in microform may be identified from *A Guide to the Microform Collections in the Humanities and Social Sciences Division of the Library of Congress*.

Patents

The Patent and Trademark Office (PTO) is the U.S. government agency responsible for the issuance of patents and the registration of trademarks. In addition to books containing general information about the patent and trademark process, the Science Reference Services, adjacent to Business Reference on the fifth floor of the Adams Building at the Library of Congress, has several published indexes useful for searching for information about early patents, including the *Subject Matter Index of Patents Issued by the United States Patent Office from 1790 to 1873...*, the *Index of Trademarks Issued from the United States Patent Office*; and the *Index of Patents Issued from the United States Patent and Trademark Office*. Only the most recent year or years of the latter two titles are kept in the reading room. Earlier volumes are part of the General Collections and should be requested from the Book Services desk managed by the Collections Access, Loan Management Division (CALM) on the fifth floor of the Adams Building.

See the PTO website for several searchable databases: the US Patent Full-Text Database of US patents issued from January 1, 1976, to the present; the US Patent Bibliographic Database of front-page information from US patents issued from January 1, 1976, to the present; and the AIDS Patent Database, containing the full text and images of selected AIDS-related patents issued by the US, Japanese, and European patent offices. The site also contains a list of public and academic libraries around the United States serving as Patent and Trademark Depository Libraries.

Government publications

Local, state, and national governments produce many useful business reference sources, especially statistical ones. Many non-current United States census publications may be requested on the fifth floor of the Adams Building. In addition, many U.S. government publications published since 1976 are available in the U.S. depository collection serviced in the Newspaper and Current Periodical Reading Room, Room LM 133 James Madison Building. This room also services the library's set of United Nations documents (useful for international trade, production, and national account statistics). UN documents may be searched online through AccessUN, which provides access to current and retrospective United Nations documents and publications, from 1996-present.

The statistical publications of many international organizations are indexed in the *Statistical Masterfile* CD-ROM, available in the Main Reading Room. Many of the publications indexed in this CD-ROM are available in microform in the Microform Reading Room. Others are available in hard copy. Reference librarians can assist in locating specific publications in the collections.

Also indexed in *Statistical Masterfile* are selected state and local government statistical publications, as well as those of some private organizations. Many of these documents are also available in microfiche in the Microform Reading Room.

Related subjects

Business and economics researchers may also find materials of interest in the following reading rooms:

Law Library, including legal materials in both Western and non-Western languages

Science Reading Room for technical reports and standards

Geography and Map Division for specialized map collections, including print editions of the Sanborn Fire Insurance Maps Collection (Note: Digital reproductions of these maps are available on site in any of the reading rooms through the ProQuest's Digital Sanborn Maps Collection: 1867-1970)

Manuscript Reading Room and the Prints and Photographs Division for special collections of interest to business history researchers

Overview:

The Business Reference Collection consists of approximately 20,000 volumes that are shelved in the Science and Business Reading Room. The collection includes directories, handbooks and encyclopedias, dictionaries, biographical materials, current journals, a microfiche collection of company reports, abstracts and indexes in both paper and online form, and other types of material.

The business and economics collection encompasses subject areas such as accounting, advertising, business history, entrepreneurship, exports and imports, finance, international business, labor, management, market research, personnel relations, and stocks and bonds.

In addition, other Library of Congress reading rooms may have materials on reference of interest to the business researcher, including guides to collections relating to various geographic areas and guides to special format, microfilm, law, government, and technical reports and standards collections.

To identify specific materials in the reference collection, you may search the online catalog by title or subject. Choose any of the keyword search methods and setting the search limits to Collection Location: "Business Reference Collection." Business-related materials in all reference collections of the LOC may be identified by choosing any of the keyword search methods and settle the search limits to Collection Location: "Reference Collections (ALL)."

The Business Reference Desk Collection is located in the Business Reference Services Alcove on the west side of the Science and Business Reading Room. It includes frequently requested reference books, directories, statistical compendiums, and handbooks, such as:

- *Dun and Bradstreet's Million Dollar Directory*
- *Statistical Abstract of the United States*
- *Gale's Encyclopedia of Associations*

- *Encyclopedia of Associations*
- *Value Line*
- Selected business ratio studies

Industrial Directories

Two special collections—state business directories and foreign business directories—are located at opposite ends of the aisle just outside the entrance to the business wing. They are shelved alphabetically by state and country and are identified by green dots on their labels.

Biography

The biographical reference collection is located against the back wall of the patron seating area shared by Business and Science reference services and is identified by red dots. Included in this collection are such titles as:

- *Who's Who in Finance and Industry* (HF3023.A2W5)
- *Dun's Reference Book of Corporate Managements* (HD2745.D85)

Abstracts and Indexes

Researchers using Business Reference Services have access to an extensive collection of print and online services.

The LOC subscribes to many online abstracts, indexes and full-text products, including many especially applicable to business and economics research. Please note that you must be on the LOC premises to use them.

Subscription Databases for Business and Economic Research

In addition, a comprehensive collection of paper and indexes supplement the online products. Examples include:

- American Statistics Index, Index to International Statistics, and Statistical Reference Index (Congressional Information Service)
- Wall Street Journal Index
- Index of Economic Articles
- Accountants Index
- Predicasts F & S Indexes to Corporations

Selected Current Journals

The Business Reference Services Current Business and Economics Journal Collection is located on the shelves across from the Business Reference Collection. The titles are shelved alphabetically. They usually include the most recent twelve months. Examples include:

- *Business Week*
- *The Banker*

- *Forbes*
- *OECD Observer*
- *Quarterly Journal of Economics*
- *US Economic Outlook*

Current journals not in the Current Business and Economics Journal Collection may be available through the Newspaper and Current Periodicals Reading Room.

Microfiche Collections

The microfiche collection is located in the middle room of the business wing. This collection includes corporate annual reports from the .SEC. and the .Q-File. (1980-), as well as two earlier series covering the pre-1974 period and the period, 1974-1983. Annual reports in micro-opaque and microfiche issued by Microcard and NCR (1957-1965) are available in the Microform Reading Room. Other microfiche collections available in business reference include:

- Dun's Business Identification Service
- CIRR: Corporate & Industry Research Reports (1982-1985)
- International Annual Reports Collection (1983-1987)
- National Union Catalog (1983-April 1993)
- Library of Congress Shelflist (1976)

A number of journals are available full text in microformat in the Newspaper and Current Periodical Reading Room. Legal titles in microformat area available from the Law Library on the second floor of the Madison building.

Other microform titles of interest to the business researcher may be identified from *A Guide to the Microform Collections in the Library of Congress*.

35. National Archives and Records Administration

700 Pennsylvania Avenue, NW
Washington, DC 20408-0001

Phone: 1-86-NARA-NARA

Fax: call (301) 837-0483

E-mail: Use online form

Website: <http://www.archives.gov/>

Hours: see website

Overview:

The National Archives and Records Administration (NARA) is the nation's record keeper. Of all documents and materials created in the course of business conducted by the United States Federal government, only 1-3 percent are so important for legal or historical reasons that they are kept by us forever. Federal law requires that agencies transfer permanently valuable, noncurrent records to NARA. Consult NARA's website for national site offices and related collections. For example: NARA's Pacific Region (San Francisco) has more than 55,000 cu. feet of archival holdings dating from about 1850 to the 1980s, including textual documents, photographs, maps, and architectural drawings. These archival holdings were created or received by the federal courts and more than 100 Federal agencies in northern California, Guam, Hawaii, Nevada (except Clark County), American Samoa, and the Trust Territory of the Pacific Islands.

Noteworthy collections:

See <http://www.archives.gov/pacific/archives/san-francisco/finding-aids/labor-reference-paper.html> for Records for the Study of Labor and Business History in the National Archives-Pacific Sierra Region, Reference Information Paper 101.

36. National Building Museum

401 F Street, NW
Washington, DC 20001

Phone: (202) 272-2448

Fax: (202) 272-2564

E-mail: See contact information below

Website: www.nbm.org

Hours: Collection and Library M-F 10 am-5 pm by appointment only

Contact persons:

Shelagh Cole, Registrar: (202) 272-2448 ext. 3207; scole@nbm.org

Chrysanthe Broikos, Curator: (202) 272-2448 ext. 3411; cbroikos@nbm.org

Hank Griffith, Exhibitions Coordinator: (301) 602-2283 (cell); Fax: (202) 272-2011; hgriffith@nbm.org

Contact persons for library:

Stephanie Anderson, Exhibitions Assistant: (202) 272-2448 ext. 3503; sanderson@nbm.org

Fellowships and grants: Field Fellowship. Fellowships at the National Building Museum provide scholars with opportunities to pursue independent research related to the Museum's potential or planned exhibitions or its permanent collections. See http://www.nbm.org/about-us/employment_internships/

Conferences and other programs: The National Building Museum hosts a variety of conferences, lectures, and other public programs, which are organized by the Museum's Public Programs division in the Education Department.

Publications: Numerous books feature images from the various collections. Jack Masey and Conway Lloyd Morgan. *Cold War Confrontations: U.S. Exhibitions and Their Role in the Cultural Cold War*. Baden: Lars Müller Publishers, 2008. (Features more than twenty images from the Robert C. Lautman Collection). Thomas, Bernice L. *America's 5 & 10 Cent Stores: The Kress Legacy*. John Wiley & Sons and the National Building Museum, 1997. (S. H. Kress & Company Collection).

Finding aids: Wurts Collection Finding Aid. Compiled by intern Mary Allen in 2006.

Note: Each collection has a basic inventory or indexing system, but not necessarily a detailed finding aid.

Published information on archival holdings:

Wilkerson, Susan and Hank Griffith. *A Guide to the Building Records of S. H. Kress & Co. 5-10-25 Cent Stores at the National Building Museum*. Washington, DC: National Building Museum, 1993.

Overview:

The Beverly Willis Library (BWL) is a non-circulating library that supports primarily the staff of the National Building Museum in the development of exhibitions and educational programs, as well as outside researchers at the museum (such as interns and fellows). The BWL collection includes written materials on the built environment that have been donated or acquired to support the mission and work of the NBM. It also contains records from previous NBM exhibitions and exhibition-related institutional archives. The types of materials include monographs, magazines, reports, journals, pamphlets, and reference materials. The subjects of the materials include building histories and biographies of architects or designers; design styles, building features, and the built environment of a city or region; general histories of architecture, design, and planning; materials used as resources for National Building Museum exhibitions; catalogs of exhibitions, collections, and architectural works; building and engineering manuals; and general interest books on the built environment. It is not a public research library. Total volume: Over 3,100 vols. in the catalog, with

an additional 2,000 uncataloged periodicals, pamphlets, reports, and other ephemera from the 1890s to the present, primarily since 1950.

The National Building Museum's permanent collection illuminates the building process and documents changing architectural styles and construction techniques. The current collections contain approximately 75,000 photographic images, 68,000 architectural prints and drawings, 100 lin. ft. of documents and 4,500 objects, including material samples, architectural fragments, and building toys.

Noteworthy collections:

- S. H. Kress & Company Collection (1896-1981). 6,000 architectural plans, 7,000 photographs and 50 lin. ft. of documents. S. H. Kress & Co. was one of the twentieth century's most prosperous variety-store retailers. Though never the largest chain, Kress maintained the highest per-store sales of any five-and-dime retailer for more than twenty years, beginning in 1927. The creation of an architectural division within the company played a key role in both attracting customers and facilitating sales. Samuel H. Kress (1863-1955) envisioned his stores as works of public art that would contribute to the cityscape. To distinguish his stores from those of his competitors, namely F. W. Woolworth Co. and S. S. Kresge Co., he hired staff architects. In 1989, the museum secured the company's building records, including thousands of drawings and photographs relating to the design, construction, and operation of more than 200 stores stretching from New York to Hawaii. The collection strikingly conveys the changing role architecture has played in recent retail history.
- Northwestern Terra Cotta Collection (1877-1956). 50,000 working drawings, supplemented by glass and film negatives. This collection demonstrates the extensive and varied use of ornamental terra cotta throughout the U.S. in the first half of the twentieth century. One of the nation's pioneering manufacturers was the Northwestern Terra Cotta Company (1877-1956), headquartered in Chicago. To direct both production and installation, the studio's draftsmen transformed architectural blueprints into comprehensive "shop drawings" that identified exactly where and how each puzzle-like piece would be secured to its supporting structure. Favored by such international architectural luminaries as Louis H. Sullivan, Daniel Burnham, and Albert Kahn, the company ultimately contributed to thousands of buildings across

the country in a wide array of styles. In 1982, the museum received an unprecedented gift of 50,000 drawings created by the firm from 1900–54. The collection remains one of the largest and most valuable of its kind.

- Wurts Brothers Photography Collection (1894–1979). 20,000 prints and negatives.

Starting as general commercial photographers in the 1890s, the Wurts Brothers quickly began specializing in architectural photography. They captured a variety of subjects, centered mostly on the East Coast for nearly a century (1890s–1970). Though documentary in nature, the company’s images garnered widespread appeal and were commissioned for circulation in magazines, print advertisements, promotional brochures, and postcards. In many respects, these images helped shape popular perceptions about contemporary architecture. It includes test and process prints which illustrate the techniques the studio expertly employed until Richard Wurts’ retirement in 1979. This internationally recognized collection, comprising some 20,000 prints and negatives, is shared with the Museum of the City of New York.

- Robert C. Lautman Photography Collection (from 1950s–2000). More than 30,000 prints, transparencies, and negatives.

In 1948, the moment architectural modernism began appearing in the Washington, DC, region, Robert C. Lautman (born 1923) opened his studio. The young architectural photographer quickly gained the respect of the area’s up-and-coming modernist architects—including Charles M. Goodman, Arthur H. Keyes, and Hugh Newell Jacobsen, all of whom became lifelong clients. His expertly crafted images cover a wide range of commercial, residential, and institutional projects. Donated to the Museum in 2007, Lautman’s outstanding collection of more than 30,000 prints, transparencies, and negatives documents American architectural trends during the second half of the twentieth century and provides a remarkable record of the DC metropolitan area’s growth and development.

- Architectural Toy Collection (1860s–1990s). More than 2,200 toys.

Unparalleled collection assembled over the past thirty years by Chicagolander George Wetzel. Highlights include building sets that trace the history of such childhood favorites as Lincoln Logs, Erector Sets, Tinker Toys, and Legos; rarer and less familiar toys from around the globe; and examples featuring specific buildings or building types, such as skyscrapers and suburban homes.

Acquired in 2006, the Architectural Toy Collection is one of the largest and most sophisticated of its kind held in public trust within the United States.

- American Brick Collection (Late 1800s–early 1900s). 1,800 bricks. Extensive collection amassed by Raymond Chase over twenty-four years. The collection now holds some 1,800 decorative, face, fire, paving, pressed, and common bricks from around the nation. And unlike the country’s anonymous army of bricklayers, many of these late-nineteenth and early-twentieth-century bricks are branded with the name or location of their originating brickyard, or a distinguishing mark.
- Ernest L. Brothers Interior Design Collection (1925–1950). Ca. 1,000 items, including watercolors, photographs, pencil drawings, account books, fabric samples, and hardware samples. Ernest L. Brothers (1891–1974) was a highly sought-after interior designer whose grandest projects were undertaken for New York and Newport elites in the second quarter of the 20th century—including visionary merchant and tastemaker Samuel H. Kress. Born in England to a family of antique dealers and decorators, Brothers embraced the business and arrived in New York via Paris in 1919 as branch manager for the French firm Carlhian & Co. He established his own business in 1927. Photographs, drawings, and luxuriant watercolors attest to Ernest L. Brothers’s artistry and his now underappreciated specialty of creating historically accurate wood-paneled rooms. Donated in 1986 by his widow and daughter, this collection provides valuable insight into the practice of interior design during the early part of the last century.
- James Stewart Construction Collection (1904–1949). 108 leather-bound photo albums. One of North America’s most accomplished and longest-standing contractors (1845–1953). Chronicles work undertaken by the firm between 1904 and 1949 for such powerhouse clients as the Pennsylvania Railroad, Standard Oil, U.S. Steel, General Electric, General Motors, Union Carbide, and Grumman. Each album contains between thirty and eighty prints and documents a project from excavation to completion. These albums not only feature the photography commissioned directly by the contractor, but they also include images taken by photographers who were hired by the primary client, the architect, or the engineer. In this regard, the albums are truly a comprehensive record of each structure.
- Turner City Collection (1910–today). Ca. 100 drawings (one per year).

Founded by Henry C. Turner (1871–1954) in 1902, Turner Construction Company built its reputation as a specialty contractor with expertise in reinforced concrete technologies. Today, the company is one of the largest and most diversified construction firms in the United States, typically completing over 1,000 structures a year. In 1910, Turner hired accomplished illustrator Richard W. Rummell to fashion a composite cityscape featuring all of the firm's projects to date. Commissioned annually since then, each rendering is essentially an illustrated annual report of the major works completed by the firm during the previous year. Donated in 1994 and updated periodically, the Turner City Collection is a microcosm of urban planning and design history over the past century. Not only do the drawings trace emerging building types and reflect changing architectural styles; they also document shifting economic and social realities.

37. National Museum of American History Archives Center

(Museum located on Constitution Avenue between 12th and 14th Streets, N.W.)
MRC 601, Suite 1100
P.O. Box 37012
Smithsonian Institution
Washington, DC 20013-7012

Phone: (202) 633-3270

Fax: (202) 786-2453

E-mail: Archivescenter@si.edu

Website: <http://americanhistory.si.edu/archives/b-1.htm>

Hours: M, Tu, & Th 10 am–4 pm; W & F 10 am–2 pm by appt.

Contact persons:

Deborra A. Richardson: (202) 633-3728; richardsond@si.edu

David E. Haberstich, Curator of Photography, ref. coordinator: (202) 633-3721; haberstichd@si.edu

Research center: Archives Center

Finding aids: Many finding aids are available online. Print copies of the following finding aids are available free of charge: The Carlos de Wendler-Funaro Gypsy Research Collection (manuscripts and photographs); The Hazen Collection of Band Photographs and Ephemera (photographs, music, and instrument manufacturers' catalogs related to the brass band movement, 19th–20th century), and the Donald Sultner-Welles Collection (primarily color photographs taken around the world—with a related videodisc).

Published information on archival holdings:

Merry A. Foresta. *At First Sight: Photography and the Smithsonian*. Washington, DC: Smithsonian Books, 2003.

Overview:

Subject strengths include the history of radio, television, telegraphy, computing, and other aspects of the history of technology with a special interest in the history of invention; advertising, marketing, and entrepreneurship; commercial visual ephemera (postcards, greeting cards); American music (sheet music, jazz), and musical instruments. These and a wide range of other subjects are documented in business records, personal papers, and extensive holdings of motion picture film, video and sound recordings, historical photographs, and oral histories. 14,740 lin. ft. (as of Oct. 2007) from the late eighteenth to the twenty-first century, especially from the nineteenth and twentieth.

Noteworthy collections:

- Scurlock Studio Records (1904-1994). Ca. 200 cu. ft.: 250,000 photographs plus business records and related materials.
Includes portraits of famous African-American luminaries such as Booker T. Washington, W. E. B. DuBois, and many other artists, intellectuals, educators, entertainers, etc., as well as documentation of Washington, DC, including both the African-American community and national political life, and important photographs of Howard University; also commercial photography, including color materials.
- Warshaw Collection of Business Americana (1724-1977). Ca. 2000 cu. ft. 50,000 photographs plus business records and related materials.
Vast numbers of advertising cards, catalogs, posters, pamphlets, labels, lithographs, business documents, business letterheads, and advertising artifacts such as packages and outdoor signs. Although most material is from the late nineteenth and early twentieth centuries, there are a few late-eighteenth-century items and substantial numbers from the 1930s-1950s. The collection offers glimpses into the advertising and business activities of thousands of enterprises over many decades. The collection is divided into 538 subject and geographical categories.
- Duke Ellington Collection (ca. 1928-1988). Approx. 400 cu. ft.

Orchestrations (scores and parts), music manuscripts, lead sheets, transcriptions, and sheet music make up some of the Duke Ellington Collection. Also includes concert posters, concert programs; television, radio, motion picture and musical theater scripts; business records, correspondence, awards, as well as audiotapes, audiodiscs, photographs, tour itineraries, newspaper clippings, magazines, caricatures, paintings, and scrapbooks, all from the heyday of Duke Ellington (1920s-1975).

38. National Museum of American History Jerome and Dorothy Lemelson Center

for the Study of Invention and Innovation
Room 334, MRC 604
14th Street and Constitution Avenue NW
Smithsonian Institution
P.O. Box 37012
Washington, DC 20013-7012

Phone: (202) 633-3450

Fax: (202) 357-4517

E-mail: LemCen@si.edu

Website: <http://invention.smithsonian.org/home/>

Finding aids: http://invention.smithsonian.org/resources/archives_findingaids.aspx

Noteworthy collections:

- The NMAH Library American Trade Literature Collection (bulk 1880-1945). 300,000 historical trade catalogs, representing 30,000 companies.
Predominantly American-manufactured products for industry, agriculture, business, and decorative arts, collection includes product catalogs, technical manuals, advertising brochures, price lists, and company histories. Researchers use the collection to understand America's technological and business heritage, learn about product manufacturers, the status of various manufactured items, their intended uses, and to establish manufacture dates.
- World's Fairs Collection (1850s-WWI).
Collection of published international exposition and world's fair materials is strongest from the early fairs (mid-19th century) until the First World War. The collection is microfilmed, and researchers can consult items onsite.

- The Aladdin Company Records (1889–2002). 50 lin. ft.
The company started in 1907 as a manufacturer of kerosene lamps. In 1912, company founder Victor S. Johnson invented and patented an improved gas mantle for the lamps. The lamps caught on and were very successful. Experience making insulated cooking dishes for the U.S. Army in World War I led Johnson to the development of the first thermos bottle in 1919. In 1950 the company produced its first illustrated school lunchboxes. They were very popular and Aladdin continually expanded its product line. Over time it made improvements with new materials, in addition to changing the subjects of its lunchboxes according to popular taste. The company went out of business in 2002.
- The Anglo-American Telegraph Company Records. 14 cu. ft.
The company was organized in 1865 as a joint British-American venture to lay an Atlantic telegraph cable. After three previous failed attempts by other telegraph companies, Anglo-American Telegraph Company successfully laid and operated the first transatlantic cable in 1866. The company operated cables until 1912, when they were leased to Western Union. The collection contains records relating to the organization of the company; corporate records, including two volumes of the company's acts, charters, contracts and agreements, 1862–1883; minutes of board meetings relating to various topics, including agreements between the company and other telegraph companies such as Western Union Telegraph concerning sales of property, details of transactions or purchases undertaken by the company; and financial records consisting of nine volumes of journals showing monthly records of receipts, 1866–1912, nineteen volumes of ledgers of detailed financial information, 1866–1912; and nine volumes of cash books of the financial transactions of the company, 1904–early 1941.
- S. Joseph Begun Papers (1888–2000; bulk, 1927–1995). 21 lin. ft.
Semi Joseph Begun was a pioneer in magnetic recording. The papers document Begun's professional career in the field of magnetic recording.
- Binney & Smith Inc. Records (1897–1998). 24 cu. ft.
Binney & Smith is the manufacturer of Crayola wax crayons, chalk, ink, paint, pigments, and Silly Putty. The company traces its beginning to 1864, when Joseph W. Binney (1836–1898) began a small chemical works in Peekskill, NY, called the Peekskill Chemical Co. When Joseph W. Binney retired, his nephew, C. Harold Smith (1860–1931) and his son, Edwin Binney (1866–1934),

formed a partnership in 1885, naming the company Binney & Smith. Their early products included red oxide pigment used in barn paint and carbon for black tires. In 1900, the company began producing slate school pencils in its Easton, PA, mill. Binney & Smith introduced the first white dustless blackboard chalk, and in 1903, the company produced the first box of eight crayons, which sold for a nickel. The word “Crayola” coined by Edwin Binney’s wife, Alice, comes from “craie,” the French word for chalk, and “ola,” from oleaginous, meaning oily or pertaining to oil. Binney & Smith acquired Silly Putty in 1977 and in 1984, the company became a subsidiary of Hallmark Cards, Inc. Products are still manufactured in Easton, PA (world headquarters), as well as England, Mexico, and Indonesia and are available in twelve languages. The collection documents twentieth century advertising, commercial packaging, commercial imagery, and retail merchandising. The collection contains newsletters, annual reports, research and development records, color charts, advertising materials, and product information, including catalogs and price lists.

- Brannock Device Company Records (1925-1998). 12 cu. ft.
Charles F. Brannock invented the Brannock Foot-Measuring Device in 1925. It soon became the shoe industry standard. Brannock was working as a salesman in the Park-Brannock shoe store, co-owned by his father Otis C. Brannock and Ernest N. Park, in Syracuse, New York when he saw the need for an improved foot-measuring device. The Brannock Device soon gained favor over size-sticks because it measured foot length and width at the same time. Additionally, it measured heel-to-ball length, a feature which aided in fitting heeled shoes. The collection contains correspondence, design drawings, and U.S. and foreign patents and trademarks, advertisements, product information, sales records, photographs, and a film strip documenting the invention, promotion, and sale of the Brannock foot-measuring device, as well as the concurrent development of the Park-Brannock Shoe Store.
- George H. Clark “Radioana” Collection (1880-1950). 220 cu. ft.
George Howard Clark began collecting material pertaining to radio in 1902. In July 1919, Clark joined the engineering staff of the Marconi Telegraph Company of America, which became part of the Radio Corporation of America (RCA) later the same year. He remained at RCA until he retired in 1946. Clark’s “radioana” collection records over half a century of the history of radio. It is particularly rich in biographical information on the men who developed the technical aspects of radio and the industry;

information on the inception, growth, and activities of radio companies, most notably the National Electric Signaling Company and RCA; and in photographs of all aspects of radioana. There is also information on broadcasting and on the early history of television. The collection contains correspondence, photographs, articles, clippings, drawings, blueprints, patents and patent specifications, sales literature, and technical literature.

- Computer Oral History Collection (1969-1973, 1977). 43 cu. ft. Cooperative project of the American Federation of Information Processing Societies and the Smithsonian Institution aiming to collect, document, house, and make available for research source material surrounding the development of the computer. Started in 1967, the project collected taped oral interviews with scientists, mathematicians, engineers, physicists, and businessmen who were significant in the development of the computer, along with supplemental written documentation.
- Eisler Engineering Company Records (1885-1988; bulk, 1920-1950s). 30 cu. ft. Records document Charles Eisler, a Hungarian immigrant who was a skilled mechanic and engineer and his company, Eisler Engineering Company of Newark, New Jersey, which manufactured equipment for producing electric lamps, television and radio tubes, welding equipment, and laboratory equipment.
- Gerber Scientific Instrument Company Records (1911-1998). 65 cu. ft. Records document the Gerber Scientific Instrument Company and its four subsidiaries: Gerber Garment Technology, Inc., Gerber Scientific Products, Inc., Gerber Systems Corp., and Gerber Optical, Inc. Gerber Scientific designs, develops, manufactures, markets and services computer aided design and computer aided CAD/CAM systems. Collection includes photographs, videotapes and one film, correspondence, memoranda, product literature, trade literature, patent records, instruction manuals, proposals, engineering records, photographs, technical reports, drawings, press releases, and newspaper clippings.
- William J. Hammer Collection (ca. 1874-1935, 1955-1957). 23 cu. ft. William Joseph Hammer was a consulting electrical engineer who, in December 1879, went to work as a laboratory assistant to Thomas Edison at Menlo Park, New Jersey. Hammer assisted in experiments on the telephone, phonograph, electric railway, ore separator, electric lighting, and other developing inventions.

However, he worked primarily on the incandescent electric lamp and was put in charge of tests and records on that device. In 1880, he was appointed Chief Engineer of the Edison Lamp Works. In 1884, Hammer took charge of some of Edison's exhibits, including Edison's personal exhibit, at the International Electrical Exhibition held under the authority of the Franklin Institute in Philadelphia, marking the beginnings of his Historical Collection of Incandescent Electrical Lamps. Between 1922 and 1928, Hammer intensified his efforts in collecting and organizing autographed portraits of eminent scientific men, a project he had been working on for over forty-five years.

- **Nordic Ware Records (1940-2006).** 28 cu. ft.
Records of a family-owned manufacturing firm, best known for kitchenware products including the Bundt Pan and Micro-Go-Round. The collection richly documents the entrepreneurial spirit of the Minnesota firm and its history of product innovation through technical files, marketing materials, and administrative and financial records.

39. National Public Radio

635 Massachusetts Ave., NW
Washington, DC 20001

Phone: (202) 513-2355

E-mail: Isotobarra@npr.org

Website: npr.org

Hours: Not open to the public.

Contact person:

Laura Soto-Barra, Senior Librarian: (202) 513-2355; Isotobarra@npr.org

Overview: NPR's own content is archived from 1971 to present.

40. World Bank Group Archives

1818 H Street NW
MC C3-120, MSN: MC C3-302
Washington, DC 20433

Phone: (202) 473-2842

Fax: (202) 522-2761

E-mail: archives@worldbank.org

Website: <http://go.worldbank.org/GGMLF575So>

Archives Research Registration Form (req'd): <http://go.worldbank.org/IM4SVo7ZAo>

Hours: M-F 9 am-5 pm; Archives Reading Room, 10 am-4:30 pm

Contact:

World Bank Group Archives Reference and Research Services Desk: (202) 473-2842; archives@worldbank.org

Publications: see website

Finding aids: ISAD(G) Fonds Level Descriptions:

<http://go.worldbank.org/16GEPD9NDo>;

Guide to the World Bank Group Archives—1946-1986:

<http://go.worldbank.org/W7PXDMOI5o>

FLORIDA

Orlando, FL

41. University of Central Florida

Special Collections & University Archives
4000 Central Florida Blvd., Bldg 2
Orlando, FL 32816

Mailing address:
Special Collections & University Archives
UCF Libraries
P.O. Box 162666
Orlando, FL 32816-2666

Phone: (407) 823-2576

E-mail: speccoll@mail.ucf.edu

Website: <http://library.ucf.edu/SpecialCollections/>

Hours: M-F 9 am–1 pm, or by appt.

Contact person:

April Karlene Anderson, Senior Archivist: (407) 823-0482; akanders@mail.ucf.edu

Overview:

The University of Central Florida Special Collections Manuscript collections contain unique and original personal papers and organizational papers that document local history, Florida history, travel and tourism, and many other topics.

Noteworthy collections:

- Carey Hand Funeral Home Records (1891–1952). 22 lin. ft.
During the first half of the twentieth century, the Carey Hand Funeral Home was the largest in Central Florida, the first funeral home in Florida to have a chapel, and housed the first crematorium built south of Cincinnati and Washington, DC. Records include Undertaker's Memoranda for June 1891–December 1946, Funeral Registers for January 1919–December 1952, Cremation Records for 1926–1949, records for the Palm and Greenwood Cemeteries ca. 1900–1944, and Veterans' and Orlando Air Base Records January for 1938–March 1952, as well as other materials

relating to the operations of the Orlando mortuary business. For information on using these records for genealogical research, please contact Special Collections.

- Lou Frey Papers (1947–2006). 28 lin. ft.
Includes correspondence, photographs, campaign materials, articles, minutes, printed government documents, framed materials, videocassette tapes, and artifacts that document Lou Frey's life of public service. In the 1960s, he served the Orange County Young Republicans in several capacities and finally as president of the organization. Florida's Republican Party benefited from his expertise as General Counsel of the Florida Federation of Young Republicans and Treasurer of the Republican Party in Florida. Frey served ten years as a Congressional Representative for Central Florida from 1969–1979, which includes the time of the Watergate scandal. During his tenure, he served on the House Interstate and Foreign Commerce Committee, House Science and Technology Committee, the Republican Committee on Committees, and the Republican Research Committee. Since then, Frey has served on the Florida Energy Commission and the Millennial Housing Commission.
- George and Anne Millay Collection (1964–2003). 20 lin. ft.
The Father of the waterpark, George Millay founded both SeaWorld and Wet 'n Wild. He and his wife Anne collected correspondence, reports, shareholder information, marketing materials, planning documents, memorabilia, and framed items about SeaWorld and Wet 'n Wild.
- Harrison "Buzz" Price Papers (1956–2003). 102 lin. ft.
Price founded ERA, a consulting company in economics in 1959, going on to work with many in the travel, tourism and entertainment industry. Price located Disney World in Central Florida 1963, and wrote a Universal Tour feasibility analysis in 1964. The papers contain economic research and preliminary plan reports on a variety of travel, tourism, and attraction projects conducted between 1955 and 2003.

Tallahassee, FL

42. Florida State University

Special Collections
Robert Manning Strozier Library
116 Honors Way
Tallahassee, FL 32306-2047

Phone: (850) 644-3271

Fax: (850) 644-1221

Website: <http://www.fsu.edu/~speccoll/>

Hours: M-Th 10 am-6 pm; F 10 am-3 pm, or by appt.

Contact persons:

Lucia Patrick, Department Head: (850) 644-6167; lpatrick@fsu.edu

Bill Modrow: (850) 644-1967

Noteworthy collections:

- The German-American Lumber Company Records (1887-1927, inclusive). 163.36 lin. ft.
Organized in 1901 by Frederick Julius Schreyer of Bremen, Germany, J. R. Saunders, and B.P. Jones. They began the operation with \$100,000 in capital, and the main office in Pensacola, FL. In 1906, Millville, FL, was made the site of operations. From 1907-1909, the company erected a new mill and expanded its business. Railroad tracks were laid and a locomotive purchased some time later. In 1913, the company's partners were Schreyer, Samuel J. Carpenter, and Mark L. Fleishel. About this time, the German-American Lumber Company absorbed several bankrupt companies. The St. Andrews Lumber Company was one such firm, and its papers are included in the collection. During World War I, pro-German literature and guns were found at the mill, and in 1917, the Office of the United States Alien Property Custodian seized the mill. It was then renamed the American Lumber Company—popularly known in Bay County, FL, as ALCO. In 1919, it was bought by Minor C. Keith and Walter C. Sherman and renamed the St. Andrews Bay Lumber Company. During the mid-1920s, the company was sold and became the Sherman Lumber Company. Because of timber depletion in the forests, the Millville mill closed in 1930 and burned on March 22, 1931. In addition to documenting the history and operations of The

German-American Lumber Company, this collection has significant historical value to researchers studying the southern pine lumber and shipbuilding industry, the timber resources of northern Florida, and lumber marketing. The records are arranged in five series: (1) Correspondence, 1890-1920; (2) Financial Records, 1887-1927; (3) Legal Records, 1901-1919; (4) Personnel Records, 1902-1919; and (5) Blueprints and Drawings, 1899-1919.

- West Yellow Pine Company Records (1855-1916; bulk, 1900-1916). 55 lin. ft.

Includes correspondence, letterpress books, time books, invoices, account records, lumber orders, lumber reports, and railway waybills. The collection also includes the records of the Madison Southern Railway, owned by the West Yellow Pine Company.

- Haynes v. Shoney's Papers (1959-1997; bulk, 1990-1994). 415 lin. ft.

Documents the largest racial discrimination class-action suit against a private employer in the history of civil rights law. The collection has significant historical and research value for American legal history and civil rights scholars. Some of the noteworthy topics include the admissibility of prior discrimination as evidence, adverse witnesses, affirmative action, allegations of recent discrimination, class certification, defendants' contacts with plaintiffs' witnesses and clients, deceased claimants' notes, destruction of evidence, jury selection, Raymond Danner's claim to fight race discrimination, and the Southern Christian Leadership Conference covenant with Shoney's, in which the corporation promised that it would do business with minority-owned firms and target management jobs and franchise ownership opportunities for African Americans. Among the materials included are all court pleadings and filings in the case, affidavits and declarations, challenges, consent decrees, correspondence, depositions, discovery documents, expert witness files, interrogatories, investigative files, newspaper and magazine articles, notebooks, orders, policies, press releases, questionnaires, reports, research materials, right-to-sue requests, settlement documents, shopper reports, surveys, visitation reports, and the deposition transcripts of over 150 witnesses who document the history of the alleged discrimination of Shoney's, Inc., and Ray Danner.

- Warren Fish Company Records (1869-1947; bulk, 1899-1920). 107 lin. ft.

Accounting journals, cash books, cash journals, checkbook stubs, daybooks, delivery records, fish checkbook stubs, fish sales, fish

journals, fish receipt books, ship account books, ship supply transfer records, trial balances, and details on various accounts held by the Baylen Street Wharf Company, which was later absorbed by the Warren Fish Company.

Tampa, FL

43. University of Southern Florida Libraries

Special Collections
4202 E. Fowler Avenue, 4th floor, LIB 122
Tampa, FL 33620

Phone: (813) 974-2731

Fax: (813) 396-9006

E-mail: spcinfo@lib.usf.edu

Website: <http://www.lib.usf.edu/public/index.cfm?Pg=SpecialCollections12345>

Hours: M-F 9 am–6 pm

Overview:

USF Tampa Library Special & Digital Collections Department collects, preserves, and provides access to significant collections of Floridiana, archival and manuscript materials, nineteenth-century American imprints, children's literature, rare books, science fiction, sheet music, and Holocaust and genocide studies in physical and digital formats for use by students, faculty, and the general public. The Floridiana Collection contains monographs, maps, manuscripts, photographs, printed ephemera and realia relating to Florida's history and culture, especially the Tampa Bay region. Particular strengths include Ybor City's immigrant experience and cigar art and artifacts, such as original lithographers' stones, progressive books, and labels.

Noteworthy collections:

- **Tampa Cigar Industry and Art Collection**
The cigar industry's pivotal role in the development of early Tampa makes collecting, preserving, and researching cigar and cigar box realia and ephemera an important focal point for Special Collections. The department's near-complete run of the *Tobacco Leaf* industry journal and its collection of lithographic cigar box labels represent an important aspect of American culture and Floridiana.

- USF Libraries' Oral History Program

Active oral history program includes interviews, workshops, and outreach. Records, collects, and preserves individual and community memory for future generations. These oral histories offer valuable information that furthers knowledge of social, cultural, historical, political, and economic activities in the Tampa Bay area and beyond. Topics include the citrus industry, land use, cruises, rodeos and carnivals. Since 1997, the program has collected more than 500 interviews on topics ranging from history and culture to the university's establishment. In keeping with USF's vision for becoming a world-class research library, it has fostered the creation of unique resources, including digital initiatives. Complete interview transcripts, in addition to the audio, are available on the USF Libraries' website: www.lib.usf.edu.

GEORGIA

Atlanta, GA

44. Delta Air Transport Heritage Museum

P.O. Box 20585
Dept. 914
Atlanta, GA 30320-2585

Phone: (404) 715-7886

Fax: (404) 715-2037

E-mail: MuseumArchives.delta@delta.com

Website: www.deltamuseum.org

Hours: M-Th 10 am-4:00 pm, appt. required

Contact person:

Marie Force, Archives Manager: (404) 714-2371; marie.force@delta.com

Overview:

Corporate collections include Delta Air Lines administrative, financial, legal, marketing, technical operations and public relations files, related to crop dusting activity (1924-1966), and passenger service (1929-present). Also records from airlines affiliated with Delta through mergers and route acquisitions: Chicago & Southern (C&S) Airlines, Western Airlines, Northeast Airlines, Northwest Airlines and limited Pan Am records and artifacts. Extensive holdings of photographic materials, flight schedules, uniforms, and passenger service equipment. Total volume: 11,000 cu. ft. Inclusive dates: 1924-present; bulk, 1941-1990.

Noteworthy collections:

- Huff Daland Dusters Records (1922-1930). 1.5 cu. ft. (3 legal document cases).
Charter and sale documents, advertisements, bulletins, clippings, correspondence, financial records, inventories, legal documents, maintenance records, reports and miscellaneous items from Huff Daland Dusters, Inc., the world's first crop-dusting company, established in 1924 in Macon, GA, and relocated to Monroe, LA, in 1925. Dusting operations spread from the Mississippi Delta region to North Carolina, Arkansas, Texas, and California by 1927. Within a few years, the company was operating more than twenty

aircraft, the largest private aerial fleet in the world. International dusting operations began in Mexico in 1925, and Peru in 1927. In 1928, a group of investors purchased the dusting company, named it Delta Air Service, and began passenger operations in 1929.

- Delta Air Service Records (1928–1931). 1 cu. ft. (2 legal document cases)

Charter documents, Board of Director meeting minutes, advertisements, bulletins (published entomology reports and bulletins), clippings, correspondence, financial records, flight records, maintenance records, publications, and miscellaneous items. The bulk of the collection is contained within the correspondence. On November 18, 1928, C. E. Woolman, Travis Oliver, and a planter named D. Y. Smith organized a new crop-dusting company from the former Huff Daland Dusters division. Called Delta Air Service—the name suggested by Catherine FitzGerald after the Mississippi Delta region the company served. Delta Air Service was incorporated on December 3, 1928, with Woolman as first vice president, Harold Harris as second vice president and Oliver as treasurer. Passenger operations began June 17, 1929, from Dallas, TX, to Jackson, MS.

45. Emory University

Goizueta Business Library
Robert W. Woodruff Library
Emory University
540 Asbury Circle
Atlanta, GA 30322

Phone: (404) 727-0177

Fax: (404) 727-1012

Website: www.business.library.emory.edu

Hours: M-F 9 am–5 pm, appt. recommended

Contact person:

Susan Klopper, Executive Director: susan_klopper@bus.emory.edu

Overview:

Emory Libraries has over 2.5 million print volumes. About 70,000 titles in the collection are directly related to the curriculum and research of the Goizueta Business School, with many multi-disciplinary topics incorporated into the General Libraries collections. The Goizueta Business School community has access to over seventy

business-focused databases, while also benefiting from access to over 200 additional databases available to the larger Emory campus. Total volume: Over 2.5 million print vols.

Use the online catalog EUCLID to browse both print and electronic collections and Databases to access the Business Library's collection of databases.

Savannah, GA

46. Georgia Historical Society

501 Whitaker Street
Savannah, GA 31401

Phone: Main: (912) 651-2125; Library: (912) 651-2128

Fax: (912) 651-2831

E-mail: library@georgiahistory.com

Website: www.georgiahistory.com

Hours: Tu-F 12 pm-5 pm; Sat 10 am-5 pm

Contact person:

Nora Lewis, Director of the Library and Archives: (912) 651-2125; library@georgiahistory.com

Conferences and other programs: Profiles in Leadership; Georgia Days; educational programming for students; lecture series for the community

Publications:

The Georgia Historical Quarterly, a scholarly publication featuring articles, book reviews, photo essays, and edited primary materials related to Georgia history.

Georgia History Today, a popular history newsmagazine dedicated to examining the ongoing presence of the past. *Georgia History Today* explores efforts underway around the state to promote history, including articles on some of the fascinating documents and artifacts in our collection, historic sites, new books being published, and the programs and activities of our affiliates throughout Georgia. It also focuses on the many Georgians who are making a difference in how history is preserved and taught, both through their time and their resources.

Finding aids: Available electronically upon request and are available to researchers in GHS library and archives. Brief descriptions of collections are also available by searching GHS's online catalog at: <http://69.63.217.9/g92002Staff/opac/>

Published information on archival holdings: *Collections of the Georgia Historical Society* (20 vols.)

Overview:

Within the library and archives is preserved an unparalleled collection of Georgia history, including more than 4 million manuscripts, 100,000 photographs, 30,000 architectural drawings, 15,000 rare and non-rare books, and thousands of maps, portraits, and artifacts. The Georgia Historical Society's vast collection includes such treasures as an original draft of the U.S. Constitution, one of only a handful in existence; a compass and snuff box belonging to Georgia founder James Oglethorpe; records related to the Cherokee Removal and Trail of Tears of 1836; and the correspondence of national figures such as U.S. presidents Thomas Jefferson and Andrew Jackson, Confederate General Robert E. Lee, and Girl Scout founder Juliette Gordon Low. Inclusive dates: 1730s-2008; bulk, 1730s-1900.

Noteworthy collections:

- MS 1362, Central of Georgia Railway Company Records (1838-1967). 192 cu. ft.

Records of the Central of Georgia Railway, including records of smaller railways incorporated into the Central of Georgia Railway Company. The collection contains records such as stockholder lists, financial statements, registers, reports, correspondence, photographs, operating agreements, maps, minute books, letter books, papers of the president of the company, contracts and agreements, and other financial and executive materials.

The collection contains 53 series: Accounting department, 1839-1962; Agricultural department, 1912-1948; Engineering department, 1833-1963; Executive department, 1838-1967; Hospital department, 1907-1957; Land and Tax department, 1835-1963; Public Relations department, 1856-1963; Traffic department, 1897-1944; Albany Passenger Terminal Company records, 1910-1971; Atlanta and West Point Railroad Company records, 1915-1950; Atlanta Terminal Company records, 1917; Atlantic Coast Line Railroad Company records, 1926; Augusta and Savannah Railroad Company records, 1849-1953; Augusta Union Station Company records, 1901-1904; Brinson Railroad Company records, 1906-1917; Central Railroad and Banking Company of Georgia records, 1837-1948; Chatham Terminal Company records,

1951-1957; Chattahoochee and Gulf Railroad Company records, 1899-1903; Columbus and Rome Railway Company records, 1883-1886; Columbus and Western Railway Company records, 1887; Crossgate Homes, Incorporated records, 1942-1965; Dublin and Wrightsville Railroad records, 1884-1886; Eatonton Branch Railroad Company records, 1865-1895; Empire Land Company records, 1905-1970; Georgia Export and Import Company records, 1897-1917; Gordon Press records, 1873-1917; Greenville and Newnan Railway Company records, 1905-1908; Louisville and Wadley Railway Company records, 1879-1961; Macon Terminal Company records, 1914-1954; Macon and Western Railroad Company records, 1846-1873; Middle Georgia and Atlantic Railroad records, 1889-1891; Midland Properties Company records, 1924-1969; Mobile and Girard Railroad Company records, 1856-1901; New England and Savannah Steamship Company records, 1893-1913; Ocean Steamship Company of Savannah records, 1874-1970; Oconee and Western Railroad Company records, 1893-1898; Port Wentworth Corporation records, 1934-1969; Savannah and Atlanta Railway Company records, 1938-1969; Savannah and Atlantic Railway Company records, 1890; Savannah and Tybee Railway records, 1887-1888; Savannah, Dublin, and Western Short Line Railroad records, 1885-1888; Savannah and Ogeechee Canal Company records, 1826-1915; Short Lines Motor Transport Company records, 1928-1933; Stillmore Air Line Railway Company records, 1892-1906; Sylvania Central Railway Company records, 1918-1954; Terminal Development Company records, 1957-1964; Tunnel Coal Company records, 1902-1909; United States Construction and Improvement Company records, 1875-1887; Upson County Railway Company records, 1860-1913; Wadley and Mount Vernon railroad records, 1890-1906; Wadley Southern Railway Company records, 1906-1962; Western Railway of Alabama records, 1930-1955; Wrightsville and Tennille Railroad Company records, 1883-1971.

HAWAII

Captain Hook, HI

47. Kona Historical Society

P.O. Box 398
Captain Cook, HI 96704.

Phone: (808) 323-3222

Fax: (808) 323-2398

E-mail: khs@ilhawaii.net

Website: <http://www.ilhawaii.net/~khs/>

Hours: 8 am-4 pm; Museum: 9 am-3 pm; appt. required to use archives

Overview:

Kona area business and agricultural records, including coffee, cattle, and Agricultural Experiment Station; Jean Greenwell papers; photos. Institution and collection founded in 1976.

Honolulu, HI

48. University of Hawaii at Manoa Library

Hawaiian Collection/Special Collections
2550 McCarthy Mall
Honolulu, HI 96822

Phone: (808) 956-8264

Fax: (808) 956-5968

E-mail: speccoll@hawaii.edu

Website: <http://library.manoa.hawaii.edu/departments/hp/>

Hours: M-F 10 am-4:30 pm, with access to Plantation Archives by appt. only

Overview:

The Hawaiian and Pacific Collections are internationally recognized research collections. All formats, languages, subjects, eras, and levels of treatment are collected. Each collection also includes manuscripts and archives, such as Hawaiian Sugar Planters' Association (HSPA) Plantation Archives, Dole Corporation Archives, and Trust Territory of the Pacific Islands Archives. The Plantation

Archives holds business records from numerous sugar companies. The smallest collection, Apokaa Sugar, occupies one cu. foot; the largest, Puna Sugar, requires 287 cu. feet. Generally the record groups contain similar series of records, though they are not all present or complete for each company or time period.

Wailuku, HI

49. Maui Historical Society

2375-A Main Street
Wailuku, HI 96793

Phone: (808) 244-3326

Fax: (808) 244-3920

E-mail: baileyhousemuseum@clearwire.net

Website: www.mauimuseum.org

Hours: M-Th 10 am-12 pm; 1-3 pm; appt. preferred

Research center: Maui Historical Society/Bailey House Museum

Publications: Water of Kama, Index to The Maui News - 2 volumes, Cemetery Books, Maui Resource Guide

Finding aids: see website

Published information on archival holdings: see website

Waipahu, HI

50. Hawaii Plantation Village

94-695 Waipahu St.
Waipahu, HI 96797

Phone: (808) 677-0110

Fax: (808) 676-6727

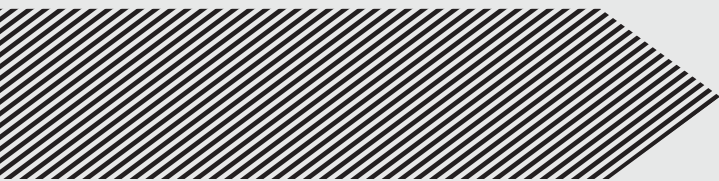
Website: <http://www.hawaiiplantationvillage.org/>

Hours: M-F 9 am-4:30 pm; Sat 10 am-4:30 pm, appt. required

Overview:

Plantation history from 1830s to 1950s on all islands, especially the Oahu Sugar Records. Includes documents, photographs, correspondence,

birth and death certificates, medical records, employee ledgers, scientific testings, daily routines relating to plantation lifestyle, and artifacts such as domestic implements.



Idaho- Michigan

IDAHO

Moscow, ID

51. University of Idaho Library

Special Collections
709 S Deakin Ave.
Moscow, ID 83843

Mailing address:
P.O. Box 442351
Rayburn Street
Moscow, ID 83844-2351 USA

Phone: (208) 885-7951

E-mail: libspec@uidaho.edu

Website: <http://www.lib.uidaho.edu/special-collections>

Hours: M-F 9:30 am-4:30 pm

Contact person:

Nathan Bender, Head of Special Collections & Archives: nbender@uidaho.edu

Finding aids: See a listing and finding aids at: <http://www.lib.uidaho.edu/special-collections/dayfindingaids.html>

Overview:

Special Collections and Archives is a department in the University of Idaho Library that specializes in the acquisition, preservation, and use of research materials that document the cultural and environmental history of Idaho and, to a lesser degree, that of surrounding states. The collections include personal papers of individuals and families; business archives of lumber, railroad, mining, and other companies; Idaho state publications; papers of government officials, educators, authors, and business people; records of organizations such as religious, fraternal, civic, and environmental associations; and similar groups. The collection formats include personal papers and archives, photographs, books, serials, reports, maps, blueprints, oral history interviews, and related items. Noteworthy Collections include those for more than 100 mining companies.

ILLINOIS

Chicago, IL

52. Chicago History Museum

Research Center
1601 North Clark Street
Chicago, IL 60614-6038

Phone: (312) 642-4600 (Museum)
Fax: (312) 266-2076 (Research Center)
E-mail: research@chicagohistory.org
Website: www.chicagohistory.org/research

Contact person:

Debbie Vaughan, Director of Research and Access and Chief Librarian: (312) 799-2030; Vaughan@chicagohistory.org

Research center: Chicago History Museum Research Center

Finding aids: Search online catalog ARCHIE, www.chsmedia.org

Published information on archival holdings: "Chicago Historical Society," by Ralph A. Pugh, in John Hoffmann, ed., *A Guide to the History of Illinois* (Santa Barbara: Greenwood Press, 1991).

Overview:

Published materials: 100,000 items, including books, periodicals, pamphlets, scrapbooks, maps, atlases, sheet music, theater programs, newspapers, city and telephone directories, building permits.

Prints and Photographs: 1.5 millions images of Chicago's people, streets, activities, events, and buildings, including 20,000 photos taken by the architectural photography firm Hedrich-Blessing. Two major digital collections consist of 55,000 images from the 1902-1933 *Chicago Daily News* and 1,000 Hedrich-Blessing photographs of buildings designed by Mies van der Rohe, Frank Lloyd Wright, Bertrand Goldberg, as well as photographs of the 1933 Century of Progress.

Archives and Manuscripts: Personal papers and institutional records from Chicagoans and Chicago institutions such as Claude A. Barnett, director of the Associated Negro Press; the Board of Lady Managers of the World's Columbian Exposition of 1893; the Brotherhood of Sleeping Car porters; Senator Paul H. Douglas; and

District 31 of the United Steelworkers of America. 22,000 lin. feet; 1,115 collections.

Architectural Drawings and Manuscripts: 250,000 drawings and 200 lin. feet of manuscripts from many of Chicago's major architecture firms such as Holabird & Roche/Holabird & Root, Harry Weese Associates, Alfred S. Alschuler, and Rapp & Rapp, as well as drawings of Graceland Cemetery.

Noteworthy collections:

Business-related organizations

- American Institute of Architects, Chicago Chapter records
- Better Business Bureau of Metropolitan Chicago records
- Building Owners and Managers Association records
- Chicago Association of Commerce and Industry records
- Commercial Club of Chicago records
- Illinois Manufacturers' Association records

Film industry

- Essanay Film Manufacturing Co. records
- John Rudolph Freuler papers

Fur trade

- American Fur Company records
- George William Lawe papers
- Menard family papers and business records

Labor unions

- Chicago Federation of Labor records
- Chicago Teachers' Federation records
- Chicago Teachers' Union records
- Chicago Typographical Union No. 16 records
- United Steelworkers of America, District 31 records and many others

Retailers

- Bes-Ben, Inc. records
- Carson Pirie Scott records
- Marshall Field & Company records (closed until processed)
- Montgomery Ward and Company records
- Wieboldt Stores and Mandel Brothers store records

Collections of note:

- Claude A. Barnett papers and Associated Negro Press records
- Hammond Organ Company records

53. University of Illinois at Chicago

Richard J. Daley Library
(M/C 234)
Special Collections & University Archives
Room 3-330
801 S. Morgan Street
Chicago, IL 60607

Phone: (312) 996-2742

E-mail: <http://library.uic.edu/home/services/ask-a-librarian>

Website: <http://www.uic.edu/depts/lib/specialcoll/manuscripts.shtml>

Hours: M, Tu, Th, F 10 am-4:30 pm; W 10 am-7 pm; 2nd and 4th Sat 12:30-4:30 pm

Contact person:

Peggy Glowacki, Archival Operations & Reference Specialist: (312) 996-2742

Overview:

The Richard J. Daley Special Collections Department houses collections of rare books, manuscripts, and photographs. The rare book collection includes books of permanent, historic, and research interest focusing primarily on the history of Chicago. The manuscript holdings consist of records of individuals and organizations important to the history of Chicago. Images of these individuals, organizations, and Chicago form the core of the photographs and digital images collection.

Noteworthy collections:

- Century of Progress Records (1927-1952). 555 lin. ft.
A Century of Progress International Exposition was held in Chicago during the summers of 1933 and 1934 to commemorate the incorporation of the city in 1833. Sponsors of the fair sought to broaden its appeal by adopting a theme of universal significance—the spectacular advances of science and technology during the period 1833-1933. Chicago, according to fair boosters, was “the only city of major importance whose entire life had been passed within this remarkable century, one in which the application of science to industry had brought profound changes in both the economic and cultural structure.” The exposition was to serve as the “dramatization of the progress of civilization during the hundred years of Chicago’s existence.”

INDIANA

Evansville, IN

54. University of Indiana

David L. Rice Library
University Archives and Special Collections
8600 University Boulevard
Evansville, IN 47712

Phone: (812) 464-8600

E-mail: <http://www.usi.edu/library/forms/reform.asp>

Website: <http://www.usi.edu/library/archives.asp>

Hours: M-F 8 am-12 pm; 1-4:30 pm

Contact persons:

Jennifer Greene, Reference/Archives Librarian: (812) 464-1832; jagreene@usi.edu

Deanna Engler, University Archives/Special Collections: (812) 465-1643; ddengler@usi.edu

Overview:

The University Archives and Special Collections (UASC) is committed to acquiring and preserving material about the development and the operations of the university. It has a secondary mission to preserve regional history, focusing on the southwestern region of Indiana. The department is dedicated to preserving and organizing materials for the purpose of research. The UASC accepts materials relating to the history and development of the University of Southern Indiana. The UASC evaluates personal collections if the materials are related to regional history, with historical importance due to content or persons. This may include but is not limited to personal papers, private library collections, photographs, oral histories with proper documentation, and family or business history from the area.

Noteworthy collections:

- Ruth Kishline - MSS #3. (1967-1989).
Patterns, Vogue pattern books, and framed advertisements for Ruth Kishline's Country Clothes Shop. Example items are 1950s

Vogue Patterns, 21 framed advertisements of Ruth Kishline's Country Clothes Shop, and fashion sketches from 1970.

- Mesker Steel Inc. - MSS #40. (1890-1910).
Contains catalogs of store fronts from the miscellaneous MSS box.
- Mead Johnson - MSS #41. (1950s-1990s).
Consists of a variety of product samples, annual reports, price lists, Dr. Mead Johnson speeches, and correspondences. Example items are Powder Protein Milk, Enfamil package, Rice Cereal, Cod Liver Oil, and Smurf Vitamins.
- Burch Plow Works, Inc. - MSS #76.
A history of the Burch and Blount companies - 1965, inventory of the Burch, Inc. archival records, biographical notes, Burch and Blount families Xerox copies, Blount Co. Catalog No.73, supplement to Evansville Courier and Press - August 15, 1965, and various clippings from 1977-1978. There are also five photographs from 1900, 1917, and undated ones. Example items are: Blount Plow Workers Evansville, IN, no. 73 catalog, black and white photograph of May Day employees' dinner, May 1, 1917, and a black and white photograph of Blount riding cultivator attached to earliest marketed tractor in the early 1900s.
- Indiana Furniture Co. - MSS #103. (1883-1927).
Contains time books of cabinet makers, cabinet room, and varnishers. Example items are time book of varnishers from November 24, 1923-December 2, 1927, a notice sent to a customer before the opening of the Spring buying period of Samuel J. Shimer and Sons, Milton, PA, and a cabinet room time book from September 9, 1911-May 5, 1913.
- Evansville Shipyard - MSS #257
Contains an pictorial history of the Evansville Shipyard, shipyard data, and articles about the Evansville Shipyard. Example items are: Evansville Shipyard Launchings, Broom Raisings, Commissioning Data from June 1945 and an article from the *Chicago Sun* from January 29, 1944, about the Evansville Shipyard.
- Thomas Mueller - MSS #264
Contains glass plate negatives, silver nitrate flexi film negatives, and photographs. The photographs are of places in Evansville, IN; Henderson, KY; St. Meinrad, IN; Santa Claus, IN; Chicago, IL; Bloomington, IN; Lawrenceville, IL; Princeton, KY; Corydon, KY; Orleans, IN; Grayville, IL; Owensboro, KY; Bedford, IN; Boonville, IN; Mt. Carmel, IL; Holland, IN; Mt. Vernon, IN; Morganfield, KY; Carmi, IL; Rockport, IN; Lincoln City, IN; Gentryville, IN; Poole, KY; Mitchell, IN; Paducah, Ky; Bone Gap, IL; West Salem,

IL; Benton, IL; Owensville, IN; Loogootee, IN; Monroe City, IN; Hatfield, IN; Hawesville, KY; Stewartsville, IN; Troy, IN; Bicknell, IN; Grandview, IN; Cannelton, IN; Tell City, IN; Harrisburg, IL; Petersburg, IN; Newburgh, IN; Fairfield, IL; Poseyville, IN; Princeton, IN; Elberfeld, IN; St. Anthony, IN; Otwell, IN; McLeansboro, IL; Madisonville, KY, Ft. Branch, IN; Henderson, KY; Providence, KY; Jasper, IN; Albion, IL; Wadesville, IN; Crossville, IL; New Harmony, IN; Louisville, KY; Memphis, TN; New Orleans, LA; and Nashville, TN. Examples of some photographs are: Chrysler Plant in Evansville, IN aerial view, Flood refugees at Chrysler Plant in Evansville, IN, and Man in boat in floodwater in Evansville, IN.

Terre Haute, IN

55. Indiana State University

Cunningham Memorial Library, Special Collections
510 North 6 1/2 Street
Terre Haute, IN 47809

Phone: (812) 237-2580

E-mail: <http://library.indstate.edu/tools/questions/>

Website: <http://library.indstate.edu/about/units/rbcs/index.html#Collections>

Hours: M-F 8 am-4:30 pm

Contact person:

Dennis Vetrovec: (812) 237-2610; Dennis.Vetrovec@indstate.edu

Overview:

The Special Collections Department contains books, manuscripts, pamphlets, prints, photographs, maps, and memorabilia housed in thirteen major collections and several repositories.

Noteworthy collections:

- The Eugene Debs Collection. 5,425 items. See <http://library.indstate.edu/about/units/rbcs/debs/debs-idx.html> for full details. Contains correspondence and memorabilia of the Debs family, and over 1,500 monographs on politics and socialism. Especially strong in socialist newspaper clippings and documenting the U.S. government surveillance of Debs.

West Lafayette, IN

56. Purdue University Libraries

Archives and Special Collections
504 W. State Street
West Lafayette, IN 47907-2058

Phone: (765) 494-2839

Fax: (765) 494-2810

E-mail: spcoll@purdue.edu

Website: <http://www.lib.purdue.edu/spcol/>

Hours: M-F 9 am-4:30 pm

Contact persons:

Sammie L. Morris, Head of Archives and Special Collections: (765) 494-2905;
morris18@purdue.edu

Research center: Center Name: Virginia Kelly Karnes Archives and Special Collections

Finding aids: Available in Archon: <http://www4.lib.purdue.edu/archon/>

Published information on archival holdings: <http://www4.lib.purdue.edu/archon/>

Overview:

Archives and Special Collections holds the university archives, manuscripts and personal papers, photographs, and rare books owned by the University Libraries. 4,000 lin. ft. of archives, photographs, and manuscripts; 75,000 vols. of books and other publications from 1450-2009; bulk, 1850-1980.

The history of Purdue University is well documented in the University Archives, which includes Purdue University publications such as yearbooks, annual reports, newsletters and periodicals, photographs, newspapers, and unique archival materials documenting the growth and changes to the university over time.

Highlights of the manuscripts and personal papers include the papers of aviator Amelia Earhart, astronauts Neil Armstrong and Janice Voss, Nobel Prize-winning chemist Herbert C. Brown, time and motion study pioneers Frank and Lillian Gilbreth, Pulitzer Prize-winning cartoonist John T. McCutcheon, authors George Ade

and Charles Major, typographer and book designer Bruce Rogers, and papers of university founder John Purdue.

Significant rare book collections include the Krannert Special Collection on the history of business, economics, and politics; the William Freeman Myrick Goss Library of the history of engineering, science, industry, and transportation, with a special emphasis on the history of railroads; and the M. G. Mellon Library of Chemistry, which includes the books and papers of professor Melvin Guy Mellon, a renowned professor of chemistry at Purdue who collected early teachings of chemistry. Another significant rare book collection is the Limited Editions Club books, which feature fine printing and bindings. The personal libraries of Bruce Rogers, George Ade, and Charles Major are also included among the rare book collections.

Noteworthy collections:

- The George Palmer Putnam Collection of Amelia Earhart Papers (1785-1948). 16.5 lin. ft.
Correspondence, photographs, creative writings, printed material, scrapbooks, personal belongings, and ephemera relating to the life and career of aviator Amelia Earhart.
- Neil A. Armstrong Papers (1942-2004). 6 lin. ft.
Correspondence, mission documents, and engineering textbooks of this astronaut and first man to walk on the moon.
- Herbert C. Brown Papers (1928-2005). 360 lin. ft.
Professional papers, personal papers, publications, correspondence, research records, photographs, awards, and memorabilia documenting the life of Herbert C. Brown, winner of the 1979 Nobel Prize for Chemistry and former Purdue University professor.
- Frank and Lillian Gilbreth Papers (1906-1968). 176 lin. ft.
Document the professional and personal lives of Frank and Lillian Gilbreth, pioneers in time and motion study. The collection consists of personal papers, letters, correspondence, photographs, and other memorabilia. The Gilbreth Library of Management documents their research in the fields of time and motion study. Commonly referred to as the N-file, the collection covers the Gilbreths' quest to find "The One Best Way" in job performance, worker satisfaction, efficient office management, and home economics. Company files in the collection include New England Butt Company, Regal Shoe Company, Remington Typewriter Company,

Sears & Roebuck, National Cash Register, Pierce Arrow, Eastman Kodak, Lever Brothers, and Cluett Peabody & Company. A small portion of the collection covers the Gilbreths' family life and Frank's army career during World War I.

- John T. McCutcheon Cartoons and Drawings (1903-1945). 42 oversized boxes with 1,100 cartoons.
Cartoons, drawings and sketches created by John T. McCutcheon, Pulitzer Prize-winning cartoonist.
- Bruce Rogers Papers (1889-1957). 3.5 lin. ft.
Correspondence, examples of creative works, photographs and ephemera relating to the life and career of typographer and book designer Bruce Rogers. In addition to the papers, the libraries own Bruce Rogers's personal library, known as the Anna Embree Baker Library after his wife. This library includes books designed by Rogers as well as books for which he created the typeface or books he collected on typography and fine printing.
- George Ade Papers (1878-2007). 30 lin. ft.
Original writings and manuscripts, personal correspondence, speeches, photographic materials, and artifacts documenting the life and career of author, humorist, and playwright George Ade. The libraries also own his personal library with books by him and those he collected.
- Charles and Alice Shaw Major Papers (1847-1949). 51.5 lin. ft.
Documents the personal and professional lives of Charles and Alice Major. The papers consist of author Charles Major's literary works, materials from various theatrical productions, poetry, and materials from Major's law career. The Majors' personal lives are represented by the materials collected by Alice Shaw Major including household accounts, family mementos, and memorabilia from their many travels. Types of materials include correspondence, printed material, diaries, photographs, programs, manuscripts, theatrical scripts, receipts, and ephemera. The libraries also own his personal library with books by him and those he collected.
- Charles A. Ellis Papers (1911-1946). 1 lin. ft.
Documents the professional career of structural engineer Charles A. Ellis. Types of materials in the collection include correspondence, writings, printed material, photographs, organization chart, financial estimates, and information on professional achievements. Although some biographical information and a small number of personal photographs are included in the collection, the papers primarily document Ellis's involvement in designing the Golden Gate Bridge in San Francisco.

- Krannert Special Collection (1502-1970). 8,000 vols.
Includes rare books pertaining to economics, business, and political topics. The cornerstone of the collection is Adam Smith's *Wealth of Nations*, published in 1776 and in its original binding. The collection includes works of many of the world's great economists and political leaders.
- William Freeman Myrick Goss Library of the History of Engineering (1550-present). Ca. 7,000 vols.
Includes rare books collected by Purdue University's first dean of engineering, William Freeman Myrick Goss, as well as gifts collected over the years. The focus is on science, engineering, and industry, promoting a broader interest in progressive engineering sciences. Strengths include rare works on railroads and locomotives, aviation, canals, and other modes of transportation, as well as rare works on mining and metallurgy.
- M. G. Mellon Library of Chemistry (1700s-1900s). 1,000 vols.
Contains rare books on the early teachings of chemistry, including the complete works of Lavoisier, the founding father of modern chemistry. Another notable set are four editions of *Conversations in Chemistry* (1809), the first textbook to use problem-based learning in chemistry instruction. Included are the papers, research awards, and autobiography of Melvin Guy Mellon, a renowned professor of chemistry at Purdue University.
- Limited Editions Club Books (1930s-present). 630 vols.
Based on the premise that distinguished literary works were worthy of the best typographic treatment possible, George Macy founded the Limited Editions Club in 1929. By capturing the beauty and integrity of the literary classics, the books appeal to bibliophiles and book collectors. The Limited Editions Club provides deluxe editions issued in numbered series, beginning with the First Series, which was issued from October 1929 through September 1930. Each title is issued in a limited edition run and comes with its own slipcase; almost all of the volumes include fine illustrations and bindings and are signed by the illustrator or the author.
- The Bitting Glass Collection (1612-1968). 200 vols.
Includes rare books on the history and technology of glass and glass making. Dr. Arvill Wayne Bitting graduated from Purdue University in 1891 (B.S. Agriculture). From 1919-1922, he was research director for the Glass Container Corporation. He was director of food exhibits for the Century of Progress from 1931-1933, and the Golden Gate International Exposition in 1937. During his

affiliation with the Glass Container Corporation, he developed an interest in the history and technology of glass. The Bitting Collection includes his library on glass and glass making.

- The Bitting World Fairs and Expositions Collection (1867-1940). 100 vols.

Compiled by Dr. Arvill Wayne Bitting, who graduated from Purdue University in 1891 (B.S. Agriculture). During his travels and professional career, Dr. Bitting became fascinated by the various World Expositions and Fairs, and he began collecting books and materials documenting them. The books in this collection include both contemporary accounts and official reports, as well as guides published for the expositions themselves. The collection includes texts covering the Paris Universal Exposition (1867), the World's Columbian Exposition (Chicago, 1893), the Paris Universal Exposition (1900), the Louisiana Purchase Exposition (St. Louis, 1904), the Panama-Pacific International Exposition (San Francisco, 1915), the Sesquicentennial International Exposition (Philadelphia, 1926), and the New York World's Fair, 1939-1940.

IOWA

Ames, IA

57. Iowa State University

Special Collections Department
403 Parks Library
Iowa State University
Ames, IA 50011-2140

Phone: (515) 294-6672

Fax: (515) 294-5525

E-mail: archives@iastate.edu or spclref@iastate.edu

Website: <http://www.lib.iastate.edu/spcl/index.html>

Hours: M-F 8 am-5 pm or by appt.

Contact person:

Tanya Zanish-Belcher, Head, Special Coll. Dept.: (515) 294-6648: tzanish@iastate.edu

Overview:

Subject area concentrations emanate from major research/education areas conducted at Iowa State University. They are documented through the identification and selection of rare and unique documentary materials created and accumulated by Iowa State University and its members as well as from individuals and organizations external to the university. Agriculture is a primary subject area.

Noteworthy collections:

- Roswell Garst (1898-1977) Papers (1919-2005). 43 lin. ft. Iowa agriculturist, innovator, and founder of Garst and Thomas Hybrid Corn Company. Collection contains biographical materials, correspondence, news clippings, articles, and documents related to Garst's company and farms. Soviet Premier Nikita Khrushchev's 1959 visit to the Garst home in Coon Rapids is documented through correspondence, photographs, gifts, news clippings, and publications. There are also materials concerning trade transactions with the Soviet Union and Eastern Europe, and reports on grain production in South America and other regions of the world. Correspondents include John F. Kennedy, Henry A. Wallace, Walter Mondale, and members of the U.S. House of Representatives.

- Garst and Thomas Hybrid Corn Company Records (1933-1972). 100 lin. ft.
Hybrid seed corn company founded in Coon Rapids, IA, in 1931 by Roswell Garst and Charles W. Thomas. The Garsts bought out the Thomas partners in the business in 1982, renaming it the Garst Seed Company. The Garst Company was acquired in 1985 by the ICI Group, a chemical company with headquarters in the United Kingdom, and Garst Seed became ICI Seeds, Inc., in 1991. Collection includes correspondence and insurance, financial, and shipping records.
- Pioneer Hi-Bred International, Inc. Eastern Division Records (1937-1976). 59 lin. ft.
Established as the Hi-Bred Corn Company in Johnston, Iowa, in 1926 by Henry A. Wallace, then editor of *Wallaces Farmer*. Collection includes advertisements, contracts, correspondence, news clippings, publications, seed corn salesmen's accounts, and sales ledgers. Correspondents include John Airy, Raymond Baker, William L. Brown, David Garst, Jonathan Garst, Roswell Garst, Gordon McCleary, Owen Newlin, R. Wayne Skidmore, W. L. Thomas, Nelson Urban, James W. Wallace, and Robert J. Woods.
- Rath Packing Company Records (ca. 1900-1987). 300 lin. ft.
Meat packing company headquartered in Waterloo, IA, founded in 1891 by E. F. Rath. Records include public relations and advertising materials; employment and labor records, including payroll records and a large series of time-motion studies covering a number of years; photographs; films; and blueprints.
- Hugh H. Shepard, (1876-1970) Papers (1905-1962). 63 lin. ft.
Lawyer and businessman of Mason City, IA. Collection includes loan folders containing application forms and other papers on farm loans negotiated through the Shepard Abstract Company; and correspondence, some relating to the Jefferson Highway Association (1925-1928) and to the effort to pave highways in Iowa and the Midwest.

Iowa City, IA

58. University of Iowa State

Special Collections
100 Main Library
The University of Iowa
Iowa City, IA 52242-1420

Phone: (319) 335-5921

E-mail: <http://www.lib.uiowa.edu/spec-coll/services/E-mailreference.html>

Website: <http://www.lib.uiowa.edu/spec-coll/index.html>

Hours: M-Th 8:30 am-5:30 pm; F 8:30 am-5 pm

Contact person:

Sidney F. Huttner, Head: sid-huttner@uiowa.edu

Overview:

Special Collections holds 200,000 rare books range in age from the fifteenth century to newly created artists' books; over 800 manuscript collections, medieval to modern; 7,000 feet of records document university history. The department holds a number of collections directly related to businessmen and businesses that date from the late nineteenth century into the twentieth century. An effort in the 1960s to collect the historical records of Iowa businesses means that many of these collections are specific to Iowa. Records of businessmen include the papers of a number of people who went on to become politicians. Records of companies reflect a strong manufacturing industry in Iowa, and include the records of a locomotive manufacturer, an elevator company, a maker of moving image equipment, and a manufacturer of desks.

Noteworthy collections:

- W. J. Young And Company Records (1855-1914). 231 lin. ft. Comprehensive records of a lumber manufacturer.
- The Farmers' Grain Dealers Association Records (1914-1943). 31 lin. ft. Organized in 1904 as a regional grain marketing cooperative based in Des Moines, IA. Its function was to market grain for local country co-op elevators. By the mid-1940s it had acquired a soybean processing plant in Mason City, barge terminals and elevators in Muscatine and McGregor, elevators in Des Moines,

and more than 1000 railroad hopper cars. In 1979, FGDA changed its name to American Grain & Related Industries (AGRA).

- Dexter Company Records (1904-1954). 20 lin. ft.
Founded in 1894 in Dexter, IA, by R. D. Hunt and L. V. Gaines. This washing machine manufacturing company moved to Fairfield, IA, in 1904. In 1936, it entered into partnership with the Ohio firm that manufactured the Nash-Kelvinator. Philco purchased the Dexter Company in 1954, at which time the company had just begun to manufacture clothes dryers as well as washing machines.
- Davenport-Besler Corporation Records (1909-1955). 80 lin. ft.
In 1901, the W. W. Whitehead Company started manufacturing locomotives in Davenport, IA. These papers detail the business operations of the company, rather than the technical side of the business. There are minutes of the board of directors meetings 1927-1952, advertising materials, price lists, patent information, catalogs, letters and telegrams, tax information, employee records, job classification details, financial records, and other such matters that pertain to the operation of the business. There are scrapbooks with newspaper clippings about the plant and the people involved with it and there are some photographs.

KANSAS

Lawrence, KS

59. University of Kansas

Kenneth Spencer Research Library
Department of Special Collections
Lawrence, KS 66045-7616

Phone: (785) 864-4334

Fax: (785) 864-5803

E-mail: <http://www.lib.ku.edu/askalibrarian/>

Website: <http://spencer.lib.ku.edu/sc/additional.shtml>

Hours: M-F 9 am-5 pm; Sat 12-4 pm

Contact person:

Karen S. Cook, Special Collections Librarian: (785) 864-4334; kscook@ku.edu

Overview:

The Department of Special Collections contains a wide range of rare books and manuscripts. Its primary charge is the collection and preservation of original sources for use by students of the humanities, of the history of science, and of the history of the book. It presently holds about 250,000 volumes printed since the mid-fifteenth century and about 500,000 manuscripts dating from Antiquity to the present.

Noteworthy collections:

- **Howey Collection**
Established in 1978 in honor of the late Richard S. Howey, then Professor Emeritus of Economics, who was largely responsible for the building of the university's significant collections in economics and economic history, the Howey Collection is made up of printed books and periodicals from the eighteenth century through 1850. The collection broadens our long-standing interest in these subjects from Italy and Great Britain to include most major European countries and their overseas possessions. The department's holdings in economic history now include over 15,000 volumes of broadsides, acts, speeches, pamphlets, journals, and books. They include major works (for example, 53 editions and translations of Adam Smith's *The Wealth of Nations*)

and minor ones, famous writers and those so obscure that not even their names are known. Some indication of the remarkable strength of this collection can be gained by measuring it against the benchmark collection for this subject, the great Kress Library of Business and Economics at Harvard University—approximately 40 percent of the Howey holdings are not represented in that primary collection of economic history.

Manhattan, KS

60. Kansas State University

University Archives and Manuscripts
506 Hale Library
Manhattan, KS 66506-1200

Phone: (785) 532-7456

Fax: (785) 532-7415

E-mail: archives@k-state.edu

Website: <http://www.lib.k-state.edu/depts/spec/archives.html>

Hours: M-F 9 am-5 pm; advance notice req'd

Contact person:

Tony Crawford, University Archivist: (785) 532-7456; arcford@k-state.edu

Finding aids: <http://www.lib.ksu.edu/depts/spec/archives.html>

Overview:

The archives collect, preserve, and make available for reference use all non-current records of and about Kansas State University having permanent historical, legal, administrative or fiscal value. University records are defined as documents, manuscripts, publications, photographs, tape recordings, drawings, maps, microforms, or other documentary materials regardless of physical form or characteristics, bearing upon the activities and functions of the university or its employees. The archives also seek collections of manuscripts, photographs, and related material from individuals, organizations, and companies not associated with KSU which support the major academic departments and research activities of the institution.

Noteworthy collections:

- Alfalfa Lawn Farms Records (1911–1987). 57 lin. ft.
Ranching records and personal papers of Walter and Frances Lewis, Larned, KS.
- Dan D. Casement Papers (1853–1953). 17 lin. ft.
Ranching records of “Juniata,” Manhattan, KS, and personal papers of Casement, who had national reputation in agricultural, ranching, cattle, and quarter horse circles.
- Rogler Ranch, Records (ca. 1927–1985). 170 lin. ft.
Ranching records and personal papers of Wayne Rogler, Chase County, KS.

Topeka, KS**61. Kansas State Historical Society**

State Archives & Library
6425 SW 6th Avenue
Topeka, KS 66615-1099

Phone: (785) 272-8681 ext. 117

Fax: (785) 272-8682

E-mail: reference@kshs.org

Website: <http://www.kshs.org/research/index.htm>

Hours: Tu-Sat 9 am–4:30 pm

Contact person:

Nancy Sherbert: (785) 272-8681 ext. 303; nsherbert@kshs.org

Finding aids: <http://www.kshs.org/research/collections/documents/businessrecords/index.htm>

Overview:

The Kansas State Historical Society collects the unpublished records of businesses, associations, churches, clubs, and other organizations in Kansas and the surrounding region. The historical society holds over 4,200 cataloged manuscript collections totaling over 7,000 cu. feet of material. The manuscript collections are as varied as Kansas itself. Diaries cover many topics from the territorial to the modern periods including Native Americans, homesteading, agriculture, the military, immigrant colonies, and social life. Several collections document railroad expansion in the state. The files of

the Atchison, Topeka, and Santa Fe Railway and its predecessors are the largest. The records of the Kansas Town and Land Company, the land sales subsidiary of the Rock Island Railroad, are also available. Businesses are represented by the records of funeral homes, financial institutions, and retail stores.

Noteworthy collections:

- Leavenworth Depot & Railway Company (1887–1960). 40 lin. ft.
Created by several railroad companies to provide services and maintenance at the depot. Formed in 1887, the company remained active until 1960. The Leavenworth Depot and Railroad Company was organized in 1887 by the Missouri Pacific Railway Co.; the Union Pacific Railway Co.; the Chicago, Rock Island, and Pacific Railway Co.; the Kansas Central Railway Co.; the Kansas City, Wyandotte, and Northwestern Railway Co.; and the Leavenworth, Topeka, and Southwestern Railway Co. to operate a joint depot facility in Leavenworth, KS; active until approximately 1960. The company was only responsible for providing services and maintenance at the depot and divided costs and profits among member companies on a proportional basis. This collection includes minutes from board and stockholder meetings, correspondence, and financial records.

KENTUCKY

Berea, KY

62. Berea College

Hutchins Library
Special Collections and Archives
Southern Appalachian Archives
Berea, KY 40404

Phone: (859) 985-3262

E-mail: special_collections@berea.edu

Fax: (859) 985-3912

Website: <http://www.berea.edu/hutchinslibrary/specialcollections/default.asp>

Hours: M 10 am-12 pm; 1-5 pm; Tu, W 1-5 pm; F 10 am-12 pm; 1-5 pm

Contact person:

Shannon H. Wilson, Head of Special Collections: (859) 985-3259

Overview:

The Southern Appalachian Archives includes organizational records, personal papers, oral histories, and photographs that document the history and culture of the Southern Appalachian region.

Noteworthy collections:

- Council of the Southern Mountains Records (1970-1989). 268 boxes. Administrative records, correspondence, organizational papers, photographs, news clippings, and sound recordings (1970-1989) documenting the council's work in mine health and safety, community unions, welfare rights, and legal services in the Appalachian region. Disbanded in 1989.
- John Fetterman Papers (1940-1973). 30 boxes. Correspondence, research materials, writings, and photographs documenting Fetterman's Pulitzer Prize-winning work as reporter and editor for the *Courier Journal* and *Louisville Times*. He wrote extensively in the 1960s and 1970s about the effects of strip mining, poverty, and the Vietnam War on eastern Kentuckians. He also authored the book *Stinking Creek* and a *National Geographic* article on the people of Cumberland Gap.
- Additional collections listed at: <http://www.berea.edu/hutchinslibrary/specialcollections/saarchives.asp>

Frankfort, KY

63. Kentucky Historical Society

100 West Broadway
Frankfort, KY 40601

Phone: (502) 654-1792 ext. 4470

Fax: (502) 696-3846

E-mail: Refdesk@ky.gov

Website: <http://history.ky.gov/>

Hours: Tu-F 10 am-4 pm

Grants: The Kentucky Historical Society (KHS) research fellowship program encourages and promotes research on all aspects of Kentucky history. KHS offers scholarly research fellowships, family-history research fellowships, and history-teaching fellowships. More information may be found at <http://history.ky.gov/sub.php?pageid=12§ionid=3>

Noteworthy collections:

Located within the Thomas D. Clark Center for Kentucky History, Special Collections manages five collection programs, including manuscripts, maps, oral history, photographs, and rare books. These collections document most major issues in the commonwealth's past, as well as the day-to-day lives of Kentuckians. Collections may be searched at: <http://128.163.2.244:10901/cgi-bin/Pwebrecon.cgi?DB=local&PAGE=First>

Highland Heights, KY

64. Northern Kentucky University

Special Collections and Archives
Schlachter Archives
Steely Library ~ Room 106
Highland Heights, KY 41099

Phone: (859) 572-6158

E-mail: archives@nku.edu

Website: <http://steely.nku.edu/arc/>

Hours: M-Th 1-4 pm

Contact person:

Lois Hamill, C.A., University Archivist and University Records Manager: (859) 572-6158 x-5863; hamilll1@nku.edu

Overview:

Collects, indexes, and preserves documents and artifacts relating to the history Northern Kentucky and the tri-state region. Special Collections and Archives is also the repository for documents, photographs, and artifacts illustrating the history of Northern Kentucky University.

Noteworthy collections:

- Wiedemann Brewing Company Blueprints. 100 items. Contains blueprints for the George Wiedemann Brewing Company of 601 Columbia Street, Newport, KY. It opened shortly before 1870, as the John Butcher Brewery and then the Butcher & Wiedemann Jefferson Street Brewery. The Wiedemann breweries primary brands were Wiedemann Bohemian Special Beer and Royal Amber Beer. Wiedemann merged with G. Heileman Brewing Company in 1967, and was operated as Wiedemann Division, G. Heileman Brewing Company, Inc. The primary brands were Wiedemann Fine Beer, Royal Amber Beer, Blatz Beer/Cream Ale and other assorted Heileman labels. The brewery closed in 1983.
- Other collections described at: <http://steely.nku.edu/mnc/list.html#BusHis>

Lexington, KY

65. University of Kentucky

Special Collections
Margaret I. King Building
Lexington, KY 40506-0039

Phone: (859) 257-8611

Fax: (859) 257-6311

E-mail: sclibraryrefdesk@lsv.uky.edu

Website: http://www.uky.edu/Libraries/lib.php?lib_id=13

Hours: M-F 8 am-5 pm and by appt.

Contact persons:

Bill Marshall, Manuscripts Curator: (859) 257-8371; wjmarso1@uky.edu
Kate Black, Manuscripts Archivist, Appalachian Collection: (859) 257-4207;
kjblaco1@uky.edu

Overview:

Presently houses over 10,000 cu. feet of manuscript material and contains collections of family papers, diaries, church records, business records, papers of Kentucky authors, genealogical collections, twentieth-century political collections of national importance, nineteenth-century manuscripts, and historical materials relating to Kentucky and the Ohio Valley. Business records trace daily transactions of goods and services of such varied enterprises and professions as hotels and taverns, grocers, carpenters, architects, and physicians. We have many trade union records, particularly from the Louisville area.

Noteworthy collections:

- Grahamton Manufacturing Company Records (1832-1917). 120 vols. (Accession #53M18).
Includes 23 time books (1847-1903), 30 daybooks (1847-1905), 13 cash books (1849-1901), 18 ledger books (1842-1901), and 17 volumes of invoices. There are also numerous receipts, correspondence, bills of lading, freight bills, inventories, sales orders, etc. Company formed in 1829 in Louisville, KY, when Robert Graham and a Mr. Snead established a textile mill.
- Louisville & Nashville Railroad Co. and Lexington & Eastern Railway Co. Records (ca. 1884-1917). 35 lin. ft. (Accession #46M143, #51W14, and #59M117).
The Lexington and Eastern Railway Company (L&E) was initially incorporated as the Kentucky Union Railway Company in 1872 and was later purchased by the Louisville and Nashville Railroad Company (L&N) in 1910. This collection of three accessions contains case files for lawsuits filed against the L&E and L&N in eastern Kentucky in the early twentieth century. Materials include correspondence, legal documents, maps, sketches, and a few newspaper clippings and photographs relating to the cases.
- Business and Mercantile collections listed at http://www.uky.edu/Libraries/libpage.php?lweb_id=634&llib_id=13

Louisville, KY

66. University of Louisville

Libraries and Archives
Louisville, KY 40292

Phone: (502) 852-6752; (502) 852-6674

Website: <http://library.louisville.edu>

Hours: M-F 8 am-4:30 pm

Contact persons:

Delinda Stephens Buie, Curator, Special Collections/Rare Books: (502) 852-6752; Fax: (502) 852-8734; dsbuie@louisville.edu

William J. Morison, Director, University Archives and Records Center: (502) 852-6674; Fax: (502) 852-6673; bill.morison@louisville.edu

Carrie Daniels, Associate Director, University Archives and Records Center: (502) 852-6674; Fax: (502) 852-6673; carrie.daniels@louisville.edu

Finding aids: http://louisville.libguides.com/Archives_Finding_Aids

Overview:

The University Archives and Records Center, established in 1973, is charged with preserving the legal and historical record of the institution. The University Archives provides compliance with state and federal open records laws, manages the retention and disposal of all university records, and serves as the memory of the institution with documents dating back to the 1798 charter of Jefferson Seminary, predecessor of the University of Louisville. In addition, the University Archives collects records documenting regional history, particularly the history of businesses, including the historic Louisville and Nashville Railroad, ethnic communities, and social action groups. In collaboration with the City of Louisville, the University Archives preserves local political records and also has been chosen as the repository for the papers of a number of United States representatives and senators, as well as local elected officials. Also houses the Oral History Center with over a thousand interviews of university, local and regional leaders, and activists.

Noteworthy collections:

- Business and Professional Women of Kentucky Records (1921-1991). 25.25 lin. ft.

- Associated Cooperage Industries of America Records (1929-1974). 25.75 lin. ft.
- Belknap, Inc., Records (1847-1985; bulk, 1880-1970). 25 lin. ft.
- Falls City Brewing Company Records (1905-1990). 13.5 lin. ft, 4 reels microfilm.
- Green Farms Records (1831-1965; bulk, 1890-1965). 61 lin. ft.
- Jones and Laughlin Steel Company Photographs (1952-1964). Ca. 8,360 items (see also Roy Stryker papers).
- Louisville and Nashville Railroad Records (1829-1981). 261.28 lin. ft.
- Standard Oil (New Jersey) Collection (1943-1951). Ca. 500,000 items, 9 additional lin. ft. (see also Roy Stryker papers).
- Roy Stryker (1893-1975) Papers (1924-1972). 30 lin. ft. (see also Standard Oil of New Jersey collection; Jones and Laughlin Steel).
- Sutcliffe Sporting Goods Photographs (1911-1937). Ca. 10,000 items

LOUISIANA

Baton Rouge, LA

67. Louisiana State University Libraries

Special Collections
Hill Memorial Library
Baton Rouge, LA 70803-3300

Phone: Public Services Desk: (225) 578-6544; Reference Desk: (225) 578-6568

Fax: (225) 578-9425

E-mail reference: <http://www.lib.lsu.edu/special/ref.html>

Website: <http://www.lib.lsu.edu/special/guides/business.html>

Hours: M, W, Th, F 9 am-5 pm; Tu 9 am-8 pm; Sat 9 am-1 pm

Contact persons:

Elaine Smyth, Head, Special Collections: (225) 578-6552; esmyth@lsu.edu

Tara Zachary Laver, Curator: (225) 578-6546; tzachar@lsu.edu

Overview:

Collections include the business papers of merchants, manufacturers, planters, factors, commission brokers, and lawyers of the Louisiana and Lower Mississippi Valley. They contains business records of stores, companies, plantations and plantation stores, banks, hotels and inns, restaurants and taverns, and blacksmiths and livery stables. There are also materials on cotton and sugar, national and international trade, and shipping, often by steamboat. Finally, there are materials relating to labor including information about wages, contracts, and conditions. Formats represented in these collections include account books and ledgers, bills and receipts, business correspondence, and advertising. Most of the collections are from Louisiana and Mississippi, but there are also materials from other areas of the Lower Mississippi Valley. Several collections deal with business relations between the South and the Northeast and include records of New York, Massachusetts, Maryland, Rhode Island, and Connecticut firms.

Noteworthy collections:

- M. & J. C. Dupont (Firm) Account Books (1887-1933). 78 vols.
Location: L:16-20. Retail and wholesale merchants of Houma, Terrebonne Parish, LA. Directors included Albert M. Dupont,

Sr., Ernest D. Dupont, Julius Dupont, and Lawrence H. Dupont. Records include daily accounts of sales, current and monthly customer accounts, records of purchases and other expenses, out-of-date and unpaid accounts, records of profits and losses, payroll records, and checkbook stubs and canceled checks. Included in the miscellaneous volumes are minutes to meetings of the Parish Sunday School Association of Terrebonne and Lafourche Parishes. For further information, see online catalog. Mss. 511.

- Bennett, George W. Business Records (1858-1917). Ca. 5,000 items and 202 vols.

Location: O:6-13, 127:10, 128:10. General merchant and cotton buyer and dealer in Cheneyville, Rapides Parish, LA; postmaster at Bennettville; and operator of a cotton and sugar cane plantation and plantation store at Theoda Plantation, Rapides Parish. Papers include correspondence, ledgers, daybooks, journals, receipts, leases, agreements, labor contracts with freedmen, invoice books, record books, stock inventories, and other items relating to Bennett's commercial interests. For further information, see manuscript card catalog. Mss.1010.

- Benson Family Papers (1784-1969, n.d.). 2,231 items, 18 ms. vols., 1 printed vol.

Location: Mf. Cotton planters of DeSoto Parish, LA. Business papers, letters, and documents reflect plantation economy in Alabama and Louisiana, social life, and schools. Papers include cotton factors' letters, receipts and statements, blacksmiths' bills, and letters from Confederate soldiers. For further information, see manuscript card catalog. Mss. 2440.

- Bisland, John. Family Papers (1767-1884; bulk, 1773-1855). 1,187 items and 12 ms. vols.

Location: U:241-242. Scottish immigrant, storekeeper, and planter who came to Adams County, MS, from North Carolina. Collection includes personal and business papers of John Bisland, Sr., and his sons Peter, James, Alexander, John, and William, relating to the establishment and development of Bisland plantations near Natchez, MS, and mercantile enterprises. Available on microfilm: University Publications of America Records of Ante-bellum Southern Plantations Series I, Part 4, Reels 6-8. For further information, see manuscript card catalog. Mss. 29.

- Boyd, Thomas D., Jr., (1882-1964) Papers (1901-1924). 1,000 items, 1 ms. vol., 15 printed vols.

Location: 79:50-52. Resident of Tucson, AZ, LSU alumnus, and sugar technologist in the Louisiana sugar industry. Papers

principally for the period Boyd was general superintendent of the South Porto Rico Sugar Company, Ensenada, Puerto Rico. For further information, see manuscript card catalog. Mss. 2037.

- Breaux, John B. Papers (1933, 1938, 1963, 1970-2004; bulk, 1987-2004). Ca. 781 lin. ft.
Location: Room B6, Map Cage, Vault:54. Correspondence, briefing books, bills, reports, testimony transcripts, research files, news releases, printed materials, audio-visual and electronic files, photographs and memorabilia documenting the political and U.S. Congressional career of Louisiana Representative (1972-1986) and Senator (1987-2004) John B. Breaux, and the work of his office. In addition to Senate and House files, contains materials related to his campaigns, the Democratic Party, and the Washington Mardi Gras. Topics include, among others, flood control, abortion, transportation, energy, the environment, taxes, Social Security, Medicare, Medicaid, and healthcare, consumer protection, wetlands conservation, base closures in Louisiana, commerce, trade, and agriculture policy, especially for sugar and rice. For additional information, see the online catalog. Mss. 4922.
- Desmond (John) Papers (1954-2003). 140 lin. ft.
Location: Ranges 32 and 149, McIlhenny Room. Office files, architectural drawings (design development, working, and final), photographs, and slides recording the architectural career of John Desmond, native of Hammond, LA, and an award-winning Baton Rouge architect. He designed many of Baton Rouge's most recognizable buildings, including, among others, the LSU Union, Pennington Biomedical Research Center, the Louisiana State Library, the Louisiana State Archives, and many area churches. Some business records and informational and promotional materials about the firm are present, as well. For further information, see online catalog. Mss. 4792
- Evans, Nathaniel Family Papers (1791-1932; bulk, 1800-1850). 3,475 items, 47 ms. vols., 42 printed vols.
Location: E:10-15, G:12, OS:E, 98:E, Vault:6, Mf. Postmaster and general merchant of Fort Adams, Wilkinson County, MS; and owner of Oakland Plantation in West Feliciana Parish, LA. Papers consist of business and family correspondence and plantation records. Available (with some omissions) on microfilm: University Publications of America Records of Ante-bellum Southern Plantations Series I, Part 2, Reels 1-10. For further information, see manuscript card catalog. Mss. 670, 893, 913.
- Fordyce Lumber Company Records (1926-1963). 9.6 lin. ft.

Location: N:18-20. Company based in Fordyce, AR. Edward C. Gates was president of the company. Gates's personal copies of company records bound under assigned titles. Included are correspondence, records, reports, labor relations notes, wage schedules, forestry management data, photographs, and reports of the Fordyce and Princeton Railroad Company. For further information, see online catalog. Mss. 1864, 1895.

- Gay-Butler-Plater Family Papers (1814-2004). 29 lin. ft., 25 v., 14 oversize folders.

Location: G:43-72, OS:G, Q:1-6. Planters of Iberville, Lafourche, and Terrebonne parishes, LA. Correspondence, financial records, legal records, photographic materials, and personal papers created and accumulated by the Gay, Butler, Plater, and Price families of Louisiana documenting their political, social, and financial affairs. For further information, see online catalog. Mss. 4872.

- Golsan Brothers Papers (1845, 1866-1876). 15,645 items, 102 ms. vols.

Location: UU:199-210, G:8-10, 915: New Orleans cotton factors and agents for the DuBois cotton gin, doing business with merchants, and commission firms in Alabama, Arkansas, Florida, Louisiana, Mississippi, New York, Tennessee, and Texas. Business papers of Golsan Brothers consisting chiefly of bills and receipts for merchandise, printing, and advertising; waybills; invoices for cotton purchased; bank checks; trial balance sheets; telegrams; statements of account; and correspondence. For further information, see manuscript card catalog. Mss. 501.

- Hunter Brothers General Merchandise Business Records (1892-1899). 4,384 items, 91 vols.

Location: 80:16-18, Q:7-9. Merchants of Waterproof, Tensas Parish, LA. Business records are comprised of bills, receipts, business correspondence, cashbooks, cotton books, daybooks, ledgers, and a minute book of the Tensas and Concordia Farmers' Association (1913-1914). For further information, see online catalog. Mss. 2377.

- Jackson Lumber Company, Lockhart, AL, Personal copies of Edward C. Gates, President (1902-1953). 20 ms. vols.

Location: N:23. Company records bound under assigned titles. Records include annual reports, monthly reports and related statistics, forestry data, advertising, and photographs. For further information, see manuscript card catalog. Mss. 1895.

- Johns-Manville Products Corporation Timberland Records (1939-1972, n.d.). 26 lin. ft., 2 ms. vols.

Location: 94, OS:J, 97:. Regional office of a forest products corporation in Natchez, MS. Records document managed timberlands in Southwest Mississippi and include timber and land sales; materials on forestry organizations; correspondence; policies; costs and returns; wood procurement records; photographs; a draft history; and scrapbooks. For further information, see manuscript card catalog. Mss. 2679

- La Villebeuvre, Jean Ursin Family Papers (1806-1917; bulk, 1840-1880). 1,022 items, 39 vols.

Location: B:48-49, J:4. Jean Ursin La Villebeuvre and his son, Eli Faurault La Villebeuvre, New Orleans commission merchants. Papers of the la Villebeuvre and the related Jourdain, Forstall, Roman, Peters, and Hyman families of New Orleans. Collection includes business and legal records as well as some family and personal papers. Partly in French. For further information, see manuscript card catalog. Mss. 812.

- Marston, Henry (1794-1884) Family Papers (1820-1938; bulk, 1850-1890). 2,104 items, 59 vols.

Location: U:220-222, G:19. Planters of East Feliciana Parish and Red River Parish, LA. Collection includes diaries, plantation records, legal documents, personal correspondence, bank records, and Civil War papers. Diaries comment on public health, yellow fever epidemic, race relations, labor and the political participation of African Americans. Other volumes record activities of the Clinton & Port Hudson Railroad and the Silliman Female Collegiate Institute. Papers of son, Bulow, reflect his activities as planter, steamboat operator, and warehouse owner. Available (with some omissions) on microfilm 5735 and 6061: University Publications of America, Confederate Military Manuscripts, Series B, Reel 13 and Records of Southern Plantations from Emancipation to the Great Migration, Series B, Part 2, Reel 14, or For further information, see online catalog. Mss. 624.

- Schwartz (John C.) Papers (1848-1903). 6,885 items, 66 vols., and ca. 2 lin. ft., 1 mf reel.

Location: A:19-21, J:20-23; R:26; OS:S, Mss.Mf:S. Owner and operator of a retail hardware store in Natchez. Records include business letters and financial documents related to Schwartz's hardware business. For further information, see online catalog. Mss. 385, 4732.

- Additional descriptions at: <http://www.lib.lsu.edu/special/guides/business.html#alpha>

Lafayette, LA

68. University of Louisiana, Lafayette

Edith Garland Dupré Library,
PO Box 40199
Lafayette, LA 70504

Reference Desk Phone: (337) 482-6030

Fax: (337) 482-5841

Location: 400 E. Saint Mary Blvd

E-mail: <http://library.louisiana.edu/Ref/askref.shtml>

Hours: M, Tu 7:30 am–9:00 pm; W, Th 7:30 am–5 pm; F 7:30 am–12:30 pm;
and Sat 10 am–2 pm

Contact person:

Bruce Turner, Head of Special Collection: (337) 482-5702; bturner@louisiana.edu

Overview:

The University Archives and Acadiana Manuscripts Collection houses the archival records of the University starting in 1900. There are also over 300 collections of personal or family papers, business or organizational records, photograph collections, and much more related to the Acadiana region. Special strengths of the repository include the rice industry, Louisiana politics, Louisiana education, and women's studies.

Noteworthy collections:

- Fletcher, Joel Lafayette, Jr. (1897–1972) Papers (1862–1979). 21 ft. Fletcher was an educator in Louisiana over fifty years. Most of that time he was at the University of Southwestern Louisiana (Southwestern Louisiana Institute)—twenty years as president. Includes Louisiana history material; items on Acadian vigilante committees; William Wyatt of Vernon, Louisiana business records; information on agriculture and industrial development. Also included are records of the College of Agriculture while Fletcher taught, especially during the 1930s; his correspondence as dean; correspondence of other members of the department; the records of the *Southwestern Agriculturist*, and the Mid-Winter Fair; etc.

- Pritchard Rice Mill Records (1940s–1960s). 30 ft. 5 in., 14 v. General business correspondence, letters of credit, bills of lading, production reports, minutes and bylaws of corporation.
- American Rice and Mill Company, Inc., Records (1900–1961). 73 vols., 1 ft. Contains the important reports, records, speeches and documents from the American Rice and Mill Company formed in the 1900s and ended in 1961. Officers of this company from 1900 to 1940 were J. W. Rooler, President; C. J. Freeland, Vice President; R. A. Nocton, Secretary/Treasurer. Donated by Freeland Family.

New Orleans, LA

69. Notarial Archives Research Center

1340 Poydras Street, Suite 360
New Orleans, LA 70112

Phone: (504) 568-8577

Fax: (504) 599-1443

E-mail: info@notarialarchives.org

Website: <http://www.notarialarchives.org/index.htm>

Hours: M-F 8:30 am–5 pm

Overview:

The New Orleans Notarial Archives holds some 40,000,000 pages of signed acts compiled by the notaries of New Orleans, LA, over three centuries. They reside in the only archive dedicated to notarial records in the United States. Established in 1867 by the Louisiana Legislature, the New Orleans Notarial Archives relates closely to those European and Western Hemisphere repositories that share Louisiana's heritage of civil law. The world's civil law notarial archives derive from a Roman law-based system that elevated the notary to a prominent place in society as a draftsman, guarantor, and archivist of contracts in the private sector. For centuries, citizens visited the local notary, or perhaps their family's notary, to execute agreements. They bought land, borrowed money, made wills and pre-nuptial contracts, formed partnerships and corporations, agreed to building contracts, purchased shop inventory, deposited plans and surveys, appointed agents, and so on, before the notary public. In New Orleans before the Civil War, they also bought, sold, and emancipated slaves.

70. Tulane University

Special Collections
Tulane Libraries, Jones Hall
Tulane University
New Orleans, LA 70118

Phone: (504) 865-5685

Fax: (504) 865-5761

Hours: M-F 9 am-5 pm; Sat 9 am-1 pm

Contact person:

Leon C. Miller, Head, Louisiana Research Collections: (504) 865-5685; lmiller@tulane.ed

Overview:

The Manuscripts Department, a department within Tulane University's Special Collections, is one of Louisiana's older research archives dating to 1889. In the years since, the department has become one of Louisiana's premier research archives. The constantly expanding holdings currently comprise more than three linear miles of documents organized into more than 4,000 collections. Tulane Manuscripts Department has over seventy collections pertaining to business persons and firms.

Noteworthy collections:

- Adeline Sugar Refining Company (1892-1923). 148 items.
- Canal Bank and Trust Company (1831-1932). 1,962 items, including 905 volumes.
Includes the records of several other banks that were absorbed by the Canal Bank.
- Carroll, Hoy and Company, LA commercial agents (1861-1869). 640 items.
- John G. Dunlop, LA merchant (1827-1869). 179 items.
- E. J. Hart and Company, LA drug firm. (1920-1941). Ca. 24 cu. ft.
- Hotel and Hardware Store Receipts (1856-1860). 3 items, M 1103.
Three receipts of noteworthy New Orleans institutions with letterheads showing views of their buildings: Veranda Hotel (1857), St. Charles Hotel (1856), Stark, Stauffer & Co. Importers of Hardware, Cutlery, etc. (1860).
- Jackson Brewing Company (1890-1970). 2,874 items.

- Lemann Family Papers, LA sugar planters and merchants (1840-1965). 14,865 items.
- John McDonogh, LA merchant (1802-1850). Ca. 7,300 items
- Marine Paint and Varnish Company (1917-1959). Ca. 60,000 items.
- Norman Mayer, LA cotton and grain broker (1902-1941). 667 items, including 99 vols.
- New Orleans Cotton Exchange (1871-1965). Ca. 12 cu. ft. plus 400 vols.
- Frank G. Otis, LA lumber firm (1899-1961). Ca. 6,500 items.
- M. A. Rogers, LA cotton and grain broker (1880-1930). Ca. 21 cu. ft.
- Edgar B. Stern, LA cotton broker (1899-1959). Ca. 10 cu. ft. plus 66 vols.

71. University of New Orleans, Lakefront

Louisiana and Special Collections Department
4th Floor, Earl K. Long Library
New Orleans, LA 70148

Phone: (504) 280-6544

Website: http://library.uno.edu/specialcollections/lacol_index.cfm

Contact persons:

Sybil Boudreaux: sboudrea@uno.edu

James Clifford: jcliffor@uno.edu

Florence Jumonville: fjumonvi@uno.edu

Overview:

The holdings of the Louisiana and Special Collections Department encompass more than 300 manuscript collections and also include an extensive selection of publications and other materials focused on Louisiana.

Noteworthy collections:

- Newman Louisiana Aviation Collection (1916-1945). 10 lin. ft. Records and memorabilia of aviation in Louisiana, with much material on the Wedell-Williams Air Service, Inc., of Patterson and New Orleans, LA. The collection consists mainly of correspondence, photographs, newspaper clippings, aircraft catalogs, business records, and miscellany.

- H. Hopfensitz & Bros. Collection (1913-1938). 4.5 lin. ft.
Records of a retail jewelry firm founded in 1861 and closed in September 1970. The collection consists mainly of expense journals, repair and craft records, sales journals, and stock books.
- Dart & Dart Collection (1848-1947). 36 lin. ft.
Legal records of Dart & Dart, New Orleans, LA, consisting of legal files for three separate clients: Interstate Natural Gas Company, Grace King and Family, and Joseph Rathborne and family. Included are briefs, wills, correspondence, petitions, property inventories, judgments, and transcripts.
- Higgins Industries Collection (1930-2000). 75 lin. ft.
Records of a major World War II boat and ship manufacturer located in New Orleans, LA. Consists of plans and drawings, company publications, photographs, publications referring to Higgins materials and products. Includes materials gathered by the Higgins Boat Project in its reconstruction of a replica of the Higgins LCVP P33-21 boat and a bequest of Coe Best, a former Higgins Industries employee.
- Chamber of Commerce of the New Orleans Area Collection (1913-1970). 250 lin. ft.
Miscellaneous records of the Chamber of Commerce, including correspondence, membership rosters, minutes, financial records, and reports/publications.
- Eads Poitevent Collection (1849-1984). 10 lin. ft.
Records and manuscripts of the Poitevent and Hancock families of Louisiana, Mississippi, and Virginia; their extensive business in milling and shipping lumber, primarily through the Poitevent and Favre Lumber Company, which operated plants in New Orleans and Mandeville, LA, and various locations in southern Mississippi, together with a fleet of boats for the delivery of processed lumber. Includes correspondence and checking account records; journals of lumber sales, processing, shipping; payroll, insurance and debt and credit journals; journals of business operations in Mexico; maps and other publications; manuscript of a novel set in Mexico; Civil War reminiscence; photographs; related miscellany.
- Notarial Archives Collection (1928-1962). 21 lin. ft.
Bound volumes containing notarial acts compiled by notaries Milton E. Burglass and Cecil M. Burglass, both individually and jointly, and A. Konrad Lagarde. The acts pertain almost exclusively to sales of movables with chattel mortgages, or simple chattel mortgages. They involve the purchase and/or

the mortgaging of household furniture or furnishings, appliances, radios, automobiles and trucks, shop machinery and equipment, or vessels.

- Jacob Schoen & Son Collection (1874-1997). 30 lin. ft.
Consists of over 200 volumes of accounting books used to conduct their business, including journals, cash books, order books, and ledgers. Also contains some books relating to Schoen Realty & Investment Company, Hope Benevolent Association, Fire Company No. 10, and the Metropolitan Club. Records are of particular interest to anyone interested in the livery or funeral businesses, particularly in New Orleans, as they reflect the interdependence of the undertakers of the city when it came to lending and borrowing equipment. The collection would also be of use to anyone interested in the history of the Faubourg Marigny, French Quarter, and Bywater neighborhoods, as well as the extended Seventh, Eighth and Ninth Wards of the city. It would also be of interest to anyone studying family or cultural history of those areas, particularly the German, Italian, and Creole residents, as well as the many benevolent associations throughout the city.
- K & B Archives (Late 1800s-1997). 57 lin. ft.
Artifacts associated with K & B, Inc., formerly known as Katz & Besthoff, Ltd., a chain of drug stores that operated from 1905 to 1997. Headquartered in New Orleans, the company operated stores in Mississippi, Alabama, Florida, Tennessee, and Texas, as well. This portion of the collection mainly contains pharmaceutical bottles and products sold by K & B, including both national and store brands.

72. Xavier University of Louisiana

1 Drexel Drive
New Orleans, LA 70125

Phone: (504) 520-7655

Fax: (504) 520-7917

Website: <http://www.xula.edu/library/archives>

Contact persons:

Lester Sullivan, University Archivist and Head, Special Collections: lsulliva@xula.edu

Irwin Lachoff, Associate Archivist: ilachoff@xula.edu

Overview:

Xavier Archives collects unpublished and rare published items on four topics: the history of Xavier University of Louisiana, African-American history and culture, Roman Catholicism in the United States, and the Southern U.S. and the Gulf-Caribbean region, with special emphasis on the history of Louisiana and New Orleans. By June 30, 2008, the repository held 1,721.8 lin. ft. of unpublished materials. The university records measure 1,324.6 lin. ft.; the manuscript special collections 397.2 lin. ft. Xavier Archives also holds the university's collection of non-circulating rare books and periodicals.

Noteworthy collections:

- Your Metropolitan Business Civic Club, New Orleans Records (1918-present). Ca. 35.2 lin. ft.

The integrally-kept archives of the former Young Men's Business Club, many of the officers of which became prominent civic leaders and politicians, including several mayors of New Orleans. Includes minutes of the Board of Directors (1919-1973), presidents' reports (1920-1941), a list of administrators (1919-1958), financial reports (1924-1955), financial statements and audits (1947-1976), photographs of presidents and board members (1924-1974), other photographs, account cards, application cards, the group's annual *Blue Book* (1922-1978), and its periodical *Action* (1923-1980).

Ruston, LA

73. Louisiana Tech University

Special Collections
Manuscripts & Archives
4th Floor - Prescott Memorial Library
PO Box 10408
Ruston, LA 71272

Phone: (318) 257-2935

E-mail: collections@latech.edu

Website: <http://www.latech.edu/specialcollections/about.shtml>

Hours: M-F 8 am-4:30 pm

Contact persons:

Peggy Carter, Director: pcarter@latech.edu

Tanya Arant, Library Spec. III: tarant@latech.edu

Joyce Chandler, Library Spec. I: chandler@latech.edu

Overview:

Dedicated to the collection, preservation, and provision of access to materials which document the history of the University, Ruston, Lincoln Parish, and North Louisiana. There are over 500 manuscript collections consisting of personal and family papers, business and church records, diaries, maps, oral history tapes, photographs, paintings and sketches, and other similar materials. Also a repository of rare books and periodicals related to the literature.

MAINE

Brunswick, ME

74. Bowdoin College

George Mitchell Department of Special Collections
3000 College Station
Brunswick, Maine 04011-8421

Phone: (207) 725-3288

E-mail: scaref@bowdoin.edu

Website: <http://library.bowdoin.edu/arch/index.shtml>

Hours: M-F 9 am-5 pm

Contact persons:

Richard Lindemann, Director: (207) 725-3096; rlindema@bowdoin.edu

Caroline Moseley, Archivist: (207) 725-3374; scaref@bowdoin.edu

Overview:

The George J. Mitchell Department of Special Collections & Archives at Bowdoin College is an integral part of the Bowdoin College Library and an active partner in the educational work of the college. The department preserves and makes accessible the 45,000 volumes of rare books, 5,000 lin. ft. of manuscripts and college archives, 25,000 photographs, 500 historical maps, and related materials that comprise our holdings. The business records housed in Special Collections cover many types of businesses: medical, retail stores, publishing, shipping, etc. Dating from the late eighteenth through early twentieth centuries, some runs last for only a few months or years; others cover the lives of the businesses. Business records can be found in various manuscript collections; for example, there are unrelated seventeenth- to nineteenth-century receipts, notes, and bills of lading in the Howell Document Collection, and some brief information on the founding of Florida's Ocala and Silver Springs Railroad in the Chamberlain Collection. See: <http://library.bowdoin.edu/arch/subject/business.shtml> for descriptions of business records.

Orono, ME

75. University of Maine

Fogler Library
Special Collections
Orono, ME 04469-5729

Phone: (207) 581-1661

Fax: (207) 581-1653

E-mail: http://maine.cb.docutec.com/um/vrleb_question_patron.asp?virtual_desk_id=7

Hours: M, Th, F 9 am-4 pm; Tu, W 9 am-4 pm; Sat 10 am-12 pm, 1 pm-4 pm

Contact persons:

Richard Hollinger, Head, Special Collections Department: (207) 581-1688

Brenda Howitson Steeves, Reference Librarian: (207) 581-1798

Collections:

The Special Collections Department was established in 1970 as a repository for Maine-related material. Virtually all available printed bibliographical, historical, and descriptive works on the state as well as literary titles by Maine authors are housed in this department. Books, pamphlets, state documents, and other forms of printed material provide extensive coverage of Maine's cities, towns, counties, and its people and institutions. These printed resources are complemented by a substantial body of original source materials. While the collections are largely Maine-related, some material pertaining to broader subject areas, such as maritime history, can also be found in the department.

Noteworthy collections:

- Ames Family Papers (1849-1961; bulk, 1870-1934). 32 boxes. Contains the business records and personal papers of members of the Ames family of Machias, ME. It centers on papers of John K. Ames and his sons, Frank and Alfred Ames, and also has records of S. W. Pope & Company and the Machias Lumber Company.
- Eliot Farmers Union, Eliot, Maine, Records (1915-1950). 7 lin. ft. Invoices, account books, orders and records of a general store. Includes records of the customers, the companies they did business with and the type of goods sold.
- Gilbert, Fred Allison, Papers (1900-1973). 25 lin. ft.

Papers relating to the logging industry in Maine and the Great Northern Paper Company. Included are items concerned with harvesting, stumpage, and logging operations, also correspondence with Great Northern's President, Garret Schenck.

- Goss-Torrey (Firm) Papers (1885-1950). 70 lin. ft.
Ledgers, accounts, and other business records of Deer Isle Granite Company and John L. Goss Corporation, and personal and family papers of the Goss and Torrey families.
- Hazzard Shoe Company Business Records (1906-1970). 18 lin. ft.
Business and financial records of a Gardiner and Augusta based shoe company. Includes records of the Emerson Shoe Company.
- Laughlin Co., Portland, Maine, Records (1903-1978). Ca. 55 lin. ft.
Records of a marine hardware firm.
- Lumber Equipment Catalogs Collection (1905-1965). 7 lin. ft.
A collection of catalogs, pamphlets, and brochures concerning equipment for logging, lumbering, saw milling, and log grading.
- Maine Central Railroad Collection Records (1875-1927). Ca. 100 lin. ft.
Maintenance of way reports, 1881-1915, letter boxes, 1887-1915, Invoices, 1901-1915, letter copy books, 1875-1927.
- Maine Dairymen's Association Records (1937-1969). 6 lin. ft.
Association was formed in 1937 and dissolved in 1969. Included are financial records, memberships, and records of milk production, prices, and marketing, as well as a complete run of the Association newsletter, "Northern Milk Producer."
- Manufacturers of Maine Collection (1950-1975). 6 lin. ft.
Catalogs, brochures, price lists, and advertising sheets, of manufacturers and industries in Maine.
- Stetson Family Papers (1800-early 1900s). Ca. 60 lin. ft.
Papers of a prominent Bangor family with interests in the ice trade, shipbuilding, slate industry, and lumber trade.
- Bond Wheelwright Papers (1940s-1960s). Ca. 80 lin. ft.
Publisher. Correspondence, manuscripts and printers galleys, publicity items, and other records of Bond Wheelwright Company, a publishing firm in Freeport, ME, which Wheelwright owned.
- Maine Federation of Business and Professional Women's Clubs Records (1925-2003). 8 boxes.
Now called BPW Maine, the club is a federation of the national organization Business and Professional Women/USA. BPW/USA, founded in 1919 as the National Federation of Business and Professional Women's Clubs, was established as the first

organization to focus on issues of importance to working women. The state federation holds annual board meetings and conventions; its Futurama Foundation carries on a scholarship program as well as the Maine Women's Hall of Fame and other development projects. The Federation's publications include its newsletter called first *The Pine Cone*, then *BPW Brevities*, and now *BPW Maine Business Women*.

Portland, ME

76. Maine Historical Society

489 Congress Street
Portland, ME 04101

Phone: (207) 774-1822

Fax: (207) 775-4301

E-mail: nnoyes@mainehistory.org

Website: www.mainehistory.org

Hours: Research Library: Tu-Sat 10 am-4 pm

Contact person:

Nicholas Noyes, Head of Library Services: (207) 774-1822 x 207; nnoyes@mainehistory.org

Research center: Brown Research Library

Fellowships and grants: New England Regional Fellowship

Publications: *Maine History*

Finding aids: in house; NUCMC

Overview:

The Maine Historical Society preserves the heritage and history of Maine: the stories of Maine people, the traditions of Maine communities, and the record of Maine's place in a changing world. Because an understanding of the past is vital to a healthy and progressive society, we collect, care for, and exhibit historical treasures; facilitate research into family, local, state, and national history; provide education programs that make history meaningful, accessible, and enjoyable; and empower others to preserve and interpret the history of their communities and our state. Total volume: 5052 lin. ft. of books; 5523 lin.

ft. of manuscripts; 360 flat file drawers from 1550-2009, especially nineteenth century. Books include typical early (est. 1822) state historical society collection, inc. North American, US, state, county and local history; genealogy; nineteenth-century biography and belles lettres; decorative arts and architecture; printed maps and atlases; pamphlets and ephemera. Manuscripts include the correspondence and papers of Maine individuals, organizations, businesses, towns, etc.; architectural and engineering drawings, 150,000 images of Maine people and locations; maps.

Noteworthy collections:

- Pejepscot Proprietors; Kennebec Purchase Papers; Portland Company engineering drawings

MARYLAND

Baltimore, MD

77. Maryland Historical Society

H. Furlong Baldwin Library
201 West Monument Street
Baltimore, MD 21201

Phone: (410) 685-3750

Fax: (410) 385-2105

E-mail: Library_dept@mdhs.org

Website: www.mdhs.org

Hours: Library: W-Sat 10 am-4:30 pm

Contact persons:

Francis O'Neil, Senior Reference Librarian: (410) 685-3750; Fax: (410) 385-0487;
reference@mdhs.org

Jennifer Namsiriwan, Special Collection Librarian: (410) 685-3750; special_ collections@mdhs.org

David Angerhofer, Archivist: (410) 685-3750; special_collections@mdhs.org

Research center: The H. Furlong Baldwin Library, Maryland Historical Society

Fellowships and grants: Lord Baltimore Research Fellowships

Publications: *Maryland Historical Magazine*

Finding aids: See online catalog.

Overview:

Among the 7,000,000 items in the library's collections are Francis Scott Key's original manuscript of "The Star-Spangled Banner," papers of Maryland's colonial governors and signers of the Declaration of Independence, over 700,000 photographs, and extensive genealogical resources. The library maintains an extraordinary collection of books, journals, manuscripts, newspapers, maps, prints, obsolete currency, oral histories, ephemera, and microfilm reflecting the history of Maryland and its people. MdHS strives to make its collections even more accessible through online resources that include more than 6,000 photographs and detailed finding aids.

Noteworthy collections:

- The Baltimore Equitable Society Collection, MS 3020 (1729-1996). 400 boxes, 198 oversized vols., 300 lin. ft.
Collection encompasses over 200 years of the company's history divided into four principal series: Insurance Records are those directly involved in writing policies, managing risk, and paying losses. Financial Records reflect accounting, banking, and investment activities. Administrative Papers include minutes, correspondence, and other documents generated by the society's officers and directors. Also included are numerous personal business records of many of the society's officers. Museum Records and Collections consist of publications, manuscripts, prints, and photos relating to fire fighting and fire insurance, as well as extensive correspondence relating mostly to the provenance of the collections. As the records of a mutual fire insurance company, the collection's heart is the policies issued between 1794-1991 for properties in and around Baltimore City. Indexes are fragmentary but include a street index, primarily for 1865-1972, and name indexes.
- Maryland World War II Records, MS 2010 (1945-1965). Ca. 300 ft. and 3 microfilms.
Materials collected by the WW II Records Division of the MHS, 1945-65; include c. 237,000 carbon copies of separations from service of MD veterans; statements, questionnaires, and newspaper clippings relative to MD's military, industrial and agricultural contributions to war effort as well as civilian defense services and home front volunteer activities. Eighteen filing cabinets, totaling c. 300 feet of records.
- Lloyd Family Papers, MS 2001 (1658-1910). Ca. 30,000 items.
Divided into Land Papers, Letters, and Business Material of the Lloyd family. See online finding aid for more detailed list.

78. University of Baltimore

Langsdale Library Special Collections
1420 Maryland Avenue
Baltimore, MD 21201

Phone: (410) 837-4318

Fax: (410) 837-5057

E-mail: archives@ubalt.edu

Hours: M-F 8 am-5 pm by appointment only

Contact person:

Tom Hollowak, Associate Director for Special Collections: (410) 837-4268;
thollowak@ubalt.edu

Overview:

For a quarter century, the University of Baltimore has collected the records that document the making of the modern city of Baltimore. These include 134 distinct archival collections concerning civic organizations, the built environment, and public and nonprofit agencies. Added to these are scores of oral histories, photographs, architectural plans, and the papers of prominent Baltimore citizens.

Noteworthy collections:

- Chamber of Commerce of Metropolitan Baltimore, Collection (1964-1975).
Subjects include employment and training, taxation and workman's compensation legislation; the merger of railway lines serving Baltimore, establishment of the Maryland Department of Transportation, Highway Administration, Port Administration and Baltimore-Washington International Airport; development of Charles Center and the Inner Harbor; conventions, promotions and tourism development; slum clearance and job training initiatives. Correspondents include Vice President Spiro Agnew; Senators J. Glenn Beall, Daniel Brewster, Charles Mathias Jr. and Joseph Tydings; Governors Agnew, Marvin Mandel, and J. Millard Tawes; Mayors Thomas D'Alesandro III, Theodore McKeldin and Wm. Donald Schaefer; members of Congress, the Maryland General Assembly and Baltimore City Council, as well as business, civic, and religious leaders.

College Park, MD

79. University of Maryland

Special Collections
University Libraries
College Park, MD 20742-7011

Phone: (301) 405-0800

E-mail: <http://www.lib.umd.edu/PUBSERV/eref.html>

Website: <http://www.lib.umd.edu/special/>

Hours: M-F 10 am-5 pm

Contact persons:

Lauren Brown, Curator, Archives & Manuscripts: (301) 405-9059; lbrown3@umd.edu

Elizabeth McAllister, Librarian II, Archives & Manuscripts: (301) 314-2712; emcallis@umd.edu

Maureen Cech, Librarian I, Archives & Manuscripts: (301) 314-1296; mcech@umd.edu

Overview:

Historical Manuscripts at the University of Maryland Libraries consist primarily of personal papers and archival collections documenting all aspects of Maryland history and culture. Other collection strengths include labor history and women's organizations.

Noteworthy collections:

- American Association of University Women (AAUW), Maryland Division Archives (1935-2006). 46 lin. ft.
State and local chapters of this national women's organization among whose concerns have been the roles women play in the workforce, minimum wage legislation, pay equity, and child labor.
- Bakery, Confectionery and Tobacco Workers International Union Archives (1888-1982). 147.25 lin. ft.
Founded in 1886 as the National Union of Journeymen Bakers of North America, united with confectioners in 1902, and merged with Tobacco Workers International Union in 1978. Documentation of union operations at the national and local levels, including correspondence, financial records, publications, legal files, contract negotiations and agreements, and organizers' reports.
- Industrial Union of Marine and Shipbuilding Workers of America (IUMSWA) Archives (1934-1970). 188.75 lin. ft.
Formed in 1934 to unite all shipyard workers, regardless of trade/craft or level of skill. Records include extensive documentation of locals' activities and contracts, national administration, organizing efforts, negotiations, conventions, National Labor Relations Board and National War Labor Board cases, actions taken to stabilize the shipbuilding industry, and relationships with other unions.

- Maryland Federation of Business and Professional Women Archives (1940-2005). 248.5 lin. ft.
Founded in 1929 to foster development of business and professional women throughout MD. Concerns addressed by the federation and documented in their records include expanding the role of women in business and the professions and recognizing women's achievements.
- National Organizers Alliance Archives (1991-2004). 48 lin. ft. and 2 mapcase drawers.
Founded in 1993 by organizers working across the spectrum of progressive social justice movements, the NOA has a twofold purpose: to advance progressive organizing for social, economic and environmental justice, and to sustain, support, and nurture the people of all ages who do it. Contains working papers documenting the activities of the organization, including regional organizing, meeting notes, membership information, video and audio tapes, photographs, and posters. Also documented are recruitment efforts among minority groups, including African Americans and immigrants.
- Andrew Pettis Papers (1924-1972). 23.5 lin. ft.
Former president of the Industrial Union of Marine and Shipbuilding Workers of America who worked his way up through the ranks to positions in the union's national leadership. Papers include grievance files, shop steward reports, organizers' reports, conference proceedings, union publications, and photographs.
- Tobacco Workers International Union (TWIU) Archives (1896-1979). 136 lin. ft.
Founded in 1885 as the National Tobacco Workers Union of America and merged with the Bakery and Confectionery Workers International Union in 1979. Records include administrative files, organizers' correspondence and reports, documentation of locals' activities, financial records, and publications.
- United Brotherhood of Carpenters and Joiners (UBCJ) Archives (1840-2000). 643.5 lin. ft.
Founded in 1881 as the Brotherhood of Carpenters and Joiners and affiliated with the United Order of American Carpenters and Joiners in 1888. Records include administrative files, correspondence and writings of UBC leaders, convention proceedings, publications, locals' charters, photographs, films, and artifacts. The collection is unprocessed.

- Work Projects Administration in Maryland Archives (1933-1943). 20 lin. ft., 50 reels microfilm.
Documentation of construction, recreation, local history, and arts projects undertaken by the Works Projects Administration in Maryland. Administrative files, local history research materials, and extensive photographic records.
- Maryland State Grange of the Patrons of Husbandry Archives (1873-2000). 17 lin. ft.
The first grange in Maryland was established in 1873 as an organization which supported agriculture and causes affecting agriculture. The Patrons of Husbandry especially encouraged participation in youth granges.
- Maryland Horse Breeders Association Archives (1929-1979). 18 lin. ft.
Founded in 1929 with the goals of promoting, protecting, and educating the Maryland horse industry. The association has sought to accomplish these objectives primarily through *Maryland Horse*, a publication which began as a newsletter in 1936 and has since grown into a popular full-length magazine. The MHBA archives cover such subjects as horse sales, shows, and racing; registration of Maryland-bred horses; Maryland fund bonus payments; and the syndication of stallions.
- Cuba Company Archives (1894-1960). 273.5 lin. ft.
This business firm, active in pre-Castro Cuba, was involved in railroad construction and operation, among other enterprises. Records relating to railroading appear throughout this extensive collection including the president's correspondence; financial records; land records; blueprints; maps, plats, and land lots; and photographs.

MASSACHUSETTS

Babson Park, MA

80. Babson College

Horn Library
Babson Park, MA 02457

Phone: (781) 239-4596

Fax: (781) 239-5226

E-mail: library@babson.edu

Website: <http://libguides.babson.edu/about>

Hours: Seasonal – daily; closed Sundays

Contact persons:

Jason Bernard, Part-Time Reference Librarian: (781) 239-4596; jbernard@babson.edu

Fran Reino, Part-Time Reference Librarian: (781) 239-4596; freino@babson.edu

Finding aids: Online catalog

Noteworthy collections:

- The Directory of Venture Capital & Private Equity Firms
Provides contact and investment information for 2,300 VC Firms, over 10,000 Managing Partners, and over 11,500 VC Investments.
- Environmental Resource Handbook
Provides access to over 7,000 associations, organizations, government agencies, awards and honors, conferences and trade shows, foundations and charities, national parks and wildlife refuges, research centers and educational programs, legal resources, and much more.
- ReferenceUSA contains detailed information on more than 14 million US businesses. This resource is replacing Duns Million Dollar Database.

Boston, MA

81. Boston Athenæum

10 ½ Beacon Street
Boston, MA 02108

Phone: (617) 227-0270

E-mail: reference@bostonathenaeum.org

Hours: Tu-F 10 am-4 pm by appointment

Contact persons:

Stanley Ellis Cushing, Curator of Rare Books: cushing@bostonathenaeum.org

Stephen Z. Nonack, Curator of Manuscripts and Coordinator of Community Affairs: nonack@bostonathenaeum.org

Fellowships: The Boston Athenæum offers short-term fellowships to support the use of Athenæum collections for research, publication, curriculum and program development, or other creative projects. Each fellowship pays a stipend for a residency of twenty days and includes a year's membership to the Boston Athenæum. Scholars, graduate students, independent scholars, teaching faculty, and professionals in the humanities, as well as teachers and librarians in secondary public, private, and parochial schools, are eligible.

- Mary Catherine Mooney Fellowship
- Caleb Loring, Jr. Fellowship
- American Society for Eighteenth-Century Studies Fellowship
- Washington College Fellowship in Early American History
- American Congregational Association-Boston Athenæum Fellowship
- Mudge Teacher Fellowship
- Suzanne and Caleb Loring Fellowship on the Civil War, its Origins and Consequences
- New England Regional Fellowship Consortium
- Additional information may be found at: <http://www.bostonathenaeum.org/node/42>

Overview:

Today the Athenæum is interested in donations of unpublished material that in some way relate to the history of the institution, its founders, members, and its Beacon Hill neighborhood, or manuscripts which help document the influence of the Athenæum on the literary, social, political, and artistic culture of Boston.

Noteworthy collections:

- Provident Institution for Savings Records (1816-1908). 25 lin. ft. The Provident was the second savings bank to be established in the United States.

82. The Boston Public Library

Rare Books and Manuscripts Department, Central Library
McKim Building, 3rd Floor
700 Boylston St.
Boston, MA 02116

Phone: (617) 859-2225 or (617) 536-5400

E-mail: ask@bpl.org

Website: <http://www.bpl.org/>

Hours: M-F 9:15 am-4:45 pm

Contact persons:

Susan Glover, Acting Keeper of Prints, Rare Books, Manuscripts and Archives:
(617) 859-2293; Fax: (617) 536-7758; sglover@bpl.org
Sean Casey, Librarian: (617) 859-2225; scasey@bpl.org
Kimberly Reynolds, Curator of Manuscripts: (617) 859-2135; kreynolds@bpl.org

Overview:

The Rare Books and Manuscripts Department at the Boston Public Library serves a dual purpose: first, to provide scholars with primary sources for research; second, to give particular care and handling to books and manuscripts which—because of age, scarcity, aesthetic, or financial worth, or association with notable persons or happenings—merit special attention.

Noteworthy collections:

- Boston Maritime Industrial History
Books and manuscripts relating to ships, the sea, Boston Harbor, the docks. Dates are dates of the records: Boston—Commerce; Boston—Wharves; Log Books (only those not concerned with whaling and fishing); Maps—Boston Harbor (Leventhal Map Center); Merchants, American—Mass—Boston; Ships—Inspection; Shipbuilding; West Indies—Commerce—Boston; Wharves—Boston, Chelsea, Charlestown, East Boston; and printed items such as the Boston City Directories (also

available on microfilm) containing maps of the city and listings of wharves and businesses located on the wharves; and *Ships and the Sea: A Catalog of an Exhibition of Books and Manuscripts in Tribute to Boston's Maritime Past, July 1-September 30, 1966 in the Boston Public Library*. Boston's Maritime Industrial History contained in the Microtext and Newspaper Department include Passenger and Immigration Lists; Crew Lists; Lloyd's publications; Commercial Newspapers; General Newspapers; Customs Lists; Naval History; Papers; Dissertations; Diplomatic Records; and Local Histories. (Please see Lane/Mead Boston Maritime Collection, below. Also, please view the Massachusetts Historical Society's Boston Port & Seamen's Aid Society Records. Researchers may contact the Boston Marine Society at www.bostonmarinesociety.org for permission to use its Boston maritime history library.)

- Lane/Mead Boston Maritime Collection
Contains many items that capture and reflect the industrial development and history of the Port of Boston, including one Vessel Log of Peabody & Lane; three volumes of the Peabody & Lane Corporate Record books; one Vessels Log of Patterson, Wylde & Co.; 46 day books of the P&O Co.; five volumes of the Port of Boston Handbook; two volumes of the International Longshoremen's Association Scrapbooks, one box of the correspondence of Athur Lane; two boxes of correspondence and material donated by the Boston Shipping Association, and more. (Please see Boston's Maritime Industrial History, above.)

83. Harvard Business School

Baker Library Historical Collections
Baker Library | Bloomberg Center
Soldiers Field
Boston, MA 02163

Phone: (617) 495-6411

E-mail: histcollref@hbs.edu

Website: <http://www.library.hbs.edu/hc>

Hours: M-F 9 am-5 pm, advance notice appreciated; some materials stored offsite

Access information: Open to members of the Harvard Business School and Harvard University communities and visitors engaged in scholarly research intended for scholarly distribution and whose work depends upon materials

contained in Baker Library Historical Collections. Because of limited staff and preservation concerns, the collections are not open for genealogical research.

Contact persons:

Laura Linard, Director, Baker Library Collections: (617) 495-6360; llinard@hbs.edu

Katherine Fox, Associate Director, Public Services: (617) 496-7944; kfox@hbs.edu

Fellowships and grants: <http://www.library.hbs.edu/hc/researchfellowships/index.html>:

Finding aids: A growing number (but not all) of detailed manuscripts and archives finding aids are available through Harvard's Online Archival Search Information System (OASIS). Finding aids not yet available online can be sent to researchers upon request. For more information or to request copies, please contact the Baker Library Historical Collections reference staff.

Published information on archival holdings:

Manuscripts in Baker Library: A Guide to Sources for Business, Economic, and Social History. Boston: Baker Library, 1978.

Guide to Photograph Collections: <http://www.library.hbs.edu/hc/pc/>

Women, Enterprise, & Society: A Guide to Resources in the Business Manuscripts Collection at Baker Library: <http://www.library.hbs.edu/hc/wes/>

The 19th Century American Trade-Card: http://www.library.hbs.edu/hc/19th_century_tcard/

Lehman Brothers Collection: <http://www.library.hbs.edu/hc/lehman/index.html>.

Exhibition websites with some digitized material and extensive research guides are produced twice a year. Recent examples include:

Bubbles, Panics & Crashes: A Century of Financial Crises, 1830s-1930s: <http://www.library.hbs.edu/hc/crises/>

A Concrete Symbol: The Building of Harvard Business School, 1908-1927: <http://www.library.hbs.edu/hc/buildinghbs/>

A "Daring Experiment": Harvard and Business Education for Women, 1937-1970: <http://www.library.hbs.edu/hc/daring/>

The Human Relations Movement: Harvard Business School and the Hawthorne Experiments, 1924-1933: <http://www.library.hbs.edu/hc/hawthorne/>

Overview:

From its inception, Baker Library has collected rare and unique materials that focus on the evolution of business and industry, including records actually produced by firms in their daily operations. The collections include manuscripts, rare books, pamphlets, broadsides, photographs, prints, advertising ephemera, and corporate annual reports. These rich and varied collections support research in a remarkably diverse range of fields. Total volume: 45,581 lin. ft. of materials (2406 discrete archival and manuscript collections); 7,500 feet of corporate reports; 350,000 rare books from the fifteenth to the twenty-first centuries, especially eighteenth to twentieth.

Noteworthy collections:

Business Manuscript Collections:

Cover the broadest range of business activities, including agricultural, manufacturing, construction, publishing, and recreation industries; transportation, communication, and commodity utilities; marketing, financial, professional, and personal services; and business affairs of private, public, and governmental organizations.

- Lawrence Manufacturing Company Records (1831-1955; bulk, 1831-1926). Ca. 125 lin. ft.

Representing one of many textile related collections that are a particular strength, this remarkably complete collection includes general account books, production records, sales records, payrolls, and letters for this Lowell, MA, cotton manufacturing firm that was established in 1831 by proprietors of the other Lowell mills in connection with the Boston merchants Abbott and Amos Lawrence.

The records which have proved to be of the greatest interest are the letterbooks, especially the treasurers' letters, the sales records, semiannual reports to the directors, and the payrolls. Information also appears in the records for the Suffolk and Tremont Mills, which were controlled by the Lawrence Manufacturing Company. Townsend and Yale (later E. M. Townsend and Co.) were the selling agents. Treasurers' letters include those of Henry Hall, Henry V. Ward, T. Jefferson Coolidge, L. M. Sargent, and C. P. Baker. Agents' letters include those of William Austin, William S. Southworth, William F. Salmon, Daniel Hussey, John Kilburn, Franklin Nourse, E. H. Walker.

- R. G. Dun & Co. Credit Ledgers (1840-1895). 249 lin. ft. (2,580 volumes).
Founded in 1841 as the Mercantile Agency—later known as R. G. Dun & Co.— it was the first commercial reporting agency in America. It maintained local offices around the country to supply credit data on firms and individuals to the New York office. By the early 1850s, the firm employed 2,000 correspondents throughout the U.S. and Canada. At least twice a year, credit reports were sent to Dun's New York City office where they were entered in large ledger books, arranged by state and county. The company then sold these credit reports to individuals and firms across the country. These volumes contain a wealth of business history information on hundreds of American communities during the period 1841-1892. The handwritten credit reports on individuals and firms from the U.S., the western territories, Canada, and the West Indies include information on the duration of the business, net worth, sources of wealth, and the character and reputation of the owners, their partners, and successors. A separate sequence of volumes contains reports on lawyers.
- Lehman Brothers Records (1868-1986). 204 lin. ft. <http://www.library.hbs.edu/hc/lehman/>
Consists of records created by Lehman Brothers, by Kuhn Loeb & Company before it merged with Lehman in 1977, and by Lehman Brothers, Kuhn, Loeb after the merger. The bulk of the records predate the 1977 merger. There are four series: executive records, which document the activities of numerous Lehman Brothers and Kuhn Loeb & Co. partners and their families; administrative records, which document the business operations of both Lehman Brothers and Kuhn Loeb & Company; Kuhn Loeb & Company partnership agreements; and photographs. The records include correspondence, receipts, reports, bank statements and cancelled checks, bound ledgers, client files, partnership agreements, photographs, newspaper clippings, bills, tax reports, trust documents, meeting minutes, blueprints, trading statements, and memorabilia.
The collection also includes deal books from a diverse range of companies—from small companies that survived only a few years to Fortune 500 companies that still exist today. A wide variety of industries are documented in the investment deals.
- Polaroid Corporation Records (ca. 1930-ca. 2000). 4,000 lin. ft.

Documents the history of the innovative company founded by Edwin Land and best known for the invention of instant photography. The collection illuminates the development of the company's products, including the iconic Polaroid Land camera, its marketing and distribution efforts, and its corporate management and culture. It contains administrative and organizational records, legal and patent records, research and development files, advertising materials, audio/visual materials, and photographs. Portions of the collection will be opened for research use in 2010, beginning with the administrative and organizational records. Additional series will become available as they are processed.

- Thomas W. Lamont Papers (1894-1948). 144 lin. ft. (286 boxes, 21 v.).
Materials relating to investment banker Thomas Lamont's partnership in J. P. Morgan & Company, his Exeter and Harvard connections, various directorships, congressional hearings which concerned him, properties, charitable interests, and especially to his role in the World War I Peace Conference and subsequent monetary and reparations commissions that highlight his expertise in international finance. Correspondents include well-known literary and political figures of this country and abroad during the 1920s and 1930s. Correspondence; articles; speeches; files relating to the *New York Evening Post*, 1917-1923, and *The Saturday Review of Literature*, 1924-1948; records, 1906-1916, of Lamont, Corliss and Company; clippings, and photos.

Noteworthy collections:

- Harvard Business School Archives (1908-present).
The HBS Archives record the history of the Harvard Business School from its founding in 1908 to the present day. The published and unpublished materials included in the collection trace the continuing developments and innovations in business education pioneered at the school. Major components of the collection include the teaching files and research papers of HBS faculty as well as the official records of all administrative departments. Class notes, student publications, event posters, and other materials vividly capture student life on campus. Particularly rich in photographic images that illustrate the history of HBS, including faculty members, students, the campus, and special events. Highlights include those listed below.

- Alfred D. Chandler Papers (1928–2004). 124 lin. ft. (234 boxes, 1 carton).
Reflects the work and intellectual development of Alfred D. Chandler from graduate school at the University of North Carolina at Chapel Hill and Harvard University, through his tenures at MIT, Johns Hopkins University, and HBS, to his position as professor emeritus. Covers a period of over sixty years during which Chandler studied the historical evolution and organizational development of the modern corporation and includes many of his lecture and seminar notes and almost the entire body of his professional correspondence. It is rich in research material gathered in the course of his comparative studies of corporate structure and its development in the U.S. and in other industrial economies, including a wealth of research notes taken and photocopies made from records in institutional and company archives.
- Fritz J. Roethlisberger Papers (1918–1974). 14 lin. ft. (11 boxes, 9 cartons).
Includes Roethlisberger's teaching, administrative, and research materials while at HBS and his research materials relating to the Hawthorne Studies at the Western Electric Company. Includes speeches, writings, correspondence, interviews, administrative files, and student notes.
- Elton Mayo Papers (1909–1960). 9 lin. ft. (13 boxes, 3 cartons).
Psychologist Elton Mayo was a professor and Head of the Dept. of Industrial Research at HBS. Types of materials included in this collection are professional and personal correspondence, administrative, research and teaching materials from HBS and abroad, writings, and speeches.
- Lawrence J. Henderson Papers (1906–1942). 5.9 lin. ft. (4 boxes, 4 cartons).
Documents the career of Lawrence J. Henderson, Professor of Biological Chemistry at Harvard University. Includes correspondence, speeches, writings, and materials that document his work at the Fatigue Laboratory, the National Academy of Arts and Sciences, and the National Research Council.

Noteworthy collections: Photographic collections: <http://www.library.hbs.edu/hc/pc/>

The photograph holdings are the result of a tradition of extensive collecting efforts for research and teaching that began with the founding of HBS in 1908. Significant holdings include:

- United Fruit Company Photograph Collection (1891–1962). 78 boxes.

Founded in 1899 by the merger of the Boston Fruit Company and several other companies producing and marketing bananas from the Caribbean islands, Central America, and Colombia. By the early 1930s, the company had absorbed more than twenty rival firms, making it the largest employer in Central America. United Fruit cleared and planted undeveloped tracts of land, created extensive railroad and port facilities, and operated a large steamship unit known as “The Great White Fleet.” The company came to own or lease properties in Honduras, Costa Rica, Guatemala, Panama, Colombia, Cuba, Jamaica, and other countries of Central and South America and the West Indies.
- Automobile Industry Photograph Collection (1931–1944). 25 boxes.

In the 1930s, Charles H. Taylor, a founding member of the Business Historical Society and treasurer of the *Boston Globe*, and J. T. Sullivan, automotive editor and writer for the *Boston Globe*, solicited more than 2,000 photographs from automobile manufacturers. Companies provided images of plants, manufacturing activities, assembly lines, World War II production of military vehicles and equipment, factory employees, industrial researchers, and designers. Publicity stunts and events featured include cross-country races, goodwill tours, and celebrity appearances. The holdings represent intriguing examples of advertising photography with male and female models demonstrating special features of the models, and close-up views providing details of front grilles, trunks, interiors, and engines. Also contains printed materials from auto show press kits.
- Industrial Life Photograph Collection (1920–1941). 58 boxes.

During the Depression, Harvard colleagues Donald Davenport and Frank Ayres acquired photographs illustrating the interaction of worker and machine to supplement classroom instruction at HBS, where there was an increasing focus on industrial relations. Ayres and Davenport contacted 115 leading companies (International Harvester, Hershey’s Chocolate, Kraft-Phenix Cheese Corporation, U.S. Steel, and General Motors among them), as well as industries in Sweden, France, Germany, Italy, Japan, and Russia. They gathered more than 2,100 photographs dating from the 1920s to the early 1940s—from hardhats operating rail trucks in the depths of the International Salt Company mines to uniformed women of the California Fruit Growers Exchange packing produce in cavernous factory spaces.

Other noteworthy collections: Print

- Baker Old Class Collection (ca. 1840–1971).
This is the name assigned to materials that were acquired prior to 1971 for the general collection at Baker Library. The collection is a particularly valuable resource for tracing the development and growth of American and global business and industry from the late nineteenth century to the first half of the twentieth century. The rich holdings include trade publications, government documents, corporate histories and publications, and business directories. The unique arrangement of the collection brings together books, periodicals, and pamphlets by industry, allowing researchers to readily browse related research materials.
- Historic Corporate Reports (ca. 1820–present).
Consists of selected original company documents from circa 1820 to the present for ca. 20,000 companies. Included are annual reports, prospectuses, proxies, registration statements, and miscellaneous items such as brokerage-house reports, charts, and unpublished corporate histories. Baker Library is committed to maintaining and developing this collection of annual reports and related material in their original paper form.
- Kress Collection of Business and Economics (1400s–ca. 1850).
Includes rare books, pamphlets, broadsides, manuscripts, and prints covering the history of political economy, economic philosophy, business theory, commerce, finance, taxation, money and banking, trades and manufactures, agriculture, transportation, labor, and socialism. Classics of economic thought and ephemeral material provide a historical context for the growth and dissemination of ideas and bring to light valuable resources for an expanding range of disciplines, including the history of technology, philosophy, African-American studies, gender studies, history of science, and social and cultural history.
There are several special collections within the Kress Collection, including the Bancroft Collection, which focuses on the speculation mania, particularly the South Sea Bubble, that swept England and the Continent around 1720; the Bleichroeder Print Collection, which illustrates the subjects of money, banking, and financial history from the sixteenth to the nineteenth centuries; and the Vanderblue Memorial Collection of Smithiana, one of the most comprehensive collections of works by and about Adam Smith.

84. Massachusetts Historical Society

1154 Boylston Street
Boston, MA 02215

Phone: (617) 536-1608

Fax: (617) 859-0074

E-mail: library@masshist.org

Website: <http://www.masshist.org/index.php>

Hours: M-F 9 am-4:45 pm; Sat 9 am-4 pm; reading room open Th until 7:30 pm

Contact persons:

Peter Drummey, Stephen T. Riley Librarian: (617) 646-0501; pdrummey@masshist.org

Elaine Grublin, Reference Librarian: (617) 646-0509; egrublin@masshist.org

Jeremy Dibbell, Assistant Reference Librarian: (617) 646-0532; jdibbell@masshist.org

Research center: The Research Department is responsible for outreach to the scholarly community. Its programs include seminars, conferences, brown bag lunches, and research fellowships. The department also edits the society's periodical and oversees research-related special projects. Contact is Conrad E. Wright, Worthington C. Ford Editor and Director of Research, phone - (617) 646-0512 or e-mail: c/wright@masshist.org.

Publications: *Massachusetts Historical Review*

Fellowships: The MHS now offers approximately twenty short-term fellowships and will help to provide at least eleven New England Regional Fellowship Consortium grants for projects that draw on the resources of several participating institutions, and at least two long-term MHS-NEH fellowships for study at the MHS. See <http://www.masshist.org/fellowships/> for more information.

Overview:

The Massachusetts Historical Society's library is, primarily, a manuscript repository. It holds more than 3,600 manuscript collections comprising in excess of 12 million document pages. Personal and family papers constitute the core of the manuscript collection, augmented by institutional and early business records. While the MHS collects documents from all eras up to the present, the bulk of the collection represents the periods from the beginning of European settlement through the early decades of the twentieth century.

Noteworthy collections:

- Lee Family Papers (1535-1957). 23 boxes, 165 v.
Henry Lee (1782-1867) was a prosperous India merchant and free-trade economist and publicist. His wife was Mary Jackson Lee (1783-1860). Their son Henry Lee, Jr. (1817-1898), was a banker, theatrical entrepreneur, and political reformer who served as military aide-de-camp to Massachusetts Civil War Governor John Albion Andrew. This collection consists of the papers of the Lee family, primarily the correspondence, writings, and business records of Henry Lee and Henry Lee, Jr.
- Forbes Family Papers (1732-1931). 59 boxes.
Consists of the correspondence and other papers of the Forbes family of Milton, MA, mostly Robert Bennet Forbes (1804-1889), Francis Blackwell Forbes (1839-1908), and James Murray Forbes (1845-1937). The collection primarily documents the commercial activities of various members of the family engaged in the China trade and other business interests during the eighteenth, nineteenth, and early twentieth centuries.
- Amory Family Papers (1697-1894). 180 v.
Business, estate, and personal papers of the Amory family and related Coffin and Sullivan families of Boston, MA. Business papers pertain to the multi-generational family merchant establishments John and Jonathan Amory; Amory, Taylor, and Rogers; Cutler and Amory; and Jonathan and Thomas Amory and Company. Included in the collection are correspondence, shipping papers, estate inventories, wastebooks, account books, cash books, invoices, letterbooks, bills, and receipts.
- Atkins Family Papers (1845-1950). 41 boxes, 188 vols. in cases, and 26 extra tall volumes in cases.
Consists primarily of account books, letterbooks, cash books, and other business and financial records of the Atkins family of Boston and Belmont, MA, sugar merchants engaged in trade with Cuba, 1845-1950. The bulk of the materials relate to the Soledad estate. Information about the day-to-day management and operation of the estate is found in correspondence between Edwin F. Atkins in Boston and J. S. Murray and L. F. Hughes, two managers of the Soledad estate.

Cambridge, MA

85. Harvard University, Houghton Library

Harvard Yard
Cambridge, MA 02138

Phone: (617) 495-2441

Fax: (617) 495-1376

E-mail: houghref@fas.harvard.edu

Hours: M-F 9 am-5 pm

Contact persons:

Rachel Howarth, Associate Librarian for Public Services: (617) 496-8679;
rhowarth@fas.harvard.edu

James Capobianco, Reference Librarian: (617) 495-2440; jcapob@fas.harvard.edu

Overview:

The collections of the Houghton Library focus on the study of Western civilization. Materials relating to American, Continental, and English history and literature comprise the bulk of these collections and include special concentrations in printing, graphic arts, and the theater.

Noteworthy collections:

- Houghton Mifflin Company Contracts 1831-1979 (inclusive), 1880-1940 (bulk) 48 lin. ft.
Publishing house of Boston, MA, traces its roots back to the firm of Ticknor and Fields, the premier “literary” publishing house in the U.S. during the middle years of the nineteenth century. Files include book and journal contracts, along with related materials such as copyright renewals, assignment of copyrights, copyright certificates, copyright cards, copyright deposit receipts, purchase orders, title pages, correspondence and interoffice memoranda, option agreements, and literary scout agreements. Correspondence and interoffice memoranda usually concern the fate of printing plates, royalties, remaindering of books and authors’ estates and executorships. Documents and correspondence about wills and estates are noted. Also includes business records (disposal of printing plates, remainders, royalties),

non-book contracts, and occasionally correspondence not related to contracts.

- Forbes Family Business Records (1803-1942). 21 lin. ft.
The Forbes family of Boston and Milton, MA, was one of the most important families of Boston merchants engaged in the China trade. John Murray Forbes (1771-1831) was U.S. consul at Hamburg and Copenhagen (1801-1819) and U.S. agent at Buenos Aires (1819-1831). His nephews Thomas, Robert Bennet, and John Murray Forbes were connected with Russell and Company and Perkins and Company in the China trade. John Murray Forbes (1813-1898) was later involved in railroad development in the west. His grandson W. Cameron Forbes (1870-1959) was a partner in J. M. Forbes and Company and governor-general of the Philippines (1909-1913).
- Golding Manufacturing Co. Records (1864-1944). 6 lin. ft.
Founded in 1869 by William Hughson Golding (1845-1916), in partnership with Edward H. Dennison. They were a principal producer in the nineteenth and early twentieth centuries of letter press equipment, manufacturing platen job presses and other printing equipment primarily in Boston, but later also in Franklin, MA. Collection includes the business records of Golding & Co., including financial ledgers, legal documents, correspondence, and other miscellaneous papers concerning the business.

86. Harvard University, Schlesinger Library

10 Garden Street
Cambridge, MA 02138

Phone: (617) 495-8647

E-mail: http://www.radcliffe.edu/schles/ask_a_librarian.aspx

Hours: M-F 9:30 am-5 pm

Contact persons:

Ellen M. Shea, Head of Reference Services: (617) 495-8549

Lynda Leahy, Reference Librarian: (617) 384-9329

Sarah Hutcheon, Reference Librarian: (617) 495-2066

Fellowships and grants: The Schlesinger Library sponsors research grants for those using the library's holdings. Carol K. Pforzheimer Student Fellowships support Harvard undergraduate study. Research Support Grants are open to faculty from any college or university and to independent scholars. Dissertation Grants are open to scholars who are enrolled in a doctoral program in a

relevant field, have completed their course work toward the doctoral degree, and have an approved dissertation topic by the time the application is submitted. Application cover sheets are available in January of each year. Deadlines are in April. More information may be obtained at <http://www.radcliffe.edu/schles/grants.aspx>.

Overview:

The Arthur and Elizabeth Schlesinger Library on the History of Women in America exists to document women's lives and endeavors. Its wealth of resources reveals the wide range of women's activities at home in the United States and abroad from the early nineteenth century to the present day.

Noteworthy collections:

- Lydia E. Pinkham Medicine Company Records (1776–1968; bulk, 1859–1968). 185 lin. ft.
Founded in 1873 by the children of Lydia Estes Pinkham (1819–1883) to sell the vegetable compound that she had been giving away as a cure mainly for female maladies. The company eventually had operations in Mexico and Canada as well as the U.S., and its trademark was registered in Europe, Latin America, the Caribbean, and East Asia. In 1968, the company was sold to Cooper Laboratories of Connecticut (later of California). Contains financial records including journals, ledgers, cashbooks, payroll records, freight bills, orders, price lists, contracts, inventories, and taxes; advertising registers and test copies of ads; correspondence; notebooks; market and research studies; trademark registrations; manufacturing, labeling, packaging, and shipping records; articles; photos; pamphlets; clippings; and books that depict the daily operations of the company. Financial records date from 1859 when the Pinkham Compound was sold privately but are much more complete after incorporation in 1873. Also included is a complete series in various languages of Pinkham pamphlets, which incorporate women's testimonials and Mrs. Pinkham's advice, and were used as ads; and detailed studies from the 1850s of herbs and female maladies. Family papers reveal Pinkham's attitude toward her family and document a 1920s controversy over control of the company. There are records pertaining to the obscenity charges against Pinkham advertising (1900), investigations by the Food

and Drug Administration and the Federal Trade Commission, audiotapes of radio ads, posters, architects' drawings, novelties, and actual samples of Pinkham products. Most testimonial letters were destroyed by the company to protect the writers' privacy; a few are included.

- Women's Equity Action League Records (1967–1990). 70 lin. ft. WEAL was a national membership organization, with state chapters and divisions, dedicated to improving the status and lives of all women by concentrating on economic advancement primarily through education, litigation, and legislation. Objecting to the National Organization for Women's (NOW) support of women's right to abortion, as well as to NOW's tactics of picketing and demonstrating in pursuit of its goals, Betty Boyer and other Ohio members of NOW founded WEAL in 1968. The WEAL Fund was incorporated in 1972 to help secure legal rights for women and to carry on educational and research projects on sex discrimination. It was the tax-deductible arm of the Women's Equity Action League until 1981, when it merged with WEAL. WEAL took steps toward dissolution in 1989. Collection contains bylaws; minutes and agendas of board and annual meetings; reports; financial, committee, and membership records; correspondence with officers, board members, government officials, state chapter and division presidents, and the public; annual reports; officers' manuals; publications; mailings; program materials; speeches; memoranda; photographs; subject files; and clippings.
- Records of the Harvard-Radcliffe Program in Business Administration (1936–1977; bulk, 1936–1963) 45 lin. ft. The Training Course in Personnel Administration, created in 1937, was one of several programs designed by Edith Stedman, of the Appointment Bureau, to prepare students for their careers. In 1944, the course was renamed the Management Training Program and expanded to provide management and business training. In 1955, it became the Harvard-Radcliffe Program in Business Administration and offered a one-year course to women graduates taught and administered by the faculty of the HBS. This program was discontinued in 1963 when women were admitted to the Business School. Consists of the records of the Training Course in Personnel Administration, the Management Training Program, and the Harvard-Radcliffe Program in Business Administration. Included are office files,

publicity material, newsletters, student records, student field work reports, and later employment histories.

- Corner Book Shop (New York, NY) Records (1940–1980). 12 lin. ft.

The Corner Book Shop, 102 Fourth Ave, NYC, was founded by Eleanor Lowenstein in 1940. It specialized primarily in books on food, cookery, and wine; other specialties were theater, radio, television, puppetry, crime, and psychology. Lowenstein, a Cornell graduate and former social worker, became an internationally renowned expert on cookbooks and edited two revised editions of Waldo Lincoln's bibliography, *American Cookery Books*, published by the American Antiquarian Society, 1954 and 1972. Records of the Corner Book Shop consist of correspondence with customers (some of them well known in the culinary field); correspondence with and orders to publishers and European booksellers; shop catalogs and orders from them; day books recording sales in the shop; papers about shop assistants, taxes, and publicity; and correspondence, orders, reviews, and other papers concerning the bibliography.

- The Window Shop Records (1939–1992). 13.5 lin. ft.
Opened in Cambridge, MA, in 1939 to offer employment to and raise money for refugees from Germany and Austria. It developed into a restaurant and gift shop, managed by Elsa Brändström Ulich; in the mid-1940s, it added a Friendship House, which had a library and held lectures and English lessons; and provided medical insurance, retirement pensions, grants-in-aid, and scholarships. After unsuccessful attempts to aid Hungarian refugees in 1956 and Cubans in 1962, and faced with a deficit, the business closed and the property was sold to the Cambridge Center for Adult Education. The profits of the sale were transferred to the Window Shop, Inc. Scholarship Fund. Collection includes correspondence, financial records, board and committee minutes, case and scholarship files, scattered annual reports, oral histories with founders, articles, and historical material about the Window Shop, personnel files, clippings and publicity, photographs, and audio material.

87. MIT Libraries

Institute Archives and Special Collections
14N-118, 77 Massachusetts Ave.
Cambridge, MA 02139-4307

Phone: (617) 352-5690

Fax: (617) 258-7305

E-mail: mithistory@mit.edu

Website: <http://libraries.mit.edu/archives/>

Hours: M-Th 10 am-4 pm; advance notice req'd because collections are housed off-site

Contact person:

Nora Murphy, Reference Archivist: (617) 253-5690; mithistory@mit.edu

Finding aids: Available on website or on request

Published information on Archival Holdings: Current information is available at the Institute Archives and Special Collections web site: <http://libraries.mit.edu/archives/>

Overview:

The Institute Archives and Special Collections serves as the “memory” of MIT, collecting and preserving records that document MIT’s history and the people who have been a part of that history. The collections include both published and unpublished materials in various formats with a total volume of over 39,000 items from 1804-2009, primarily since WWII. Subjects documented in the collections include the founding and growth of MIT, the work and discoveries of MIT’s faculty and students, current issues of MIT and their evolution, the development of modern science and technology and its impact on society, the role of scientists and engineers in the formation of US science policy, and MIT’s influence in the world beyond the Cambridge campus. Collections include MIT’s official records; selected personal and professional papers of MIT faculty, staff, and students, and some records of non-MIT persons and organizations whose activities complement the archives’ holdings; MIT publications, MIT theses, and MIT rare book collections.

Noteworthy collections:

- Underwood Company (MC486) (ca. 1881–1982). 230 flat boxes, 1 manuscript box, 1 folder.
Collection is unprocessed but available for use. Consists of business records, scrapbooks, photograph albums, sales ledgers, and artifacts created by or in connection with the William Underwood Company. A container list is available on request.
- Arthur D. Little, Inc. (MC579) (1909–2000; bulk, 1940s–1990s). 77 record cartons, 115 manuscript boxes, 2 flat boxes, 1 tube.
See <http://libraries.mit.edu/archives/research/collections/collections-mc/pdf/mc579.pdf> for a collection description.

Chestnut Hill, MA

88. Boston College

Burns Library
140 Commonwealth Avenue
Chestnut Hill, MA 02467

Phone: (617) 552-4861

Fax: (617) 552-2465

E-mail: burnsref@bc.edu

Website: <http://www.bc.edu/libraries/>

Hours: M-F 9 am–5 pm; Sat 10 am–2 pm

Contact persons:

Shelley Barber, Library/Archives Assistant: (617) 552-3248; shelley.barber@bc.edu

Amy Braitsch, Assistant Archivist: (617) 552-3249; amy.braitsch@bc.edu

David E. Horn, Head, Archives & Manuscripts: (617) 552-3698; horndc@bc.edu

Overview:

The Burns Library is home to more than 250,000 volumes, some 16,000,000 manuscripts and important collections of architectural records, maps, artworks, newspapers, photographs, films, prints, artifacts and ephemera. These materials are housed in the climate-controlled, secure environment of Burns either because of their rarity or because of their importance as part of a special collection. While treated with special care, these resources are available for use to all qualified students, faculty, and researchers. Visitors are

always welcome, and the library features an attractive and ambitious exhibits program.

Noteworthy collections:

- Home Savings Bank, Records (ca. 1871–ca. 1945). 45 lin. ft.
Composed mainly of business and financial records of the bank. In addition there are some photographs and letterpress books with copies of the bank's outgoing correspondence. Home Savings Bank was incorporated in 1869. By the 1980s, its name had changed to Yankee Bank for Finance and Savings.
- John Donnelly & Sons Records (1884–1969). 13 lin. ft.
John Donnelly & Sons was founded in 1850. The company became a leader in outdoor advertising with offices in Worcester, Boston, and other American cities. The collection consists of scrapbooks documenting the operations of John Donnelly & Sons, Inc., as well as the advertising business in Boston, MA, and other parts of New England. Also includes photographs, newspaper clippings, and some correspondence.
- Savings Banks Association of Massachusetts Records (1918–1986). 27 lin. ft.
Established in 1918. Through various activities it promoted the concerns of the state's savings banks, especially in the area of legislation. In 1986, the association merged with the Massachusetts Bankers Association. Composed of administrative records of the association, including meeting minutes, publications, reports, photographs, and other materials. There is also a scrapbook on the Massachusetts Association of Savings Bank Women.
- Union Savings Bank of Boston Records (1865–[1958?]). Ca. 68.75 lin. ft.
The Union Institution for Savings was founded in 1865 by Rev. John McElroy, S. J., with the assistance of local Catholic laymen. Especially in its early years the bank was patronized by Irish immigrants. In 1927, it became the Union Savings Bank of Boston. In 1968, the bank merged with the Warren Institution for Savings to become Union Warren Savings Bank. Consists of scrapbooks, meeting minutes, account books, correspondence and related business and financial records of the bank. Also includes ledgers, which provide information on the origin and occupations of depositors.
- Boston Gas Company Records (1832–1980; bulk, 1880–1980). 27.75 lin. ft.

Boston Gas Light Company was founded in 1822. In 1905, the company was merged with others to form the Boston Consolidated Gas Company, which was a utility subsidiary of Massachusetts Gas Companies. In 1939, Massachusetts Gas Companies was succeeded by Eastern Gas and Fuel Associates. In later years, other companies were merged with Boston Consolidated. In 1955, the name of the company became Boston Gas Company. By 1980, Boston Gas Company was the largest gas utility in New England. The materials document administrative, financial, and legal issues of the Boston Gas Company. Many of the publications discuss the company's history. The photographs include images of immigrants and other employees at work and at social activities, as well as images of equipment, facilities, and construction sites in eastern Massachusetts. Also includes some publications on gas companies in other parts of the United States.

- Bookbuilders of Boston Records (1937-present). 0.30 lin. ft. Bookbuilders was founded in 1932 to promote high standards in the field of bookmaking. In 1957, it established the New England Book Show, which still continues. Other activities include sponsoring workshops, exhibits, and scholarships relating to publishing and book design. Composed of administrative records of Bookbuilders. Includes correspondence, memoranda, meeting minutes, publications, photographs, notebooks, and related items. The materials document various activities of the association, including dinner meetings, executive committee meetings, the annual Book Show, and other events.

Lowell, MA

89. American Textile History Museum

Osborne Library
491 Dutton St.
Lowell, MA 01854

N.B. Formerly known as the Museum of American Textile History and the Merrimack Valley Textile Museum. Formerly in North Andover, MA; now in Lowell, MA.

Phone: (978) 441-0400

Fax: (978) 441-1412

E-mail: csheridan@athm.org

Website: www.athm.org

Hours: M-F 9 am-5 pm by appt.

Contact persons:

Clare Sheridan, Librarian: (978) 441-0400 x228; csheridan@athm.org
Jane Ward, Asst. Librarian: (978) 441-0400 x223, 225; jward@athm.org
Margaret Duggan, Cataloger: (978) 441-0400 x235; mduggan@athm.org

Research center: Osborne Library

Publications: (arranged newest-oldest)

Hudon, Paul. *The Valley & Its Peoples: An Illustrated History of the Lower Merrimack*. [2nd ed.] Sun Valley, CA: American Historical Press, sponsored by the Merrimack Valley Textile Museum, c2004.

Wilson, Kathleen Curtis. *Textile Art from Southern Appalachia: The Quiet Work of Women*. An exhibition organized and presented by the American Textile History Museum, Lowell, MA, Feb. 4-May 27, 2001. Johnson City, TN: The Overmountain Press, 2001.

Dressed for the Part: Hollywood Costumes from the Silver Screen. An Exhibition Organized by the American Textile History Museum, Nov. 16, 1999-March 12, 2000. Lowell, MA: American Textile History Museum, 1999.

Art Underfoot: The Story of Waldoboro Hooked Rugs. An Exhibition...Organized by the American Textile History Museum, Aug. 15-Oct. 3, 1999. Lowell, MA: American Textile History Museum, c1999.

Fagan-Affleck, Diane. *Just New from the Mills: Printed Cottons in America... from the Collection of the American Textile History Museum*. 2nd ed. Lowell, MA: American Textile History Museum, 1997, 1987.

Hoffman, Victoria. *Quilts: A Window to the Past: An Exhibition Presented by the Museum of American Textile History, June 20, 1991-Sept. 8, 1991*. North Andover, MA: Museum of American Textile History, 1991.

Fagan-Affleck, Diane, and Paul Hudon. *Celebration and Remembrance: Commemorative Textiles in America, 1790-1990. [An exhibition], Sept. 9, 1990-Jan. 13, 1991*. North Andover, MA: Museum of American Textile History, 1990.

Weible, Robert, and Francis R. Walsh, eds. *The Popular Perception of Industrial History. Essays from the Lowell Conference on Industrial History, 1985*. [Lanham, MD]: AASLH Library and the Museum of American Textile History, c1989.

Weible, Robert, ed. *The World of the Industrial Revolution: Comparative and International Aspects of Industrialization. Essays from the Lowell Conference on Industrial History, 1984*. North Andover, MA: Museum of American Textile History, 1986.

Armstrong, John Borden. *Factory under the Elms: A History of Harrisville, New Hampshire, 1774-1969*. 2nd ed. North Andover, MA: Museum of American Textile History, c1985.

Weible, Robert, ed. *The Arts and Industrialism and The industrial City. Essays from the Lowell Conference on Industrial History, 1982 and 1983*. North Andover, MA: Museum of American Textile History, 1985.

Wright, Helena E. *The Merrimack Valley Textile Museum: A Guide to the Manuscript Collections*. New York: Garland Publishing, 1983.

Kulik, Gary, Roger Parks, and Theodore Z. Penn, eds. *The New England Mill Village, 1790-1860*. Cambridge, MA: MIT Press; North Andover, MA: Merrimack Valley Textile Museum, c1982.

Roddy, Edward G. *Mills, Mansions and Mergers: The Life of William M. Wood*. Lowell, MA: American Textile History Museum, c1982.

Stachiw, Myron O. *Negro Cloth: Northern Industry & Southern Slavery*. North Andover, MA: Merrimack Valley Textile Museum, 1981.

Gordon, Beverly. *Shaker Textile Arts*. Hanover, NH: University Press of New England with the cooperation of the Merrimack Valley Textile Museum and Shaker Community, Inc., 1980.

Linen-making in New England, 1640-1860: All Sorts of Good Sufficient Cloth. North Andover, MA: Merrimack Valley Textile Museum, 1980.

The Lower Merrimack River Valley: An Inventory of Historic Engineering and Industrial Sites. 2nd ed. North Andover, MA: Merrimack Valley Textile Museum, 1978.

Greater Lawrence, a Bibliography: An Annotated Guide to the History of Andover, Methuen, Lawrence and North Andover. Compiled by Juliet Haines Mofford. North Andover, MA: Merrimack Valley Textile Museum, 1978.

Homespun to Factory Made: Woolen Textiles in America, 1776-1876. North Andover, MA: Merrimack Valley Textile Museum, c1977.

New City on the Merrimack: Prints of Lawrence, 1845-1876. Introduction by Helena Wright. North Andover, MA: Merrimack Valley Textile Museum, c1974.

Finding aids: Finding aids for business records and personal papers available on paper. Catalog record available on OCLC. Finding aids currently being encoded (EAD).

Published information on archival holdings: Wright, Helena. *The Merrimack Valley Textile Museum: A Guide to the Manuscript Collections*. New York: Garland Publishing, 1983.

Overview:

The library collects the documentary evidence of the American textile industry, supported by curatorial collections of textiles, costume, and industrial and pre-industrial tools and machinery. The library

collections consist of books, pamphlets, government documents, trade catalogs, advertising, postcards, stereographs, cloth labels, paintings, prints, architectural/engineering drawings, blueprints, insurance maps, glass plates, glass slides, films, and business records and personal papers. The library collects information from all periods and from all regions of the United States, although New England predominates. Subjects include textile technology, manufacturing, business history, law and commerce, labor, local history, art and design, clothing/textiles, factory fiction, factory construction, power transmission, etc. Non-American material is included especially in the area of dyes and dyeing, costumes, textiles, technology, and the industrial revolution. Total volume: 21,000 books/pamphlets; 7500 trade catalogs; 7630 advertising/ephemera; 824 collections of business records/personal papers; 570 serial titles; 37,000 images (photographs, glass plates, glass slides, prints, paintings, architectural/engineering drawings, blueprints, insurance maps, etc.) from 1607–2009 (bulk, 1840–1950).

Noteworthy collections:

- Books on dyes, dyeing, and printing (1611–2005). 400 items.
A comprehensive collection that includes treatises from England, France, Germany, Italy.
- Insurance Maps (1880–1940). 1,400 items.
Includes Barlow and Bancroft insurance maps from the late nineteenth century and Associated Mutual Insurance Co.'s maps from the twentieth century. These maps show an isometric view of buildings; the Barlow maps also include detailed descriptions of the mills.
- Images of nineteenth-century textile workers and mills (1850–1895). 11 images.
Daguerreotypes, ambrotypes and tintypes of nineteenth-century mills and workers generally pictured with tools of their trade: shuttles, bobbins, cloth, etc. Does not include hundreds of other images in other photographic mediums.
- Factory fiction (1814–2003). 130 items.
Includes fiction and magazines that have a textile mill setting. Subjects include strikes, romance, local history, ambition, etc. Also many children's books.
- Stevens Companies Business Records (1811–1972). 670 lin. ft.
Records of woolen mills founded by Stevens family in North Andover, MA, and other sites in New England; merged with J. P. Stevens of New York in 1946. Provides detailed information about

day to day business and manufacturing. Extensive financial and labor records; also correspondence between two generations of family businessmen. Bulk of records are from 1830-1920.

- Pemberton Mill Relief Committee, Lawrence, MA (1860-1861). 3 lin. ft.
Mill collapsed on January 10, 1860, killing 90 people and seriously injuring many others. The committee was established to investigate the victims' condition, and to administer and distribute the funds received. Collection includes minutes, ward inspections and physicians' reports, and numerous pieces of correspondence which detail the victims' condition and the relief provided.
- Hollingworth Letters (1826-1837). 35 items.
A family who emigrated to Massachusetts from Yorkshire, England, in 1826/27. Found employment as weavers, spinners, and machinists. Correspondence includes comments on their new environment, births, marriage, deaths, and politics. Affords a rare view of the effect that mechanization had on laborers. Published in 1969 as *The Hollingworth Letters: Technical Change in the Textile Industry, 1826-1837*, edited by Thomas W. Leavitt. Cambridge, MA. Published jointly by the Society for the History of Technology and MIT Press.
- Metcalf-Adams Letters (1796-1892). 2.5 lin. ft.
Subjects of letters include descriptions of mill work and social life in Lowell, education, religion, illnesses, work available for young people, and the 1864 presidential campaign. Supplemented by a collection of "mill girl" letters.

90. University of Massachusetts at Lowell

Center for Lowell History
40 French Street
Lowell, MA 01852

Phone: (978) 934-4997

Website: <http://library.uml.edu/clh/Collect.Html>

Hours: Tu 9 am-9 pm; Sat 10 am-3 pm

Contact person:

Martha Mayo, Director, Center for Lowell History: (978) 934-4998;
Martha_Mayo@uml.edu

Overview:

The Center for Lowell History houses materials in the History of Lowell, the B&M Railroad, and the University of Massachusetts Lowell.

Noteworthy collections:

- **Boston and Maine Railroad Historical Society Collection**
In 1978, arrangements were made to house the historic materials collected by the Boston and Maine (B&M) Railroad Historical Society. Consists of records, periodicals, books, maps, timetables, and photographs related to New England railroads.
- **Father John's Medicine Company Records**
In the 1860s, Lowell apothecary, Carlton and Hovey, began marketing a cough medicine developed by a local Catholic priest Father John O'Brien. This medicine became so popular that the apothecary was renamed Father John's Medicine Company. In the early 1980s the company was sold and moved its manufacturing plant to Cody, WY.
- **Gray (Railroad) Photograph Collection**
Finley Gray was dedicated to collecting and preserving photographs related to railways in Massachusetts. This collection contains hundreds of photographs of locomotives, stations, and railcars from early 1900s.
- **Lowell Central Labor Council/AFL-CIO Collection**
In the early 1980s, the Lowell Central Labor Council donated its archives to the Center for Lowell History. These archives contain the business records and papers of several unions from 1899 to 1978. These unions represent Barbers, Carpenters, Building and Construction Trades, Electrical Workers, Machinists, Plumbers, and Steamfitters.
- **Lowell Institute for Savings Collection**
Lowell Institute for Savings 1829-1992 was one of the earliest savings banks established in the U.S. When the LIFS was closed by federal authorities, hundreds of ledgers and files were donated to the university. Includes lists of depositors, bank records, directors' minutes, and correspondence.
- **Middlesex Canal Company Collection**
In the mid-1970s, the Middlesex County Court House, Cambridge, MA, transferred all of the records of the bankrupt Middlesex Canal Company, 1793-1853, to the university. Includes correspondence, ledgers, receipts, and invoices.

- Proprietors of Locks and Canals Collections
Provided the engineering skills, capital, and managerial knowledge to build a complex canal system. In the 1950s, Proprietors donated much of its technical library, architectural and engineering drawings, and photographs to the university.

North Dartmouth, MA

91. University of Massachusetts, Dartmouth Library

University Archives
285 Old Westport Road
North Dartmouth, MA 02747-2300

Phone: (508) 999-8689

Fax: (508) 999-8424

E-mail: <http://www.lib.umassd.edu/find/refquest.cfm>

Website: <http://www.lib.umassd.edu/archives/archives.html>

Hours: M-F 9:30 am-5 pm; Sat by appt. only (two weeks notice)

Contact persons:

Judy Farrar: (508) 999-8686

Sonia Pacheco: (508) 999-8695

Pat Sikora: (508) 999-9282

Overview:

The University Archives preserves historical records, publications, and graduate theses of the University of Massachusetts Dartmouth (University Records), as well as personal and professional papers of faculty, staff, students, and selected individuals and organizations from the surrounding communities of southeastern Massachusetts (Manuscript Collections). Manuscript collection strengths include documentation of local ethnic communities. Special Collections includes rare books, faculty publications, books on local historical topics, a collection of psychological tests, and the Robert F. Kennedy Assassination Archives.

Noteworthy collections:

- New Bedford Textile Worker's Strike of 1928, Oral History Interviews and Research Collection.

Assembled by Professor Dan Georgianna in the course of research for the book *The Strike of '28* (1993). It includes 45 oral history interviews on audiocassette of strike participants, family members of strikers, and strike leaders; transcripts to a portion of these interviews; and releases. Also includes original photographs and a microfilm edition of Mayor Ashley's scrapbook with index. The original of this scrapbook is in the New Bedford Public Library. Secondary materials include copies of articles from socialist and labor publications (contemporary to the strike), publications pertinent to background research, a bibliography of labor history materials, summaries of journal articles, and notes compiled by the authors of *The Strike of '28*.

Salem, MA

92. The Peabody Essex Museum

Phillips Library
East India Square (161 Essex St)
Salem, MA 01970

Phone: (978) 745-9500

Website: <http://www.pem.org/library/>

Hours: Wednesday, 10 am-5 pm; Th 1-5 pm

Contact person:

Sidney Berger, Ann C. Pingree Director of the Phillips Library

Fellowships: The Peabody Essex Museum of Salem, MA, accepts applications for fellowships (now up to six each year) to scholars who wish to use library and related collections for research and publication on New England, its history, cultures, and the interactions between New England and the world. Fellowships are open to advanced scholars, graduate students, independent scholars, and library and museum professionals. Modest stipends may be awarded for up to two months. More information may be found at <http://www.pem.org/library/fellowships/>.

Overview:

As one of New England's older libraries, the library has an international reputation as a major resource for maritime history and art, New England life and culture, American decorative arts, Asian art and culture, Native American history and art, the art and culture of Oceania, natural history, and genealogy. The library provides

researchers, curators, and the general public access to 400,000 printed volumes, over a mile in lin. feet of manuscripts, and an extensive collection of ephemera, broadsides, pamphlets, and a substantial run of periodicals.

Sturbridge, MA

93. Old Sturbridge Village

Research Library
1 Old Sturbridge Village Road
Sturbridge, MA 01566

Phone: (508) 347-3362

Website: www.osv.org

Hours: Tu, Th, F 9 am-4:45 pm by prior appt.

Contact person:

Jeannette Robichaud, Library & Visual Resources Assistant: (508) 347-0204;
jrobichaud@osv.org

Research center: Old Sturbridge Village Research Library

Finding aids: There are hard-copy finding aids for some manuscripts, but not all.

Published information on archival holdings: The Old Sturbridge Village website, www.osv.org, has a limited selection of transcriptions from the collection.

Overview:

Concentration is on the maternal, cultural, and everyday life in rural New England, 1790-1840. Total volume is approx. 33,000 print vols. and also microfilms, broadsides, maps, manuscripts from about 1700 to the present, predominantly from 1790-1870.

Noteworthy collections:

- Family papers: examples—Bullard family, Wight family
- Several banking collections: Hampshire, Herndon; Merino/Dudley Wool Co.; Ralph Kline Collection of Water Turbine Catalogs

Waltham, MA

94. Bentley College

Solomon R. Baker Library
175 Forest St.
Waltham, MA 02452

Phone: (781) 891-2168

Contact person:

Sheila Ekman, Director, Library & Archives: (781) 891-2303; sekman@bentley.edu

Overview:

Our three-story building features a comprehensive collection of print and online resources designed to support Bentley's mission by focusing on the intersection of business and the liberal arts. Bentley's collection currently contains 140,000 titles and spans the areas of business history, accounting, finance, economics, marketing, management, math, international studies, history, law, philosophy, religion, natural, behavioral and social sciences, technology, and special interest titles. Additionally, the library boasts a growing collection of more than 700 current periodical subscriptions, 400 audiobooks, and 4,500 popular and faculty teaching videos. Special collections for Careers, the Class Book, and Popular Reading can be found on the main and upper levels. The library subscribes to over 80 online research databases and several e-book collections.

MICHIGAN

Allendale, MI

95. Grand Valley State University Libraries

Special Collections & University Archives
1 Campus Drive
Allendale, MI 49401

Phone: (616) 331-2749

Fax: (616) 331-2720

E-mail: collections@gvsu.edu

Website: <http://main.gvsu.edu/library/specialcollections>

Hours: M-F 9 am-4:30 pm

Contact persons:

Robert Beasecker, Director of Special Collections & University Archives,
Seidman House: (616) 331-8556; beaseckr@gvsu.edu

Nancy Richard, University Archivist, Seidman House: (616) 331-8726; richanar@gvsu.edu

Overview:

Special Collections acquires, preserves, and provides access to the University Libraries' holdings of over 35,000 books; approximately 1,000 lin. feet of manuscripts; more than 15,000 photographic prints and negatives; a modest but growing collection of incunabula and sixteenth-century printing; and significant holdings of maps, broadsides, audio recordings, videos, motion-picture films, and ephemera.

Noteworthy collections:

- Michigan and the Great Lakes Region Collection
Contains general and local histories, biographies, political, cultural, and educational studies and business, transportation, and industrial commentaries that deal with Michigan, the Old Northwest, the Great Lakes, and Midwestern regions. Books, reports, periodicals, magazines, government documents.
- Morton Manufacturing Company
Business records of a Michigan-based manufacturer, established around 1870 to build steam engines, and later of machine tools for manufacturers of heavy machinery, steel and tin mills, railroad

shops, and for the military during WWII. Records, documents, plans, and contracts between 1940 and 1950 concerning work contracted by General Electric and the U.S. Navy.

Ann Arbor, MI

96. University of Michigan, Bentley Historical Library

1150 Beal Avenue
Ann Arbor, MI 48109-2113

Phone: (734) 764-3482

Fax: (734) 936-1333

E-mail: bentley.ref@umich.edu

Website: <http://bentley.umich.edu/>

Hours: M-F 9 am-5 pm; Sat 9 am-12:30 pm; advance notice of up to 1 week req'd

Contact persons:

Thomas E. Powers, Division Head: tepowers@umich.edu

Sally Bund, Assistant Archivist: sbund@umich.edu

Overview:

The Bentley Historical Library was established in 1935 by the University of Michigan Regents to carry out two functions: to serve as the official archives of the university and to document the history of the state of Michigan and the activities of its people, organizations, and voluntary associations.

Noteworthy collections:

- Schuler's Restaurant Records (1944-2002). 18 lin. ft. Historic restaurant based in Marshall, MI, specializing in American home-style cuisine. Since 1909, the Schuler family has owned and operated this Michigan institution. Records include administrative files, menus, advertising and publicity materials, slides, photographs, videotapes and scrapbooks.
- Roy Dikeman Chapin Papers (1886-1937). 32 lin. ft. and 7 v. [outsized]. President of Hudson Motor Car Company and U.S. Secretary of Commerce, 1932-1933. Correspondence, speeches, articles, interviews, business papers, receipts, scrapbooks, photographs,

and miscellaneous items of Chapin, his wife, and his biographer, John C. Long, concerning family matters, highway transportation, the automobile industry, general economic conditions, foreign trade, WWI, national defense, state and national politics, the Republican Party, and the University of Michigan; also extensive papers concerning the Hudson Motor Car Company, including information on management policies, production, and labor organizing.

- William T. Gossett Papers (1925-1987). 19 lin. ft.
Lawyer with the Bendix Corporation and the Ford Motor Company, and member of numerous legal and public service organizations. Speeches, articles and public statements; material relating to his activities with the American Bar Association, the National Legal Aid and Defender Association, and other legal groups concerning his interest in such topics as business ethics, campus government and student dissent in the 1960s, electoral college reform, and legal education; and material detailing his involvement in public service organizations concerned largely with civil rights and education; contracts, agreements, and other documentation relating to reorganization of Wesco Corporation (later National Theatres Corporation), 1933-1936; and reorganization of Fox Film Corporation and Twentieth Century Pictures, July-August 1935; also papers of Elizabeth Gossett relating to her public activities; and photographs.
- Henry Bourne Joy Papers (1883-1937). 19 lin. ft., 2 oversize folders, and 2 oversize v.
President of the Packard Motor Company. Correspondence concerning his business activities in Detroit, MI, his support of the Lincoln Highway Association, his campaign against the Eighteenth Amendment (Prohibition), and his interest in the Federal Council of Churches; also business letter books, 1888-1892, and 1902-1903; photograph album, 1915, concerning automobile trip from Detroit to San Francisco; scrapbooks, 1883-1937, containing newspaper clippings and articles relating to the development of the automobile industry, national economic affairs and Republican politics; and collection of printed pamphlets and newsletters, 1927-1936, of conservative individuals and organizations, including the American Coalition, American Liberty League, the Vigilant Intelligence Federation, the Daughters of the American Revolution, Elizabeth Dilling, Robert E. Edmonson, the Industrial Defense Association, the National Civic Federation, and the Union League of Michigan.

Correspondents include: James J. Couzens, Elizabeth Dilling, Warren G. Harding, Charles E. Hughes, Edward Hunter, Harry A. Jung, Alfred M. Landon, Andrew W. Mellon, Truman H. Newberry, Franklin D. Roosevelt, Theodore Roosevelt, Elihu Root, William H. Slayton, and William H. Taft.

- Unionism in the Automobile Industry Project Interviews (1959-1963). 130 vol.

Transcripts of interviews conducted with Michigan labor leaders by staff of University of Michigan and Wayne State University Institute of Labor and Industrial Relations. Concerns activities of the U.A.W., its organizing efforts, sit-down strikes of the 1930's, and policies of the Union during World War II.

- Michael Staebler Papers (1872-1934). 13.5 lin. ft.
Ann Arbor, MI, businessman, dealer in coal, farm machinery, bicycles, and automobiles. Correspondence, letterbooks, and various record books of Ann Arbor business enterprises owned and established by Michael Staebler and his family including Staebler and Elmer, Michael Staebler and Son, and Staebler and Sons. Records include coal sales to Ann Arbor residents, 1890-1903, record books of bicycle and automobile sales, 1890s-1930s, papers relating to the Michigan and Indiana Retail Coal Association, and miscellaneous papers of E. W. Staebler relating to his interest in cycling and the League of American Wheelman.
- *Detroit Post* and *Tribune* Company Records (1861-1886). 18 items and 1 volume.
Newspaper publishing company. Record book containing articles of incorporation and board minutes; also miscellaneous papers.

97. University of Michigan, Special Collections Library

7th Floor, Hatcher Graduate Library
913 S. University Avenue
Ann Arbor, MI 48109-1205

Phone: (734) 764-9377

Fax: (734) 764-9368

E-mail: special.collections@umich.edu

Website: <http://www.lib.umich.edu/special-collections-library>

Hours: M-F 10 am-5 pm; Sat 10 am-12 pm. Advanced notice appreciated for offsite material.

Contact person:

Kathleen Dow, Head of the Archives Unit: (734) 936-2312; kdow@umich.edu

Overview:

The Special Collections Library holds internationally renowned collections of books, serials, ancient and modern manuscripts, posters, playbills, photographs, and original artwork. It is home to some of the most historically significant treasures at the University of Michigan and includes in its holdings some 250,000 volumes of published books and serials, approximately 5,000 lin. feet of archival material, about 450 incunabula (books produced in the earliest stages of printing from movable type), and nearly 1,400 early manuscripts on vellum and paper.

Noteworthy collections:

- The Transportation History Collection (1500s-2000s; bulk, 1800s-1900s). 70,000 items.
This collection is an important body of printed and visual materials on the history of transportation, covering both modes of transportation and the infrastructure that supports them. It includes rare books, pamphlets, photographs, brochures, prints, maps, timetables, guidebooks, engineering and architectural drawings, and manuscripts. Subjects covered in the collection include ballooning and dirigibles, automobiles, roads, and highways, railroads and rolling stock, canals, bicycles, bridges, and carriages. The collection is outstanding for its in-depth coverage of many of the major aspects of modern Western transportation. Especially notable are the archives of the Lincoln Highway Association and of the Pierce-Arrow Company, and the papers of Charles Ellet, Jr., noted American Civil Engineer of the mid-nineteenth century.
- Lincoln Highway Association Archive (1911-1940). Ca. 3,000 black and white photographs.
Photos documenting the highway's route from New York to San Francisco.

Dearborn, MI

98. The Henry Ford, Benson Ford Research Center

20900 Oakwood Boulevard
Dearborn, MI 48124-4088

Phone: (313) 982-6020

Fax: (313) 982-6244

E-mail: research.center@thehenryford.org

Website: <http://www.thehenryford.org/research/index.aspx>

Hours: M-F 9 am-5 pm

Contact persons:

Judith Endelman, Director: judithe@thehenryford.org

Kathy L. Steiner, Head of Access Services: kathys@thehenryford.org

Terry Hoover, Chief Archivist: terryh@thehenryford.org

Research center: Benson Ford Research Center

Fellowships and grants: Simmons Internship Program and Clark Travel-to-Collections Research Grant Program. See the Benson Ford Research Center section of www.thehenryford.org for details.

Conferences and other programs: With Liberty and Justice for All Annual Symposium (Martin Luther King Day); Ideas and Innovations Annual Lecture Series; Books Etc. Sale

Publications: *Living History: Members Insiders' Guide to America's Greatest History Attraction*

Finding aids: Available in reading room. Books and a large percentage of trade catalogs, archival material, and periodicals cataloged and available in library's online access system and OCLC's WorldCat

Published information on archival holdings:

Hoover, Terry. "Henry Ford Museum & Greenfield Village." *Michigan Historical Review* 2, no. 1 (Spring 2001): 153.

Overview:

The collection includes books, periodicals, videos, and trade catalogs relating to the automotive, industrial, social and cultural history of America. 150,000 items from 1550 to the present, especially since 1800.

Noteworthy collections:

Records

- Ford Motor Company (1903-1980s). More than 10,000 cu. ft. Material relating to all corporate functions including legal, financial, manufacturing, public relations, advertising, and executive offices. Includes more than 470,000 Ford Motor Company photographs from 1890 to 1950s; Ford Motor publications, product literature, service manuals, and product parts drawings; and more than 350 Ford Motor Company and Henry Ford related oral histories.
- Armington and Sims Company (1882-1928). 14 cu. ft. Company noted for producing high quality steam engines for Henry Ford and the Edison Illuminating Co. Collection consists of order books, production cards, blueprints, patterns, price lists, engine lists, and patent records.
- Autocar Company Records (1897-1932). 107 cu. ft. Ardmore, PA, company which produced automobiles from 1897 until 1911, when they switched exclusively to truck manufacture and eventually became part of the White Motor Co. Bulk of the collection comprised of prints and negatives showing the company's products from 1897 to 1932. Also includes newspaper clippings and company bulletins.
- Boston & Sandwich Glass Company (1825-1892). 1 cu. ft. Materials include stockholders lists, actions taken by directors, information on financial matters such as stock dividends, audits, price agreements and salary adjustments, employee relations, work rules, wages, and glass formula books.
- Cogswell Brothers General Store (1882-1890). 0.5 cu. ft. Ledgers from a general store in Cincinnatus, NY.
- Du Pont Company Records (1887-1950). 7 cu. ft. Company organized by E. Paul DuPont in 1919 to produce the DuPont automobile. It went bankrupt in 1932 and merged with the Indian Motorcycle Company which survived until 1953. Collection contains records from both companies
- Gebelein Silversmiths, Inc. (1897-1986). 31 cu. ft. Records of a small but significant New England silversmith company operating in the craftsman tradition. Comprised of material related to both the business and creative side of the company, including financial statements, memo books, order and payroll ledgers, original product drawings, price lists and product descriptions, trade catalogs, and photographs.

- H. J. Heinz Company (1874-1990). 66 cu. ft.
Company pioneered the concept of prepared and packaged foods and brand name identification. Collection includes primarily advertising and marketing material including photographs and proofs, sales material, product packaging, account records, trade cards, and receipt books (as well as bottles, jars, crocks and other 3-D objects).
- Herman Miller, Inc. (1923-present). 170 cu. ft.
Ongoing collection of material from the Michigan-based furniture company noted for employing innovative designers such as Charles Eames and Gilbert Rohde. Material includes product literature, annual reports, articles and clippings about the company's designers, products and management styles and a limited number of fabric designs (as well as furniture).
- Locomobile Company (1902-1928). 30 cu. ft.
Records from the CT company known for its exceptionally fine automobiles and builders of Old 16, the winner of the 1908 Vanderbilt Cup. (Old 16 is in the museum's collection.) Collection includes business correspondence, advertisements, blueprints, ledgers, sales records and photographs and negatives of the company's products.
- North and Savage Company (1823-1869). 1 cu. ft.
Records of CT firearms manufacturer including bills and receipts, customer accounts, proxy statements and stockholder notices, correspondence, and a small selection of photographs.
- Stickley Furniture Company (1879-1979). 5 cu. ft.
Records of well-known furniture manufacturer including income and expense records, patents, meeting minutes and design drawings.
- Willoughby Company (1900-1939). 4 cu. ft.
Company built luxury auto bodies for all the major car companies and two presidential limousines until it failed in 1938. Collection documents the era of custom built one-of-a-kind automobile bodies and contains company correspondence, time books, and a selection of design drawings. Also includes Edward Willoughby personal correspondence documenting the company's failure.

Personal Papers:

- Papers of significant innovators in education and technology such as Thomas A. Edison, the Wright brothers, Noah Webster, William Holmes McGuffey, and John Burroughs.
- Papers of noted designers including William Mitchell, John Najjar, Virgil Exner, Buckminster Fuller, W. D. Teague.

Edison Institute Archives:

- Archival documentation from the founding of The Henry Ford in 1929 to the present including photographs, correspondence, and material documenting the history of each Greenfield Village structure and the design and construction of the Henry Ford Museum building.

Automotive Literature:

- Ca. 1,220 cu. feet of sales brochures, press kits, paint charts, color and trim books, owner's manuals, price books, and parts books. More than 1 million Ford Motor Company production parts drawings created between 1903 and 1957.

Trade Catalogs and Literature:

- More than 31,000 volumes of trade literature representing all types of manufactured goods.

Photographs:

- More than a million images ranging from early forms such as daguerreotypes, tintypes, and cartes de visite to panoramas, modern snapshots and digital photography. Major holdings include the Detroit Publishing Company (1880-1920), Detroit Edison Company (1896-1982), AAA Michigan (1950-1980) and the Mack Truck Company (1905-1947).

Detroit, MI

99. Detroit Public Library

Skillman Branch Library
121 Gratiot Ave.
Detroit, MI 48226

Phone: (313) 628-2851

Fax: (313) 628-2785

E-mail: nahc@detroitpubliclibrary.org

Website: http://www.detroit.lib.mi.us/Special_Collections/special_collections.htm

Hours: M-Sat 10 am-6 pm

Contact person:

John Gibson, Coordinator for Special Collections

Overview:

The NAHC documents the history and development of the automobile and other forms of motorized, wheeled, land transportation in the United States and abroad. Contains resources of over 600,000 processed items. Thousands of photographs which depict the automobile's historical, social, mechanical, and design aspects are available for public viewing, research, and publication. Automobile manuscript files contain more than 350,000 technical and descriptive items that illuminate the styling detail, specifications, and restoration of the automobile. Biographical files, personal papers, and business documents of both pioneers and corporate leaders offer insight into the development, industrial psychology, and economics of the automotive industry.

Kalamazoo, MI

100. Western Michigan University

Archives and Regional History Collections

1903 W. Michigan Ave.

Kalamazoo, MI 49008-5353

Phone: (269) 387-8490

Fax: (269) 387-8484

E-mail: <http://social.library.wmich.edu/cgi-bin/ask/ttx.cgi>

Website: <http://www.wmich.edu/library/archives/collections.php>

Hours: Tu-F 8 am-5 pm; Sat 9 am-4 pm

Contact person:

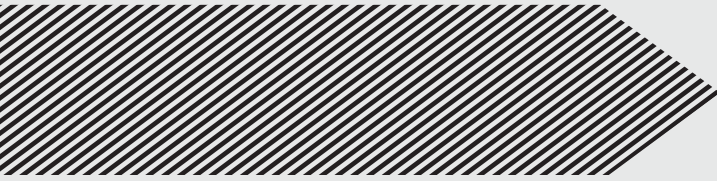
Sharon Carlson, Director, Archives and Regional History: (269) 387-8496;

sharon.carlson@wmich.edu

Publications on archival holdings: *Guide to the Western Michigan University Regional History Collections*. Kalamazoo: New Issues Press, 1998.

Overview:

Collections consist of historical university, regional, and local governmental records. The holdings total over 17,000 lin. ft. Regional manuscript collections include letters, diaries, business records, organizational records, photographs, and a variety of ephemeral materials documenting the social, business, political, and institutional history of southwestern Michigan.



Minnesota- Ohio

MINNESOTA

Minneapolis, MN

101. Charles Babbage Institute

211 Elmer L. Andersen Library
222 21st Ave. S.
University of Minnesota
Minneapolis, MN 55455

Phone: (612) 624-5050

Fax: (612) 625-8054

E-mail: cbi@umn.edu

Website: <http://www.cbi.umn.edu>

Hours: M-F 8:30 am-4:15 pm; Sat 9 am-1 pm; appts. req'd on Sat

Contact persons:

R. Arvid Nelsen, Archivist: (612) 625-4867; nels0307@umn.edu

Stephanie Crowe, Assistant Archivist: (612) 625-9053; horowo21@umn.edu

Fellowships and grants: Adelle and Erwin Tomash Fellowship in the History of Information Technology and the Arthur L. Norberg Travel Fund. See website for details.

Finding aids: For a browsable list of the archival collections, go to <http://www.cbi.umn.edu/collections/archmss.html>. You can search across finding aids to our collections and the other archives and special collections held at the University of Minnesota at <http://discover.lib.umn.edu/findaid/>.

Overview:

The CBI Archives collects, preserves, and provides access to rich archival collections and rare publications documenting the history of technology, from the era of tabulators and electromechanical calculators in the period prior to World War II through the development of the electronic digital computer, mainframes, mini and microcomputers, software, and networking. Oral histories, photographs, journal, serial publications, and a reference library complement the archival and special collections holdings. Over 5,000 cu. ft. of archival collections and print material from 1880-2007, primarily from 1935-1990.

Noteworthy collections:

- Burroughs Corporation Records (1880-1998). 450 cu. ft.

Contains records of the Burroughs Corporation and its predecessors, the American Arithmometer Co. and Burroughs Adding Machine Co. Materials include corporate records, photographs, films and video tapes, scrapbooks, papers of employees, and records of companies acquired by Burroughs during the company's tenure in the adding machine and computer industry, such as the System Development Corp., Charles R. Hadley Co., Control Instrument Co., ElectroData and Todd Co.

- Control Data Corporation Records (1946-1991). 350 cu. ft.
Documents the company's operations, goals, plans, and products from its inception in 1957 to 1992, and includes information about CDC's corporate philosophy and long-time president and CEO William C. Norris (1957-1986).
- Edmund C. Berkeley Papers (1923-1988). 75 cu. ft.
Contains correspondence, notes, memoranda, lists, reports, reference material, financial records, publications, posters, advertisements, photographs, and a videotape relating to Edmund Berkeley and Berkeley Enterprises. The earliest records in the collection relate to his insurance work, the applications of symbolic logic and computing machines to business, the formation of the Association for Computing Machinery, and his military service at Dahlgren. Later records focus on the publications and operations of Berkeley Enterprises as well as Berkeley's social activism.
- Calvin N. Mooers Papers (1930-1992). 37 cu. ft.
Contains personal correspondence of Mooers, and records of Zator Co., founded in 1947, and Rockford Research Institute, founded in 1961. Subjects found in the Zator Co. and Rockford Research Institute records include information processing and retrieval, a punched card system known as Zatocoding, library and information science, a programming language that Mooers helped design called TRAC (Text Reckoning and Compiling language), programming languages standards, and reactive typewriters.

102. Target Corporation

Archives & Heritage Services
33 S. 6th Street, CC-3630
Minneapolis, MN 55402

E-mail: Target.Archives@target.com

Website: www.Target.com

Hours: M-F 8 am-5 pm; appt. req'd and access restricted

Contact persons:

Tony Jahn, Sr. Corporate Archivist/Historian: (612) 304-8018; Tony.Jahn@target.com

Jamie Martin, Corporate Archivist: (763) 440-3221; Jamie.Martin@target.com

Overview:

Target Corporation, Target Stores, and former operating companies historic paper and digital records including photographs, audio/video, online, books and publications, media clippings, annual reports, awards, house organs, memorabilia, marketing ephemera, and advertising. Over 3,000 cu. ft. from 1860s-present, principally since 1962.

St. Paul, MN

103. Minnesota History Center

345 Kellogg Boulevard West
St. Paul, MN 55102

Phone: (651) 259-3300

Fax: (651) 297-7436

E-mail: reference@mnhs.org

Website: <http://www.mnhs.org/index.htm>

Hours: Tu 12-8 pm; W-F 12-5 pm; Sat 9 am-4 pm; Sun 12-4 pm

Contact persons:

Jennifer Jones, Head of Collections & Reference: (651) 259-3246; jennifer.jones@mnhs.org

James Fogerty, Head of Documentary Program: (651) 259-3243; james.fogerty@mnhs.org

Finding aids: See: <http://www.mnhs.org/collections/manuscripts/business.htm> for an extraordinarily comprehensive list of record collections related to business history.

Overview:

The Minnesota Historical Society preserves the records of Minnesota businesses and works with them to preserve and interpret their history. The society holds one of the largest sets of business records in the nation.

Noteworthy collections:

- Great Northern Railway Company, Corporate Records (1854-1970). 4,900 lin. ft.
Records of St. Paul-based railway, its predecessors, and its subsidiaries and affiliates. The collection documents its operations across the northern tier of western states for more than one hundred years, until its 1970 merger with the Northern Pacific, the Chicago, Burlington and Quincy, and the Spokane, Portland and Seattle that formed the Burlington Northern. Records include minutes, reports, correspondence and subject files, financial and accounting records, photographs, engineering drawings, land records, engineering and valuation records, advertising literature, timetables, publications, and many other materials documenting the principal staff and operating departments. Those include the offices of the president, secretary, treasurer, and comptroller; the law and land departments; mechanical and chief engineers; public relations and personnel officers; and managers responsible for rail operations.
- 3M Historical Corporate Records (1892-2004). 144 lin. ft.
Minnesota-based international manufacturing company that has produced a wide variety of products for industrial and household applications, including abrasive, adhesive, and magnetic tape products; sound, visual, and data recording equipment; nonwoven fiber technologies; and health care products.
- First Midwest Corporation (Minneapolis, MN), Records (1948-2000). 48 lin. ft.
Records of a Minneapolis-based holding company that provided venture capital to small businesses through a small business investment subsidiary, First Midwest Capital Corporation, and its predecessor, First Midwest Small Business Investment Company. The collection includes minutes and corporate record books, subject files, files on and records of certain subsidiary companies, and loan files. There is financial and investment information, correspondence and memoranda, news clippings, and similar material. Correspondents include First Midwest president Alan K. Ruvelson, officials of regulatory agencies, representatives of portfolio companies and of other venture capital firms, investors, and attorneys.
- Northwest Airlines Corporate Records (1917-1998; bulk, 1930-1994). 55.75 lin. ft.

Financial records, photographs, and subject files of a St. Paul-based commercial airline. The collection also includes accounting statements and reports, operating statistics, aircraft purchase agreements, photographic negatives, slides, advertising materials (including video and audio recordings), clippings, training aircraft operation manuals, study reports, historical and background information, records of the company's meteorology and flight operations departments, some timetables, and correspondence and memoranda. Some manuals from Mesaba Aviation, Inc. Information about routes and service inaugurations, aircraft purchases, airmail service, pilots, aircraft accidents, strikes, hijackings, and the training of flight crews. Newspaper accounts of a 1989 leveraged buyout of parent company NWA, Inc., and of Northwest's brush with bankruptcy in the 1990s. Information about bomber modification plants operated by Northwest during World War II in both MN and OH, and some records of several other airlines and their predecessors that merged with Northwest. Correspondents include Northwest executives and meteorologists, officials of the Boeing Company and other aircraft manufacturers, and aviator Amelia Earhart.

- Better Business Bureau Records (1912-1925). 25 lin. ft. Correspondence, reports, and company literature concerning fraudulent advertising in connection with prices, trade names, imitation products, patent medicines, investments, and publications. Supplemented by information from similar bureaus throughout the U.S. and by account books and financial miscellany.
- Weyerhaeuser Family Papers (1860-2003; bulk, 1900-1957). 133.8 lin. ft. Consists primarily of business correspondence. Correspondents include family members, lumbermen, bankers, officials of the Timber Securities Co., and government and railroad officials. Corporate histories and annual reports, information about financial and operational matters, stockholders' meetings, corporate restructuring, taxation, conservation and forestry, and other business matters. Financial records include budget documents, financial and operating statements, and price lists. Personal correspondence of a number of family members, genealogical information, and a set of diaries (1894-1952) kept by Louise Lindeke Weyerhaeuser.
- Yoerg Brewing Company (Saint Paul, MN) Company Records (1858-1953). 47 lin. ft.

Accounting records (1858-1953), sales records (1886-1913, 1949-1952), federal liquor tax records (1879-1953), annual financial statements (1934-1953), sample forms and miscellaneous correspondence (1890-1901) documenting a family-owned and managed brewery.

- Adams Family Mining Companies Records (1852-1971; bulk, 1900-1950). 148 lin. ft.
Correspondence, legal papers, exploration reports, minutes, stock records, and tax and other financial records related to Cuyler Adams, his son Robert M. Adams, and to the family's mining, land, and development companies in northern MN and elsewhere.
- American Crystal Sugar Company Records (1883-1979). 140 lin. ft.
The main body of corporate records begins in 1899, with the incorporation of the American Beet Sugar Co., and continues through American Crystal's reorganization as a cooperative in 1973. Minutes (several series), ledgers and journals, stock records, and annual reports are nearly complete for the entire period. Subject files, statistical data, and labor records, as well as a variety of supplementary materials, also span these years, although concentrated in the 1950s and 1960s. Photographs and photo albums depict the company's facilities and operations throughout its history.

MISSISSIPPI

Hattiesburg, MS

104. The University of Southern Mississippi

McCain Library
118 College Drive #5053
Hattiesburg, MS 39406-0001

Phone: (601) 266-4345 (reference desk)

Website: <http://www.lib.usm.edu/~archives/index.php>

Hours: M-F 8 am-5 pm

Contact person:

Diane DeCesare Ross: (601) 266-5592; Diane.Ross@usm.edu

Finding aids: See: <http://www.lib.usm.edu/~archives/subj-bus.php> for list of collections.

Overview:

Special Collections provide permanent protection for ca. 10,000 cu. Ft. of manuscript and archive collections and over 55,000 photographs. One of the major archival repositories in the state, where personal, family, business, church, and organizational records that document the development of Mississippi and the achievements of Mississippians are preserved permanently and may be consulted by students, scholars, and interested persons with convenient access to the resources of a research library.

Noteworthy collections:

- J. J. Newman Lumber Company Records (ca. 1895-1943). 13 v. Company operated in Hattiesburg, MS, from approximately 1894-1943. The company was founded by Judson Jones Newman, a veteran lumberman who had been involved in the hemlock manufacturing business in PA prior to his arrival in Hattiesburg. The plant was located in the southeastern sector of the city, at the end of Buschman and Newman Streets. The site was originally occupied by the Wiscassett mill, which burned in 1893. Shortly thereafter, the property was purchased by the J. J. Newman Co., and a new mill was erected. The massive sprawling complex, with its planing mills, sorting sheds, dry kilns, finish sheds, and

sundry other structures, covered ten acres, and within a decade of its inception it had become the largest lumber company in MS, and one of the largest in the entire South.

- The American Tung Oil Association Records (1939-1971). 32 lin. ft.
Correspondence, research notes, reports, newsletters, and journal articles.
- Association of American Railroads Records (1850-1967). 535 lin. ft.
With headquarters in Washington, DC, the AAR is an organization created to benefit its member railroads and the railroad industry as a whole. It is an outgrowth of various predecessor groups, most notably the American Railway Association, founded in 1891. The AAR represents the major freight railroads of North America and Amtrak, and directs its efforts and resources toward helping to make the rail industry safe, efficient and productive, as well as advocating the interests of the railroads regarding public policy.
- Chevron Oil Company Aerial Photograph Collection (1937-1960). 43 lin. ft.
Aerial photographs of selected portions of selected counties in MS and other states.
- McLeod (John A.) Department Store Records (1873-1982). 7 lin. ft.
Business records of a Hattiesburg, MS, department store.
- Thigpen (S.G., Sr.) Papers (1914-1989). 30.25 lin. ft.
Ledgers, office files, scrapbooks, newspaper clippings, radio scripts, copies of *Thigpen's Store News*, stories about Pearl River and Hancock Counties history collected by Picayune, MS, businessman and author.

University, MS

105. University of Mississippi Libraries

Archives & Special Collections
J. D. Williams Library
University, MS 38677

Phone: (662) 915-7408

Fax: (662) 915-7639

E-mail: http://www.olemiss.edu/depts/general_library/archives/forms/ask.php

Website: http://www.olemiss.edu/depts/general_library/archives/general/

Hours: M-F 8 am-5 pm

Contact person:

Jennifer Ford, Head of Archives & Special Collections: (662) 915-7408; jwford@olemiss.edu

Finding aids: See: http://apollo.lib.olemiss.edu/center/archives_subject_guide/business/manuscript for listing of collections.

Overview:

Actively collects material related to the state of Mississippi, the University of Mississippi, and the Blues. Thus, most of the material below is primarily concerned with Mississippi. Topics include banks, railroads, stores and merchants, lumber, agriculture and plantations, physicians and pharmacies, and miscellaneous enterprises.

Noteworthy collections:

- King and Anderson Plantation Ledgers, Clarksdale, MS (1882-1982). 18 ledgers.
- H. Weston Lumber Company Collection. 116 lin. ft.
Due to a fire, company records prior to 1913 are sparse, but are fairly complete thereafter until 1933. The collection also includes records for the Weston Sand & Gravel Co., the Louisiana-Mexican Timber & Investment Co., the Hotel Weston, the Logtown Utility Co., the Mississippi South-Western Railroad Co., and the United American Mechanics, Pearl River Council.
- The American Institute of Certified Public Accountants (AICPA) collection.

Over the course of its history, the organization developed the world's largest and most prestigious accounting library. The Archives and Special Collections is responsible for 190 rare volumes in this collection. Of particular note is the 1494 folio edition of the Luca Pacioli's treatise *Summa de Arithmetica, Geometria, Proportioni et Proportionalita*, which contains the first printed description of double-entry bookkeeping. Also includes the AICPA's extensive photograph collection of accountants and organizational meetings.

MISSOURI

On Missouri in general, see two online digital collections:

- The Missouri Digital Heritage Collection
Available at <http://www.sos.mo.gov/mdh/>, it outlines a range of important resources on agriculture and many other business activities.
- The Missouri Valley Special Collections
Available through the Kansas City Public Library at <http://www.kchistory.org/index.php>, these digital archives include business collections.

Cape Girardeau, MO

106. Southeast Missouri State University

Special Collections and Archives
Kent Library
One University Plaza, MS 4600
Cape Girardeau, MO 63701

Phone: (573) 651-2245

Fax: (573) 651-2666

E-mail: semoarchives@semo.edu

Website: http://library.semo.edu/archives/ask_archives.htm

Hours: M-Th 8:30 am-4:30 pm; F 8:30 am to 12:30 pm

Contact Persons:

Lisa K. Speer, Special Collections Librarian
Anne Baker, Archivist

Overview:

Special Collections and Archives are the official repository for regional history research materials on the campus of Southeast Missouri State University. Special Collections actively collects and receives, through donations, material documenting the history of a fourteen-county region in Missouri, including the Bootheel and the hill counties to the north and the west of the lowlands. The subject strengths reflect the most significant historical happenings of the region—European settlement, foreign and domestic wars, river travel, and the coming of the railroad’s “iron horse,” the draining of the Southeast Missouri swamps in the early twentieth century, and the subsequent rise of agriculture on these cleared lands.

Noteworthy collections:

- Houck Papers, Louis and Giboney (1886–1943). 172.0 lin. ft.
Correspondence, business and legal papers of Louis Houck, Southeast Missouri railroad entrepreneur, and his son, Giboney, a partner in his father’s business ventures and member of the Missouri House of Representatives (1919). Some political papers relating to Giboney Houck are included, as well as business ledgers, maps, and artifacts.
- Lueders Studio Collection (1920–1995). 15 lin. ft.
Spans seventy years of commercial photographic work by Herbert Lueders and his sons, Paul and John. Began operations in the 1920s. Paul Lueders earned national fame as a Master Retoucher, turning photographs into fine art. The Lueders Collection is a “Who’s Who” of Southeast Missouri, containing images of local people, families, politicians, businesses and events. People from all walks of life came from the surrounding area to sit for portraits. After the studio closed in 1995, John Lueders donated the collection to Southeast Missouri State University.
- Additional information on smaller collections may be found at <http://library.semo.edu/archives/collections/Subject%20Guide%20PDFs/Business%20and%20Industry%20Subject%20Guide.pdf>

Columbia, MO**107. University of Missouri, WHMC-Columbia**

State Historical Society of Missouri
The Western Historical Manuscript Collection
23 Ellis Library
Columbia, MO 65201-5149

Phone: (573) 882-6028

E-mail: <http://whmc.umssystem.edu/ref.html>

Hours: M-F 8 am–4:45 pm; Sat 8 am–3:30 pm

Noteworthy collections:

Papers of business men and women and corporate leaders; records of business organizations such as Chambers of Commerce; and records of banks, stores, lumber companies, and various other types of businesses. Researchers may also want to consider the business

related holdings of the Western Historical Manuscript Collections in Kansas City, Rolla, and St. Louis. See: <http://whmc.umsystem.edu/tl-bus.html> for index.

Kansas City, MO

108. University of Missouri, WHMC-Kansas City

State Historical Society of Missouri
Western Historical Manuscript Collection-Kansas City
302 Newcomb Hall, University of Missouri-Kansas City
5123 Holmes Street
Kansas City, MO 64110-2499

Phone: (816) 235-1543

E-mail: WHMCKC@umkc.edu

Hours: M-F 8 am-5 pm and evenings by appt.

Noteworthy collections:

Papers of individuals; businesses, industries, and cooperatives; business-related associations and chambers of commerce; professional and occupational associations. The collections are strong in agriculture as well. Individual farmers; family, corporate, and commercial farming; Agribusiness (processing, marketing, transportation); academic research and programs (including schools); cooperatives and service organizations; lobby and professional groups. See <http://web2.umkc.edu/whmckc/Collections/cframe.htm> for index of business collections.

St. Louis, MO

109. Missouri History Museum

Library and Research Center
225 South Skinker Blvd.
St. Louis, MO 63105

Phone: (314) 746-4500

Fax: (314) 454-3162

E-mail: archives@mohistory.org

Website: <http://www.mohistory.org/lrc/collections/archives>

Hours: Tu-F 12-5 pm; Sat 10 am-5 pm

Overview:

The Missouri History Museum's research collections contain unique regional history sources and objects documenting St. Louis, MO, the Mississippi and Missouri Valleys, the Louisiana Purchase Territory, and the American West. The archives contains manuscript material including papers of individuals and families such as letters, diaries, and reminiscences; records of clubs, societies, businesses, and institutions, including minute books, account books, and correspondence; and records of some local government agencies, including court records, tax records, licenses, and voter registrations. Listings of business related collections may be found at: <http://archon.mohistory.org/search.php?subjectid=52>.

110. University of Missouri, St. Louis

Western Historical Manuscript Collection
222 Thomas Jefferson Library
One University Blvd.
St. Louis, MO 63121

Phone: (314) 516-5143

Fax: (314) 516-5853

E-mail: whmc@umsl.edu

Hours: M-F 8 am to 4:45 pm and Tu until 9 pm

Overview:

Collections include information on chemical firms, banking, stockyards, agriculture, see <http://www.umsl.edu/~whmc/guides/bizcoll.html> for an index of business collections. The repository also holds records related to consumer groups. See <http://www.umsl.edu/~whmc/areas.html> for more information.

111. Washington University Libraries

Department of Special Collections
One Brookings Drive, Campus Box 1061
St. Louis, MO 63130

Phone: (314) 935-5444

Fax: (314) 935-8320

E-mail: spec@wumail.wustl.edu

Website: <http://library.wustl.edu/units/spec/>

Hours: M-F 8:30 am-5 pm; appointments encouraged

Contact persons:

Sonya Rooney, University Archivist: (314) 935-9730; srooney@wustl.edu
Miranda Rectenwald, Archives Assistant: (314) 935-5444; mrectenwald@wustl.edu

Research center: University Archives, <http://library.wustl.edu/units/spec/archives/>

Fellowships and grants: Annual Travel Grant. Contact spec@wumail.wustl.edu for more information.

Finding aids: Available online at <http://library.wustl.edu/units/spec/archives/guides/>. See also links for finding aids to specific collections below.

Overview:

The Department of Special Collections is made up of five units: Manuscripts, Rare Books, Film & Media Archive, Modern Graphic History Library, and University Archives. Special Collections is open to the public and welcomes researchers from both on campus and off. Its active program of class visits, exhibitions, workshops, and public events highlights the department's vital role in scholarship at Washington University and beyond. 13,026 lin. ft. of archival collections and 54,177 vols. from the first century BC to the present, predominantly since 1900.

Noteworthy collections:

- St. Louis Car Company Collection (1887-1977). 54 lin. ft. of paper material & photographs and 42 lin. ft. of oversized technical drawings

Company formed in April of 1887 to manufacture and sell streetcars and other kinds of rolling stock of street and steam railways. In succeeding years, the company built automobiles, including the American Mors, the Skelton, and the Standard Six. A division of the company produced aircraft such as the Cardinal. During the two world wars, the company manufactured gliders, trainer, Alligators, flying boats, and dirigible gondolas. Among their most successful products were the Birney Safety Cars and the PCC Cars. Disbanded in 1973. Collection includes publicity materials, specifications for various vehicles, job books and cost data, general office files, photographs and negatives of their vehicles, and technical drawings of their vehicles. Finding aid available at http://library.wustl.edu/units/spec/archives/guides/bysubject_stlouis/car-company.html.

- Monsanto Company Records (1901–present). Ca. 228 lin. ft. of paper materials and ca. 171 lin. ft. of media material. Monsanto Chemical Works of Saint Louis, MO, was founded in 1901 by John Queeny and named for his wife, Olga Monsanto. The company's first commercially successful product was saccharin followed shortly thereafter by refined caffeine, vanillin, and aspirin. Within thirty years, Monsanto Chemical Works expanded its business and product portfolio to include a number of manufacturing facilities in both the U.S. and abroad. In 1933, the company was renamed, "Monsanto Chemical Company." Over the years, the company focused on various pharmaceuticals, agricultural products, chemical products, and more. Since 2009, the Monsanto Company has focused exclusively on agricultural work, with two main divisions: Seeds and Genomics, and Agricultural Productivity. The collection has original manuscripts, typescripts, newspaper clippings, photographs, negatives, slides, films, videos, audiocassettes, various sound capturing magnetic media, and artifacts. Monsanto has its own Records Coordinator. Finding aid available at <http://library.wustl.edu/units/spec/archives/guides/pdf/monsanto.pdf>

Springfield, MO

112. Missouri State University

Special Collections
Meyer Library, Room 306
850 S. John Q. Hammons Pkwy
Springfield, MO 65897

Phone: (417) 836-5428

Fax: (662) 915-7639

E-mail: Archives@MissouriState.edu

Website: <http://library.missouristate.edu/archives/index.htm>

Hours: M-F 8 am–5 pm; Tu to 9 pm

Contact Persons:

David Richards, Head, Special Collections

Anne Baker, Archivist

Overview:

The Special Collections and Archives Department preserves and provides access to the research, manuscript, rare book, and archival collections of Missouri State University.

Noteworthy collections:

- Ozarks Labor Union Archives (OLUA)
Largest repository of records documenting labor's heritage in the Ozarks. With over 1,500 lin. ft. of records, photographs, oral histories, and ephemeral items, the collection documents important activities of labor unions in Southwest Missouri. OLU is a major repository in the Ozarks for labor and working class records that help document the history of the labor movement in this region. Materials originate from nearly 100 local unions, labor leaders, and other organizations. In addition, there is a significant book collection and a growing vertical file with a wide array of material on labor relations and history.

Rolla, MO**113. Missouri University of Science and Technology**

G-3 Curtis Laws Wilson Library
Western Historical Manuscript Collection-Rolla
400 W. 14th St.
Rolla, MO 65409-1420

Phone: (573) 341-4874
E-mail: whmcinfo@mst.edu

Overview:

The Rolla Collection focuses on the history of southern Missouri and the Ozark Highland. See <http://web.mst.edu/~whmcinfo/topics/> for an index to business related collections from general business interests to mercantile establishments to mining, banking, and railroad.

MONTANA

Bozeman, MT

114. Montana State University Libraries

Merrill G. Burlingame Special Collections
P.O. Box 173320
Bozeman, MT 39717-3320

Phone: (406) 994-4242

Fax: (406) 994-2851

Website: <http://www.lib.montana.edu/archives/index.php>

Hours: M-F 9:30 am-5 pm

Contact person:

Kim Allen Scott, Special Collections Librarian: (406) 994-5297; kascott@montana.edu

Overview:

The Merrill G. Burlingame Special Collections of the Montana State University Libraries is the location for finding comprehensive information on select subject areas. With a comfortable service area in the Burton K. Wheeler Reading Room on the second floor of Renne Library, Special Collections is committed to assembling primary and secondary scholarly materials on specific topics supporting MSU curricular and research needs.

Noteworthy collections:

Ranching and agricultural history collections. Lists of collections and finding aid links may be found at: <http://www.lib.montana.edu/archives/agranch.php>

Helena, MT

115. Montana Historical Society

225 North Roberts (PO Box 201201)
Helena, MT 59620-1201

Phone: (406) 444-2681 (Research Center Reference Desk)

Fax: (406) 444-5297

E-mail: MHSLibrary@mt.gov

Website: www.montanahistoricalsociety.org

Hours: Tu-F 9 am-5 pm; Sat 9 am-1 pm

Contact person:

Ellie Arguimbau, Senior Archivist: (406) 444-4774; earguimbau@mt.gov

Research center: Montana Historical Society Research Center

Fellowships and grants: James Bradley Fellowship (offered annually); Dave Walter Fellowship (first-year offered)

Conferences and other programs: Montana History Conference; Education Office offers evening programs and much more

Publications: *Montana: The Magazine of Western History* (quarterly); *Montana: Stories of the Land* (new middle-school level history textbook); and many more

Finding aids: Collection-level catalog on Montana Shared Catalog (accessed through Montana Historical Society website). Full folder-level finding aids on Northwest Digital Archives (<http://nwda.wsulibs.wsu.edu/>)

Overview:

The museum collects, preserves, and interprets fine art, historical, archaeological, and ethnological artifacts that pertain to Montana and its adjoining geographic region. The research center's collection focuses on Montana and the West.

Noteworthy collections:

About 65 collections described in the Northwest Digital Archives: <http://nwda-db.wsulibs.wsu.edu/nwda-search/advanced.aspx>. Under Institutions, select Montana Historical Society from pull-down menu. Search for "Company" in the Collection title part of the finding aid to search for specific firms. This will give you a good idea of the scope of their collections on business history. However, there are many other collections catalogued under a person's name, such as the Thomas C. Power papers (MC 55), the Samuel T. Hauser Papers (MC 37), the Anton M. Holter Papers (MC 80) and many more, which will not come up under the "company" search.

Missoula, MT

116. Maureen and Mike Mansfield Library

Archives and Special Collections
32 Campus Drive #9936
Missoula, MT 59812-9936

Phone: (406) 243-2053

Fax: (406) 243-4067

E-mail: library.archives@umontana.edu

Website: <http://www.lib.umt.edu/asc-collections#manuscripts>

Hours: M-F 9 am-5 pm, and by appointment

Contact persons:

Mark Fritch, Archives Technician/Photo & Computer Graphics Specialist: mark.fritch@umontana.edu

Teresa Hamann, Archives Technician: teresa.hamann@umontana.edu

Carlie Magill, Archives & Special Collections Technician: carlie.magill@mso.umt.edu

Overview:

Over 600 manuscript collections relating to Montana, and especially to western Montana. Subject strengths include Montana state and national politicians, western Montana business, Montana journalists and writers, the forest products industry, and faculty and students of the university. See also the Northwest Digital Archives site at: <http://nwda.wsulibs.wsu.edu/>.

NEBRASKA

Lincoln, NE

117. University of Nebraska

Lincoln Libraries, Archives & Special Collections
P.O. Box 884100
Lincoln, NE 68588-4100

Phone: (402) 472-2531

Fax: (402) 472-5131

E-mail: <http://www.unl.edu/libr/libs/spec/contact.shtml>

Website: <http://www.unl.edu/libr/libs/spec/>

Hours: M-F 9 am-4 pm

Overview:

Collection strengths are reflected in the University Archives, manuscripts, rare books, ephemeral print materials, photographic collections, and in digital texts. Areas of strength include Agriculture, Ethnic American Collections, Folklore and Folk Arts, French Revolutionary War Materials, Great Plains History and Literature, History of U.S. Wartime or Military History, Natural History and the Sciences, U.S. Railroads, Russian History, Social Sciences, University of Nebraska-Lincoln.

NEVADA

Las Vegas, NV

118. University of Nevada, Las Vegas

Special Collections, Lied Library
4505 Maryland Parkway Box 457010
Las Vegas, NV 89154-7010

Phone: (702) 895-2234

Fax: (702) 895-2253

Website: <http://library.nevada.edu/speccol/index.html>

Hours: M, W, F 9 am–5 pm; Tu, Th 9 am–9 pm

Contact person:

Peter Michel, Director, Special Collections: (702) 895-2243; Mail Stop: 7010;
peter.michel@unlv.edu

Overview:

UNLV Special Collections house approximately 5,000 lin. feet of manuscripts in over 500 discrete collections. They include government records such as the original Las Vegas City Council minute books, business records from the Union Pacific Railroad, the papers of political figures such as Nevada senators Howard Cannon and Chic Hecht, Las Vegas mayor Oran Gragson, as well as state legislators, and city and county commissioners. Other collections include the files and drawings of prominent hotel architect Martin Stern, Jr.; the papers, maps, photograph and monograph collection of eminent geologist Chester Longwell; and the files of William Hannah, public relations representative for Howard Hughes. The papers of numerous Las Vegas pioneers including notables such as Helen Stewart, “Pop” Squires, and Leon Rockwell also figure prominently. As a whole, the UNLV manuscript collections document the history and development of the city of Las Vegas and its region—from the perspectives of engineering to real estate, the U.S. Senate to local church and civic organizations, journalism and the arts to political and environmental activist groups, and from the construction of Hoover Dam to the explosions at the Nevada Test Site.

Noteworthy collections:

- Howard Hughes/William Hannah (1930s-1970s). 101 record storage boxes.
Collection is comprised of the files of William Hannah, public relations director for Howard Hughes. Primarily newspaper clippings, magazines, and photographs. Clippings focus on subjects such as organized crime, gaming, Spruce Goose, Hughes's RKO Studios, and the Flying Boat.
- Leprechaun Mining and Chemical, Incorporated (Coll # 2003-04) (ca. 1950-1998). 11 boxes (10 record storage boxes, 1 document box)
Contains the operational records for this salt mining company, including the financial records, tax documents, CPA reports, and records of stockholder shares and dividends, and general mining reports on evaporation rates and mineral grades. There are also several books of stock certificates listing stock holders.
- Mines and Mining (Coll # MS11) (1870-1980). 23 boxes (15 document boxes, 7 slim document boxes, 1 record storage box) and miscellaneous scrapbooks and newspaper clippings.
Consists of business and legal documents from a number of mines in Southern and Central Nevada. Types of documentation include prospectuses, stock certificates, correspondence, invoices, employee lists, purchasing records and mill foreman reports. The records also include the histories of the Nevada mines—location, operation dates, mineral being mined, and production amount. This information is related in correspondence, brochures, reports, and newspaper clippings. Mines in the collection include Eberhardt and Aurora Mining Company, Nevada-Utah Mines and Smelters Corporation, Techatticup Mine, Bulen Mining Company, Bullfrog-Red Oak Mining Company, Pioche Mines Company, Tonopah Mining Company, Yellow Pine Mining Company, Esmeralda County, White Pine, Lincoln County, Nye County, Goodsprings Mining District.
- Nevada Motion Picture Division (Coll # MS5) (ca. 1970s-1990s). 24 documents boxes.
Collection is comprised of film scripts from the Motion Picture and Television Division of the Nevada Commission on Economic Development. All film and television scripts were set around Las Vegas or in the Nevada desert. Notable titles include *Vegas Vacation*, *Honeymoon in Vegas*, and *Leaving Las Vegas*.
- Young Electric Sign Company (YESCO) (Coll # 98-12) (1920-1955). 33 document boxes.

Documents the history of YESCO, and is comprised of numerous visual materials such as photographs, negatives, slides, transparencies, and videotapes. Also contains correspondence, price books, drawings, calculation, newspaper and trade magazine articles on YESCO, and oral history interviews and audio recordings of YESCO designers and executives.

- Hotels and Casino index may be found at http://library.nevada.edu/speccol/ms_subj/casinos.html

Reno, NV

119. Nevada Historical Society

1650 North Virginia Street
Reno, NV 89503

Phone: (775) 688-1190

Fax: (775) 688-2917

Website: <http://nevadaculture.org/museums>

Hours: Tu-Sat 12-4 pm

Contact person:

Michael Maher, Library: (775) 688-1191, ext. 228; mmaher@nevadaculture.org

Overview:

Our manuscript holdings, which focus on Nevada and the West, consist of over 2,700 collections, ranging in size from a single folder to several hundred cu. feet. The bulk of the materials date from the 1850s to the present. Included are personal papers, topical collections, records of business, churches, local governments and schools, as well as civic, educational, charitable, professional, labor, and social organizations. All collections have brief guide descriptions; individual registers or indexes are available for the larger collections.

Noteworthy collections:

- Russell McDonald (index to biographical files)
- US Senator William M. Stewart
- US Senator Patrick A. McCarran
- George Wingfield
- Virginia & Gold Hill Water Co.
- Malone Engineers

- Truckee-Carson Irrigation District
- Nevada Nurses Association
- Nevada Federation of Women's Clubs
- Works Progress Administration, Nevada
- Manhattan Silver Mining Co.
- Harold's Club
- AFL-CIO, Nevada
- Women's Christian Temperance Union, Nevada
- Knights of Pythias, Nevada
- Gold Hill Miner's Union
- Episcopal Church in Nevada
- Inter-Tribal Council in Nevada

120. University of Nevada, Reno

Special Collections
 Mathewson-IGT Knowledge Center/0322
 1664 N. Virginia St.
 Reno, NV 89557

Phone: (775) 682-5665

Fax: (775) 682-5724

Website: <http://www.knowledgecenter.unr.edu/specoll/Default.htm>

Hours: M-F, 9 am to 5 pm

Contact person:

Donnelyn Curtis, Librarian III: (775) 682-5668

Overview:

Manuscript materials in Special Collections include correspondence, diaries, financial records, reports, membership rosters, bylaws, minutes, subject files, architectural drawings, and legal papers that document an individual's life or career; environmental, cultural, social, and fraternal organizations; and businesses. Subjects represented in the collection include agriculture and land use, education, ethnicity and race, gaming, Native Americans, Lake Tahoe, literary manuscripts of Nevada authors, lumbering, and mining, in the geographic areas of Nevada north of Goldfield, the Great Basin region, Lake Tahoe, and California east of the crest of the Sierra Nevada Mountains.

NEW HAMPSHIRE

Concord, NH

121. New Hampshire Historical Society

30 Park Street
Concord, NH 03301-6316

Phone: (603) 228-6688

Fax: (603) 224-0463

Website: www.nhhistory.org

Hours: Tu-F 9:30 am–5 pm

Contact person:

Bill Copeley, Librarian: (603) 856-0641; bcopeley@nhhistory.org

Fellowships and grants: New England Regional Fellowship Consortium

Conferences and other programs: Various public programs throughout the year; see website.

Publications: *Historical New Hampshire*, 1944–present

Finding aids: Online catalog at website and typed inventories of manuscript collections in library.

Published information on archival holdings: Available website.

Overview:

Wide variety of records from New Hampshire from all periods of time, including many specific references to businesses. 50,000 printed items, 2,000 lin. ft. of manuscripts, 200,000 images, 5,000 broadsides, 10,000 items of ephemera, 800,000 pages newspapers from 1650–2009, primarily 1800–1950.

Noteworthy collections:

- Abbot-Downing Company (1820–1920). 30 lin. ft. Manufacturer of stagecoaches, wagons and motor trucks.
- New Hampshire Account Books and Business Records (1750–1900). 50 lin. ft., about 300 items. Manuscript ledgers from a variety of small businesses from all parts of New Hampshire.

- New Hampshire Images (1800-1950). Ca. 200,000 items.
Wide variety of photographs and printed images showing people and places in New Hampshire, including lithographs, engravings, daguerreotypes, ambrotypes, mounted photos, glass plate negatives, snapshots and postcards.

Durham, NH

122. University of New Hampshire

Special Collections
18 Library Way
Durham, NH 03824

Phone: (603) 862-2714

Fax: (603) 862-1919

E-mail: <http://www.library.unh.edu/about/staff.php?department=Special+Collections>

Website: <http://www.library.unh.edu/milne/>

Hours: M-F 10 am-4 pm; Sat 12-4 pm

Contact persons:

Roland Goodbody, Manuscripts Curator: (603) 862-3483

Nancy Mason, Special Collections Assistant: (603) 862-2714

Bill Ross, Head of Special Collections: (603) 862-0346

Overview:

The Douglas and Helena Milne Special Collections & Archives Department encompasses Special Collections, the University Archives, and the University Museum. The department acquires, preserves, and makes available research collections of both published and original source materials, particularly those related to the Granite State and to the University of New Hampshire. Specializations in business history include agriculture, blacksmiths, labor unions, lawyers, manufacturers, merchants, and transportation. See <http://www.library.unh.edu/special/index.php/category/business-industry-professions> for more information.

Hanover, NH

123. Dartmouth College

Rauner Special Collections Library
6065 Webster Hall
Hanover, NH 03755-2519 USA

Phone: (603) 646-0538

Fax: (603) 646-0447

E-mail: rauner.reference@dartmouth.edu

Website: <http://www.dartmouth.edu/~speccoll/>

Hours: M-F 8 am-6 pm; Sat 9 am-1 pm

Contact person:

Jay Satterfield, Special Collections Librarian: (603) 646-3712

Overview:

Major strengths include the New Hampshire political, social, and economic history, the White Mountains, the “Cornish Colony,” papers of presses and fine printers in New England, the history of computation, papers of alumni who have made significant contributions to society, and British and American literature of the nineteenth and twentieth centuries. Extensive holdings of the papers of Robert Frost and Daniel Webster and the papers of Erskine Caldwell, Augustus Saint-Gaudens, Maxfield Parrish, Grenville Clark, Cornelia Meigs, and Richard Eberhart are part of the collection. The collections include the Putnum Drug Company, Inc., Records, 1795-1926.

Plymouth, NH

124. Plymouth State University

Spinelli Archives
Lamson Library Learning Center
17 High Street
Plymouth, NH 03264-1595

Hours: M-F 9 am-5 pm

Contact persons:

Alice Staples, Archives/Special Collections Librarian: (603) 535-2961

Susan Jarosz, Archives Assistant: (603) 535-3084

Overview:

The Michael J. Spinelli, Jr., Center for University Archives and Special Collections was established in 2006, through the generosity of Michael J. Spinelli, Jr., Plymouth State College class of 1968. In addition to the records of the institution, collections include the George H. Browne Robert Frost Collection, Brown Company Photograph Collection, Ernest L. Silver Pedagogy Collection, the McGoldrick Collection of Arctic Images (2005 Exhibit), and more.

Noteworthy collections:

- **Brown Company Photograph Collection**
Company operated in Berlin NH for many years. Through this collection of thousands of photographic negatives and prints, researchers have access to images of the logging and paper industry from the late nineteenth century through the 1960s. There are also many images of the town of Berlin during this time period. Through a generous grant from the New Hampshire State Council on the Arts, a portion of this collection is now digitized and available at Beyond Brown Paper (<http://beyondbrownpaper.plymouth.edu/browse/>).

NEW JERSEY

Freehold, NJ

125. Monmouth County Historical Association Library and Archives

70 Court Street
Freehold, NJ 07728

Phone: (732) 462-1466

Fax: (732) 462-8346

E-mail: library@monmouthhistory.org

Website: www.monmouthhistory.org

Hours: W-Sat 10 am-4 pm

Contact person:

Laura M. Poll, Librarian: (732) 462-1466, ext. 16; library@monmouthhistory.org

Research center: Monmouth County Historical Assn. Library & Archives

Publications: *The Diary of Sarah Tabitha Reid, 1868-1873* (2001).

Springate, Megan E. *Steamboats in Monmouth County: A Gazetteer* (2003).

Finding aids: Most process collections have some sort of finding aid available. Several are on website, others can be read in library.

Published information on archival holdings:

Stephens, Jim. *Guide to Civil War Resources at the Monmouth County Historical Association* (2000).

Springate, Megan. *Personal Name Index to Stillwell's Unrecorded Wills and Inventories, Monmouth County, New Jersey* (2000).

Adelberg, Michael S. *The American Revolution in Monmouth County, New Jersey: An Annotated Bibliography* (1996).

Overview:

Holds one of the largest collections of printed and original materials on local history in the state of New Jersey. The repository has the largest collection of Monmouth County newspapers on microfilm and hard copy, and is a rich source of information on Monmouth County history and genealogy. Historical resources included documents, business records, maps, photographs, postcards, archaeology reports, newspapers and clippings, ephemera, and publications. Genealogical resources included published and unpublished family

histories, city directories, cemetery gravestone listings, obituary indices, genealogical researchers' notes files, bible records, census records, church records, and genealogical magazines. Over 5,000 books, 400 lin. ft. of manuscripts and archival material, 32 lin. ft. of clippings, 10,000 photographs and negatives from the early 1600s through the present.

Noteworthy collections:

- Peter Vredenburg (1837-1864) Papers (1856-1868). 201 items. Consist primarily of correspondence written during his law school days and his service in the Civil War. The recipients of many of these letters were his parents, Judy Peter and Eleanor Brinckerhoff Vredenburg. Also contains correspondence written by others concerning his death.
- North American Phalanx Records (1841-1972). 2 lin. ft. (148 items). Contains corporate records which include legal and financial documents, miscellaneous manuscripts, genealogical material, bills of fare, printed material, photographs and illustrations, maps, drawings, and blueprints. It is a subject collection acquired through various donors. Bulk of material dates from 1853 to 1879.
- Allaire Family Papers (1808-1901). 2 lin. ft. Contains family papers and business records of James P. and Hal Allaire, owners of Howell Iron Works. Also contains papers and records of Calicia Allaire, James's second wife. It is a subject collection acquired through various donors.
- Philip Freneau (1752-1832) Collection (1661-1939). 2 lin. ft. (73 items). Includes papers, photographs and drawings, and bound volumes, printed material, and memorabilia. Primarily built around the John H. Cook Collection of Freneau Material, and other items acquired by gift or purchase. Bulk of collection dates from 1714-1832.
- Cherry Hall Papers (1682-1941). 8 lin. ft. Collected by Sarah Holmes Hubbard Conover (1805-1887), who lived at the family home called Cherry Hall in Matawan, NJ. Primarily represents the Conover, Holmes, and Mott families of Monmouth County. Collection is divided into 35 separate series, and includes personal, business, religious, political, and official materials. Reflects social, economic, and political history of

Monmouth County and New Jersey from the seventeenth to early twentieth centuries.

- John C. Mills Collection (1870s-1970s). 41 boxes.
Contains primarily photographs and ephemera on the maritime heritage of New Jersey and New York with an emphasis on Bay-shore communities of Monmouth County.
- Battle of Monmouth Collection (1776). 6 boxes.
Contains primarily photocopies of letters, diaries, pension applications, and personal accounts from continental soldiers and officers. Also contains battle anniversary commemoration event information.
- Day Family Papers (1815, 1868-1981). 2 lin. ft. (4 boxes).
Consists of personal papers, photographs, and business records of the Day Family and their Days' Ice Cream Garden in Ocean Grove and Asbury Park.
- World War II Collection - Soldiers Killed in Action Files. 1 box.
Files created soon after war; include forms filled out by soldier's family member, photograph, sometimes obit or additional material.

Glassboro, NJ

126. Rowan University

Library Services
201 Mullica Hill Road
Glassboro, NJ 08028

Phone: (856) 256-4000

Fax: (856) 256-4924

Website: <http://www.lib.rowan.edu/>

Hours: Archives and Special Collections, M-F 1-4 pm; appt. req'd.

Contact person:

Mary Ann Curtis Gonzales, Curator

Noteworthy collections:

- Frank H. Stewart Manuscript Collection (1873-1948).
Papers relating to the Frank H. Stewart Electrical Co. (electrical supply business); The First United States Mint (Mr. Stewart purchased the property); Howell Family Papers (catalogued),

business papers, family correspondence, and genealogy and other documents not business related.

- Thomas W. Synnott Papers (1845-1941).
First President of the First National Bank of Glassboro; helped run the Whitney Glass Works (retired in 1892). Records to date show The First Presbyterian Church; documents pertaining to railroad stock, etc. 33 boxes remain to be indexed.
- Leo C. Beebe Papers (1917-2001).
Mr. Beebe started the Management Institute at Glassboro State College, now Rowan University; he was the CEO of K-Tron International, Pitman, NJ; member of the National Alliance of Businessmen; involved with Ford Motor Co.; Ford Motor Team; Hungarian Refugee Camp; Rowan University Employment; Miscellaneous and Personal Records.
- Books related to business and the Howell Family.

Newark, NJ

127. Historical Society of New Jersey

52 Park Place
Newark, NJ 07102

Phone: (973) 596-8500

Fax: (973) 596-6957

Website: <http://www.jerseyhistory.org/index.htm>

Hours: Wednesday, Thursday and Sat. **by appointment only**, 12:00-5 pm

Contact person:

Julia Telonidis, Curator of Manuscripts and Acting Library Director: (973) 596-8500, ext. 231; jtelonidis@jerseyhistory.org

Overview:

Manuscript collection consists of approximately 1,700 manuscript groups totaling over 3,200 lin. ft. of material. Materials include diaries, ledgers, correspondence, family and personal papers, architectural drawings, church records, receipt books, business records, social welfare agency records, women's organization materials, and other records. Find additional information and browse collections at: http://www.jerseyhistory.org/archives_browse.html

New Brunswick, NJ

128. Rutgers University, Alexander Library

Special Collections and University Archives
New Brunswick, NJ 08901-1163

Phone: (732) 932-7006

Fax: (732) 932-7012

Website: <http://www.libraries.rutgers.edu/rul/libs/scua/scua.shtml>

Hours: M-F 9 am-5 pm; Sat 1-5 pm

Contact persons:

Ron Becker, Head, Special Collections

Thomas Frusciano, University Archivist

David Kuzma, Reference Archivist: kuzmadav@rci.rutgers.edu

Albert C. King, Manuscripts Curator: acking@rci.rutgers.edu

Noteworthy collections:

See: <http://www.libraries.rutgers.edu/rul/libs/scua/manuscripts/manuscripts.shtml> for manuscript collection listings. Some highlights listed below.

- **Sinclair New Jersey Collection**
Largest, most comprehensive collection of New Jersey materials in the state and one of the finest collections of state and local history in the country. The approximately 67,000 monographs, pamphlets, periodicals, and serials cover broad subject areas. As noted in the Collection Development Policy Statement, topics represented include state, county and municipal history, genealogy, religion, business, government, law, education, literature, medicine, agriculture, technology, and bibliography. Due to its breadth and depth, the collection is an indispensable resource for research on any aspect of New Jersey, past or present.
- **Int'l Union of Electronic, Electrical, Salaried, Machine & Furniture Workers, AFL-CIO (IUE)**
Constitutes one of the most significant and comprehensive labor history collections in the U.S. Containing over 1,500 cu. ft. of textual records and non-textual material (audio tapes, films, photographs, and labor ephemera), the IUE archives serves as the cornerstone for the Rutgers University Libraries' labor history collections and has enhanced the university's status as a nationally

recognized center for the study of labor and social history and labor-management relations issues.

- Consumers' Research, Inc., Records (1910-1980). 885 lin. ft.
Located for most of its existence in rural Washington, New Jersey, Consumers' Research, Inc., was the first American product-testing organization to systematically document the reliability of twentieth-century consumer goods.
- Lenox, Incorporated, Records (1889-2005). 248 lin. ft.
Records of the New Jersey-based firm of Lenox, Inc., which was known until 1906 as the Ceramic Art Co. The records primarily relate to Lenox's china dinnerware and giftware operations, including product design and creation, advertising and promotion, sales practices, financial history, and changes in corporate structure and ownership, together with some product, sales and marketing information for Lenox crystal (a product line added in the mid-1960s). Also present is partial documentation for other aspects of the company, especially after it began to diversify its operations, including limited information on subsidiaries such as Alladin Plastics, Gorham, Kirk Stieff, and Hartmann Luggage, and on product lines such as lamps, melamine dinnerware, candles and silver flatware.

Piscataway, NJ

129. Rutgers University, Thomas A. Edison Papers

44 Road 3
Piscataway, NJ 08854

Phone: (732) 445-8511

Fax: (732) 445-8512

E-mail: taep@rci.rutgers.edu

Website: <http://edison.rutgers.edu/>

Hours: 9 am-5 pm, appt. req'd.

Contact person:

Rachel Weissenburger, Business Manager: (732) 445-8511 x 0; rachel.edison-papers@gmail.com

Publications:

The Papers of Thomas A. Edison, Volumes 1-6. With Reese V. Jenkins, Robert Rosenbert, Louis Carlat, et al. Baltimore: Johns Hopkins University Press, 1989-2007.

Thomas A. Edison Papers: A Selective Microfilm Edition, Part I- V (1850-1919).
With Thomas E. Jeffrey et al. Frederick, MD: University Publications of
America, 1986-2008.

Finding aids: <http://edison.rutgers.edu/srchns.htm>

Noteworthy collections:

- Thomas A. Edison Papers (1850-1919).
Total volume: Ca. 10 percent of the five million pages of Edison-related material in the archives of the Edison National Historic Site (ENHS) is being published on microfilm and will be digitized along with thousands of additional documents in more than one hundred repositories and private collections. Nearly 175,000 document images are now available in the Digital Edition of the Thomas A. Edison Papers. Included are documents from the archives of the Edison National Historic Site scanned from Parts I-III (1850-1989) of the Microfilm Edition, along with items from other repositories and private collections. The Digital Edition provides powerful search capabilities enabling users to search for authors, recipients, and names mentioned in a database of 143,500 document records and 23,300 names.
The microfilm edition, published by University Publications of America (an imprint of LexisNexis), will be a six-part edition when completed. Use of the microfilm edition is enhanced by published guides. Images scanned from the first three parts of the microfilm are available in the Thomas A. Edison Papers, Digital Edition. Moreover, all document records for Part IV (1899-1910) and Part V (1911-1919) are in the online database and can be browsed and searched. The Rutgers University library holds a copy available through Interlibrary Loan. Numerous other libraries also own the microfilm.

Princeton, NJ

130. Historical Society of Princeton

158 Nassau Street
Princeton, NJ 08542

Phone: (609) 921-6748 x100

Fax: (609) 921-6939

E-mail: information@princetonhistory.org

Website: www.princetonhistory.org

Hours: Tu, Sat 1-4 pm without an appt. Other days available by appointment.

Contact persons:

Eileen Morales, Curator of Collections: (609) 921-6748 x103; eileen@princetonhistory.org

Jeanette Cafaro, Museum Assistant: (609) 921-6748 x100; jeanette@princetonhistory.org

Publications: *Princeton History*, published intermittently, 17 volumes

Finding aids: *A Guide to the Manuscript Collections in the Historical Society of Princeton, New Jersey*, compiled by Joseph J. Felcone, 1982. Regularly updated companion document in Word includes collections acquired since 1982.

Published information on archival holdings: *A Guide to the Manuscript Collections in the Historical Society of Princeton, New Jersey*, compiled by Joseph J. Felcone, 1982.

Overview:

Almost all material relates in some way to the history of Princeton, NJ: family papers, records of Princeton businesses and institutions, oral history transcripts, scrapbooks; photographic collections feature almost every aspect of Princeton life primarily in the late nineteenth and first half of the twentieth century. 800 manuscript collections; 1500 vols., 2,000 architectural drawings, 40,000 photographs and negatives, vertical files from the late 1600s through the present day, primarily from the mid-nineteenth to mid-twentieth century.

Noteworthy collections:

- Brush, R. Herbert Collection (c. 1910). 29 items, 124 photographs in 1 box.
Photos of the Atlantic Terra Cotta Co. factories, employees, products, and the now ruined factory site at Rocky Hill (1910-?). Miscellaneous correspondence, employment applications, rejections, offers, layoffs, operating reports, suggestions, and annual Christmas invitations. Blank company forms, kiln cards, sketch and anchor schedule form, stationary, and tags. Masonry and draft design pamphlets and architectural blueprint drawings.

- Hudibras Restaurant (1976-1980). 35 items, 49 photographs in 1 box.
Opened by Richard Borowsky, the collection contains various paperwork including correspondence, newspaper articles, loan forms, accounting reports, blueprints, seating charts, menus, and Borowsky's resume. Also includes photographs, entertainment contracts, and performer portfolios under Brothers Management.
- Applied Science Corporation of Princeton (ASCOP) Papers (1945-1965). 5 boxes.
ASCOP developed telemetry devices post WWII. Papers consist of bank statements, meeting minutes, press releases, financial statements, correspondence, memos, announcements, annual reports, technical pamphlets, oil runs, and estate papers about the corporation. Also includes copies of the wills of Elizabeth C. Chambers, Russell Pickering, and Sylvia G. Roberts.
- Raphael Carnevale-General Contractor Account Book (1928-1939). 1 half box.
R. Carnevale account book for the years 1928-1939. Lists work done for clients and their charges on day-by-day basis. Includes loose bills for some clients. Carnevale lived at 100 Spruce St. in Princeton

NEW MEXICO

Albuquerque, NM

131. Center for Southwest Research

MSC 05 3020
1 University of New Mexico
Albuquerque NM 87131-0001

Delivery address (UPS, Fed-Ex, etc.):
UNM Zimmerman Library, CSWR
1900 Roma NE
Albuquerque, NM 87131-0001

Phone: (505) 277-6451

Fax: (505) 277-0397

E-mail: cswrref@unm.edu

Website: <http://elibrary.unm.edu/cswr/index.php>

Contact person:

Ann Massmann, Reference and Instruction: (505) 277-8370; massmann@unm.edu

Fellowships: Information available at: <http://elibrary.unm.edu/cswr/fellowships.php>

Overview:

Manuscript collections shed light on the political, economic, social, and cultural history of New Mexico. Reflecting New Mexico's historical and cultural ties, we also collect materials relating to the Southwest region, Mexico, and Latin America. Most of the collections date from the nineteenth and twentieth centuries and include the papers and records of politicians, historic and literary figures, architects, activists, attorneys, local families, organizations, and businesses. Manuscript collections are rich in primary source materials including correspondence, oral histories, scrapbooks, diaries, literary manuscripts, unpublished reports, financial records, legal documents, broadsides, maps, photographs, and audio/video recordings.

Noteworthy collections:

See: <http://rmoa.unm.edu/> for the Rocky Mountain Online Archives for collection descriptions and inventories.

- Albuquerque & Cerrillos Coal Company Records (1880-1976; bulk, 1924-1945). 65 lin. ft.
Documents generated by the Albuquerque and Cerrillos Coal Co. between 1880 and 1954. The mine operated out of Madrid, NM, a small company town located east of the Sandia Mountains in southern Santa Fe County. Records cover a variety of topics, including workman's compensation, finances, mining operations, and information on the various social activities in the town of Madrid.
- Gross, Kelly & Company Records (1863-1996). 125 lin. ft.
Gross, Kelly & Co., with its predecessor firms of Otero, Sellar & Co., and Gross, Blackwell and Co., was one of the pioneer wholesale and retail mercantile companies in the Southwest. Otero, Sellar & Co. actually began operations in NM before the railroads reached the area, making freight hauls by wagon from the end of the Kansas Pacific and Atchison Topeka and Santa Fe, as they were built west through Kansas. When the Santa Fe Railroad reached Las Vegas, NM, in 1879, Otero, Sellar & Co. established Las Vegas as its permanent headquarters and base of operations. Otero, Sellar and its successor companies, while keeping the main office at Las Vegas, established a number of branches in other NM towns and cities and even one in Trinidad, CO.

Las Cruces, NM

132. New Mexico State University

Archives and Special Collections
4th Floor Branson Library
1305 Frenger Mall
New Mexico State University Library
Box 30006, Dept. 3475
Las Cruces, NM 88003-8006

Phone: (575) 646-3839

E-mail: http://lib.nmsu.edu/E-maillib/archives_E-mail.shtml

Website: <http://lib.nmsu.edu/depts/archives/>

Hours: M-F 9 am-4 pm

Contact person:

Steve Hussman, Department Head: (575) 646-4756; shussman@lib.nmsu.edu

Overview:

Special Collections houses the department's published research materials including books, periodicals, maps, manuscripts, and newspapers. The most heavily used of these materials relate to the history, culture, peoples, and resources of New Mexico; the broader Southwest and the Borderlands; and materials supporting specialized university programs.

Noteworthy collections:

- Amador Family Papers (1836-1949). 52 lin. ft.
Papers of the Amador family, entrepreneurs and community leaders of Las Cruces, NM. Martin Amador, with his wife Refugio Ruiz de Amador, operated several businesses in Las Cruces, including the Amador Hotel, a general store, a livery stable, and a business hauling freight and goods from Chihuahua, Mexico, to Santa Fe, NM. The hotel also housed a theater, the local jail, a courtroom, and post office. The Amadors owned several farms in the area. Included in the collection are the personal papers of Martin Amador, Refugio Ruiz de Amador, their children, Emilia Amador de Garcia, Juan Amador, Francisco Amador, Martin A. Amador, Jr., Maria Amador de Daguerre, Clotilde Amador de Terrazas, Julieta Amador de Garcia, and Corina Amador de Campbell, and sons-in-law, Jesus Garcia and Antonio Terrazas.
- Louis E. and Carmen K. Freudenthal Family Papers (1837-1990). Ca. 40 lin. ft.
Personal and business papers of a prominent, pioneer Jewish family who first settled in the Mesilla Valley, NM, around 1850. Records include farm and property management records, insurance records from Louis Freudenthal's insurance agency, correspondence between family members, personal memorabilia, and social and civic activities files of Carmen Freudenthal.
- Chase Ranch Records (1838-1960). 9 lin. ft.
Located on the Poñil River near Cimarron. Begun by Manley M. Chase, this ranch is one of the oldest ranching operations on the Maxwell Land Grant. Contains financial records, business correspondence, diaries and daybooks, and other materials related to the ranch's cattle, sheep, horse, orchard, vegetable, poultry, and

dairy production and documentation on several other ranches in which Chase had an investment or managerial interest.

- Rio Grande Historical Collections including the Amador Trade Catalogs.

Wholesale and retail merchandise catalogs, brochures, announcements, and leaflets that arrived at the RGHC with the Amador Family papers.

Santa Fe, NM

133. New Mexico State Archives

1205 Camino Carlos Rey
Santa Fe, NM 87507

Phone: (505) 476-7948

Fax: (505) 476-7909

E-mail: archives@state.nm.us

Website: http://www.nmcpr.state.nm.us/archives/archives_hm.htm

Hours: M-F 10 am-4:30 pm

Overview:

The Archives and Historical Services Division is the central archives of New Mexico State Government. The agency is mandated by law to collect, preserve and make available to the public and all branches of government, permanent public records, historical manuscripts, photographs, and other materials that contribute to the understanding of New Mexico history.

Noteworthy collections:

- Francis C. Wilson Papers (1876-1954). 63 lin. ft.
Consists of a broad range of materials from the legal and business practices of Francis C. Wilson. Most of the collection is made up of case files, but also includes correspondence, ledgers, contracts, newspaper clippings, publications, land conveyances, and speeches. Case files are from both civil and criminal proceedings and involve issues such as insurance, bonding, taxes, divorces, bankruptcy, mortgages, debts, estates, and suits. Most of the cases concern business in the areas of oil, mining, utilities, banking, and real estate. There is also correspondence, legisla-

tion and litigation regarding Pueblo Indian lands in New Mexico. Collection also includes ledgers and annual reports from the law firm Wilson and Watson from 1935 to 1941, and business correspondence and records of Wilson Oil Co. from 1935 to 1952.

NEW YORK

Albany, NY

134. New York State Archives

New York State Education Department
Cultural Education Center
Albany, NY 12230

Phone: (518) 474-8955

E-mail: archref@mail.nysed.gov

Website: <http://www.archives.nysed.gov/aindex.shtml>

Hours: M-F 9 am-5 pm

Contact persons:

Jim Folts, Head, Researcher Services

Bill Gorman, Archivist, Researcher Services

Christine Karpiak, Archivist, Researcher Services

Overview:

New York State has long been at the center of American business, finance, and organized labor. Records of state government agencies, business enterprises, and labor unions help to document centuries of economic growth and change. See http://www.archives.nysed.gov/a/research/res_topics_business.shtml for information on business sources.

135. SUNY, Albany

M. E. Grenander Department of Special Collections & Archives University Libraries
University at Albany, State University of New York
1400 Washington Avenue
Albany, New York 12222

Phone: (518) 437-3935

E-mail: <http://library.albany.edu/speccoll/findaids/speapap.htm>

Website: <http://library.albany.edu/speccoll/>

Hours: M-F 9 am-5 pm

Overview:

Chiefly nineteenth-century New York and New England local history manuscripts and business records, primarily for craftsmen and

railroads; papers of children's book writer and illustrator Marcia J. Brown and two original manuscripts by Maud and Miska Petersham; papers of Pulitzer Prize-winning author William Kennedy; papers of Anthony Ashley Cooper, the nineteenth-century social reformer; and papers of Benito Perez Galdos, Gonzalo Torrente Ballester, Evengi Zamyatin, and other writers. See <http://library.albany.edu/speccoll/business.htm> for listings of collections related to businesses in upstate New York.

Binghamton, NY

136. Binghamton University Libraries

Special Collections, Preservation, and University Archives
P.O. Box 6012
Vestal Parkway East
Binghamton, NY 13902-6012

Phone: (607) 777-4844

E-mail: special.collections@binghamton.edu

Website: <http://library.binghamton.edu/specialcollections/index.html>

Hours: M-F 9 am-5 pm

Contact person:

Jean L. Green, Head of Special Collections: (607) 777-3912

Overview:

Manuscript collections include original materials of local, regional, and international interest. Subject areas represented are chiefly related to history and literature.

Noteworthy collections:

- Lamont Montgomery Bowers Papers. 33 lin. ft.
Lamont M. Bowers (1847-1941) was an inventor, businessman, and manufacturer in Binghamton and Broome County; real estate developer and land agent in Nebraska; and manager and confidential representative of Rockefeller enterprises in Ohio and Colorado.
- Edwin A. Link and Marion Clayton Link Collections.
A collection of business papers, photographs, correspondence, and scientific writings of the local inventor, industrialist, and

pioneer in aviation simulation, underwater archaeology, and ocean engineering; the Marion Clayton Link Collection, consisting mainly of logs and journals which she kept during scientific expeditions with her husband Ed Link, and manuscripts and drafts of her publications; the Link Foundation Collection, consisting of minutes of meetings, financial records and papers having to do with grants awarded by the Foundation; the Link-Hughes Collection, papers and photographs received from Hughes Training, Inc., having to do with the early history of the Link enterprises.

Bronx, NY

137. The Bronx County Historical Society

3309 Bainbridge Avenue
Bronx, NY 10469

Phone: (718) 881-8900

Fax: (718) 881-4827

E-mail: librarian@bronxhistoricalsociety.org

Website: www.bronxhistoricalsociety.org

Hours: Library Hours: Tu-Th 9 am-5 pm; appt. req'd.

Contact person:

Laura Tosi, Library: (718) 881-8900; librarian@bronxhistoricalsociety.org

Conferences and other programs: Education Department

Publications: Various Bronx books, newsletters, and journals

Finding aids:

Tosi, Laura, comp. *The Bronx in Print: An Annotated Catalogue of Books, Dissertations, Pamphlets, Scripts, and Manuscripts about the Bronx*. New York: Bronx County Historical Society, 2000.

Media Collection: The Audio and Video Collections of the Bronx County Historical Society Research Library.

Index to the Sheet Map Collection.

Index to Article Titles and Contributing Authors of the Bronx County Historical Society Journal, 1964-2000.

Published information on archival holdings:

Sartain, Dorthea, and Peter Derrick. *Guide to the Collections of The Bronx County Archives*. New York: Bronx County Historical Society, 2007.

Overview:

Materials provided in a wide variety of formats, over 5,000 books and pamphlets; more than 200 atlases and sheet maps; an extensive collection of illustrative material comprised of approximately 15,000 photographs, slides, postcards, which includes an invaluable collection of nineteenth- and early twentieth-century glass negatives. These illustrative materials are often featured in society publications with copies available for purchase. Over 1,000 audio and video collection, VHS and CD/DVD format. An extensive vertical file collection on various subjects of the Bronx. New York City Directories and Bronx Telephone directories. All materials in the library collection document the growth and development of the Bronx from its early days as part of Westchester County to the seventeenth century, through its annexation to the City of New York in the nineteenth century up to the present.

Noteworthy collections:

Photographs, slides, postcards, books and pamphlets, microfilm, audio and video collections, *The Bronx Home News* on microfilm. City directories and Bronx telephone directories. Vertical file material.

Ithaca, NY

138. Cornell University

Division of Rare and Manuscript Collections
2B Carl A. Kroch Library
Ithaca, NY 14853

Phone: (607) 255-3530

Fax: (607) 255-9524

E-mail: <http://rmc.library.cornell.edu/services/reference.php>

Website: <http://rmc.library.cornell.edu/index.html#hours>

Hours: M-F 9 am-5 pm; Sat., 1:00-5 pm

Contact person:

Ana Guimaraes, Head of Reference: abg82@cornell.edu

Overview:

The division includes 400,000 printed volumes, more than 70 million manuscripts, and another million photographs, paintings, prints, and

other visual media. The Rare Book collections document the history of the written word from ancient clay cuneiform tablets to an extensive representation of works by twentieth-century authors. The collections support research in fields such as medieval and Renaissance studies, the Reformation, eighteenth-century France and England, American history, Anglo-American literature, Icelandic history and culture, the history of science, and women's studies. Other collections focus on medicine, ornithology, witchcraft, human sexuality, the graphic arts, New York state history and agriculture, and architecture and city planning. The division also houses the Cornell University Archives, which includes records of the founding and growth of the university as well as an extensive collection documenting regional history.

Noteworthy collections:

- Henry Williams Sage Papers (1814-1930). 60.8 cu. ft; 23 v.; 58 reels microfilm.
Consists of material pertaining to Sage's business interests as a lumber magnate, the affairs of Cornell University, and his personal interests.
- Kingsley Family Papers (ca. 1857-1951). 60 cu. ft.
Personal and professional papers of Bath, NY, lawyers Charles Freeman Kingsley and his son Carter Robie Kingsley; records pertaining to their work in the western land mortgage business; and papers of various members of the Kingsley and Bull families.
- H. G. Hotchkiss Essential Oil Company Records (1822-1982). 94.2 cu. ft.
Accounts, correspondence, banking records, broadsides, prices current, market guides.
- Hammond Family Business Papers (1835-1916). 6.5 cu. ft., 126 v.
The bulk of these papers consist of grocery and general merchandise daybooks, cashbooks, customers' ledgers, inventories, order books, checkbooks and other accounts (80 v., 1851-1854, 1872-1916), mainly of Hammond Brothers (John and Thomas), the Hammond Store, and [E. J.] Barker and [Wallace] Wyman, successors (1871) to the Hammonds; also cashbooks, payroll records and board bills for furnace, furnace store, and company railroad employees, canal and lake steamer shipping accounts, and journals (7 v., 1858-1880) of the Crown Point Iron Co.; accounts for the furnace company store, which include daybooks, customers' ledgers, and a cashbook (11 v., 1874-1886); misc. accounts (11 v., 1847-1889) of Hammond & Company, Charles Franklin

Hammond, the Sugar Hill Company, and others; bankbooks (10 v., 1835-1866) and checkbook stubs (13 v., 1855-1883), covering accounts which C. F. Hammond and Hammond & Co. had with banks in Whitehall and Troy; and one daybook of Allen Penfield (1845-1861). In addition to bound account books, the papers also include correspondence, financial statements, orders, invoices, vouchers, board and freight bills, boat operation receipts, general store bills and receipts, and memoranda notebooks.

New York, NY

139. AXA Equitable Archives

1290 Avenue of the Americas
New York, NY 10104

Phone: (212) 314-3133

Fax: (212) 707-7783

E-mail: jonathan.coss@axa-equitable.com

Website: www.AXA-Equitable.com

Hours: M-F 9:30 am-4:30 pm; appt. req'd.

Publications:

Clough, Shepard B. *A Century of American Life Insurance: A History of the Mutual Life Insurance Company of New York, 1843-1943*. New York: Columbia University Press, 1946.

Buley, R. C. *The Equitable Life Assurance Society of the United States, 1859-1964* (2 vols.). New York: Appleton-Century-Crofts, 1967.

Rousmaniere, John. *The Life and Times of the Equitable*. New York: Equitable Companies, Inc., 1995.

Desaegher, Caroline. *The History of AXA*. Paris: HM Editions, 1995.

Couwez, Marie-Christine. *Diary of a Journey*. Paris: AXA, 2002.

AXA Equitable archival materials were researched and credited in the following publications:

Beard, Patricia. *After the Ball: Gilded Age Secrets, Boardroom Betrayals, and the Party That Ignited the Great Wall Street Scandal of 1905*. New York: HarperCollins Publishers, 2003.

Clarke, Sally H. *Regulation and the Revolution in United States Farm Productivity*. New York: Cambridge University Press, 1994.

Klein, Jennifer. *For All These Rights: Business, Labor, and the Shaping of America's Public-Welfare State*. Princeton: Princeton University Press, 2003.

Kwolek-Folland, Angel. *Engendering Business: Men and Women in the Corporate Office, 1870-1930*. Baltimore: Johns Hopkins University Press, 1994.

Yates, Joanne. *Control Through Communication: The Rise of System in American Management*. Baltimore: Johns Hopkins University Press, 1989.

Finding aids: Privately held at AXA Equitable Archives.

Published information on archival holdings: Privately held at Archives.

Overview:

Board and Committee Minutes, executive records and correspondence, advertising materials, artifacts and memorabilia. Ca. 2,000 lin. ft.; 600 vols.; 1,000 artifacts; 1,000 audiotapes; 600 videotapes; 30,000 photographs, negatives, slides, transparencies from 1859 to the present, primarily from 1905-1990.

Noteworthy collections:

Several scrapbooks illustrate the business world of nineteenth-century-early twentieth-century New York.

- Mutual of New York (MONY) Archives. (1842-2004). 450 lin. ft., 30 vols., 100 items, some audio & videotapes, some photos. Board and Committee Minutes, executive records and correspondence, advertising materials, artifacts and memorabilia.

140. Columbia University Business and Economics Library

Thomas J. Watson Library
130 Uris
3022 Broadway
New York, NY 10027

Phone: (212) 854-7804

E-mail: business@libraries.cul.columbia.edu

Website: www.columbia.edu/cu/lweb/indiv/business/CorpReports

Hours: Open daily at 8 am; weekends open at noon

Contact person:

James Coen, Business Studies: (212) 854-5467; coen@columbia.edu

141. New-York Historical Society

170 Central Park West
New York, NY 10023

Phone: (212) 485-9272

Fax: (646) 293-9409

E-mail: nnazionale@nyhistory.org

Website: www.nyhistory.org

Hours: Tu-Sat 10 am–5 pm; Summer, Tu-F 10 am–5 pm; appt. req'd. due to construction

Contact person:

Nina Nazionale, Director of Library Operations: (212) 485-9272; nnazionale@nyhistory.org

Fellowships and grants: Full-time, one year Bernard & Irene Schwartz fellowships. Two awarded each year. Short-term (one to two months) awarded based on funding. Most recently, eleven short-term fellowships were funded by Mrs. John Klingenstein.

Conferences and other programs: Professional library staff attend conferences where they participate on committees and make presentations. N-YHS has a robust schedule of public programs. Current schedule: https://www.nyhistory.org/web/default.php?section=public_programs&page=monthly_calendar_view

Publications:

Recently published by the library:

- *The African Free School Presentation Book, 1812–1826* (2007).
- *Impressions of New York: Prints from the New-York Historical Society* (2004).

Recently published by N-YHS:

- *Drawn By New York: Six Centuries of Watercolors and Drawings at the New-York Historical Society* (2008).
- *A New Light on Tiffany: Clara Driscoll and the Tiffany Girls* (2007).
- *Slavery in New York* (2006).
- *The New-York Historical Society: A Bicentennial History 1804–2004* (2004).
- *The Games We Played: The Golden Age of Board & Table Games* (2003).

Ongoing: *New York Journal of American History*

Finding aids: Available online:

Manuscripts: (<https://www.nyhistory.org/templates/library/nyhslinks.html>)

Graphic Materials: (<https://www.nyhistory.org/templates/library/proomlinks.html>)

Additional printed finding aids available on-site

Overview:

Subject Areas: Local history of New York City and State; colonial history of the United States; the Revolutionary War and Early Republic; American military and naval history; eighteenth- and nineteenth-century religions and religious movements; the Anglo-American slave trade and conditions of slavery in the U.S.; the Civil War; American biography and genealogy; American art and art patronage; the development of American architecture from the late eighteenth century to the present; nineteenth- and twentieth-century portraiture and documentary photographs of New York City. As an aggregate, these collections represent one of the most important resources in the world for studying the history of New York and the United States. Total volume: 350,000 books and pamphlets, including majority of titles issued pre-1801; over 2 million manuscript items; over 10,000 newspaper titles (over 1 million issues); over 10,000 printed maps and atlases; 15,000 pieces of sheet music; 18,000 broadsides; 10,000 dining menus; 275,000 prints; over 500,000 photographs and negatives; 12 principal architecture collections containing tens of thousands of items from the late sixteenth century to the present, especially since the late eighteenth century.

Select Highlights: Manuscript copy of John Winthrop's *A Modell of Christian Charity Written on Boarde ye Arrabella on ye Atlantic Ocean* (1630); Petrus Bertius' map *Carte de L'Amerique* (1640); *New-York Weekly Gazette* (1733-34); manuscript maps drawn by George Washington's cartographers in the field, Robert Erskine and Simeon DeWitt (1778-1783); Napoleon's authorization for the Louisiana Purchase (1803); the first newspaper published by African Americans, *Freedom's Journal* (1827-1829); diaries of Philip Hone (1826-1851) and George Templeton Strong (1835-1875); Grant's handwritten terms of surrender to Lee (1865); and the architectural papers of Cass Gilbert 1859-1934) and the firm of McKim, Mead and White (1875-1961).

Noteworthy collections:

- New York City Architecture
Comprising the nearly complete archives of McKim Mead White, Cass Gilbert, Andrew Jackson Davis, George W. Post, and a number of other distinguished architects of the nineteenth and early twentieth centuries, the architectural collections are unique and important records of the creation of the fabric of New York City at the beginning of its most imperial phase. These are very large

collections (MMW, for instance, comprises ca. 50,000 separate items, including drawings, correspondence, presentations, etc.) and are much in demand.

- **American Newspapers**
Fourth largest collection in the country of American newspapers in paper form; particularly rich in colonial newspapers, papers from the first decades of the republic, and New York papers from the nineteenth and early twentieth centuries. This collection provides the raw materials for extensive research on a wide variety of subjects ranging from the history of communications to the development of technology, as well as critical issues of American history, including the development of a free press and the rise of competitive popular journalism. It includes such rarities as the copy of John Peter Zenger's *New York Gazette*, which resulted in his landmark trial (a key document in the fight for press freedom), a run of *Freedom's Journal*, the first paper published by African Americans (1827–1829) in the United States, and the newspapers from the 1760s protesting the Stamp Act.
- **Bella C. Landauer Collection of Advertising Art and Ephemera**
This vast collection includes posters, prints, three-dimensional objects (e.g., shaving mugs, statuettes), and broadsides representing the exuberant approach to advertising and the marketing of consumer goods.
- **Erskine-DeWitt Maps (1778–1783).**
Unique set of drawings produced by Washington's cartographers, Robert Erskine and Simeon DeWitt, working in the field during the campaigns of the Revolutionary War.
- **Revolution and the Early Republic Documents**
A wide assortment of primary materials including such treasures as one of the three known manuscripts of the Federalist papers, John Jay's *Federalist Number 5*; Hugh Gainé's Printing of the Declaration of Independence, along with the "Declaration of Dependence," signed by 700 New York City Loyalists on November 28, 1776; the Articles of Convention between Lt. General Burgoyne and Major General Horatio Gates, October 17, 1777; Napoleon's signed authorization for the sale of the Louisiana Territory; and Rufus King's Notes on the Constitutional Convention. These named documents represent the only the tip of a very large collection of documents, newspapers, maps and personal papers that provide significant context for the history of the revolutionary struggle and the founding of the republic.

- Slavery Collections

Vast collection of materials documenting the history of slavery and its abolition. Among these are manuscript accounts of slave dealers; logbooks of slave ships; letters of abolitionists; tracts, periodicals, minute books and annual reports of anti-slavery organizations; one of the largest collections in the U.S. of pamphlets relating to slavery (21,000). These demonstrate the depth of material underlying the current exhibitions.

- Civil War Collections

Vast quantity of material in all formats relating to the Civil War including regimental histories; memoirs; newspapers and periodicals; Confederate imprints; maps; photographs; diaries; letters from soldiers; prints; broadsides and song sheets. Many of these are illustrated and complement the museum holdings, which include sketchbooks, uniforms, and weapons. The peak of this collection, which includes the first printing of Lincoln's 1865 inaugural address, is the manifold copy of the Terms of Surrender at the Appomattox Court House, in the handwriting of General Grant, interlineated with revisions by Ely Parker, the Seneca Indian officer who had been Grant's military secretary since 1863.

- New York City (1850-1950).

Collections of ephemera and images that document the social and cultural history of the city during a period of great expansion. These include collections of menus, hotel brochures, theater programs, broadsides, trade cards, posters, city directories, photographs, insurance atlases, and pamphlets that describe or depict the fights over urban renewal, the struggle to establish healthy housing for the poor, the growth of charitable societies, the cultural activities of the elite, and the evolution of the streetscape. Together these items range in the tens of thousands. They provide unparalleled resources for the study of daily life in the metropolis.

142. NYSE Euronext

New York Stock Exchange Archives
20 Broad Street
19th floor
New York, NY 10005

Phone: (212) 656-2442
Fax: (212) 656-5629
E-mail: jlinde@nyx.com
Website: <http://www.nyse.com/>
Hours: M-F 9:30 am–5 pm; appt. req'd.

Contact person:

Janet Linde, NYSE Archivist: (212) 656-2442; jlinde@nyx.com

Publications:

Marketplace: A Brief History of the New York Stock Exchange. New York: NYSE Group, Inc., 2006.

Buck, James E., ed. *The New York Stock Exchange: Another Century.* New York: The New York Stock Exchange, Inc., 1999.

Finding aids: Older finding aids available in hard copy only; more recent finding aid available through an InMagic database.

Overview:

The NYSE Archives is the keeper of the exchange's corporate memory. The archives preserves the most important records documenting the NYSE's long history, ranging from the original 1792 "Buttonwood Agreement" and vintage photographs of the trading floor to the minutes of the Quality of Markets Committee. The Archives cares for the written and graphic records and artifacts that document exchange policy, procedures, products, and people over the past two centuries. A number of major record groups are open to researchers. Ca. 3,000 lin. ft. of documents from 1792–2008, primarily from 1817–2008.

Committee and Department Records (1817–date) include minutes, stenographic transcripts of hearings, correspondence, reports and other records of about 150 committees and departments charged with carrying out the various administrative and regulatory duties of the exchange.

Subsidiary and Affiliate Companies Records include minutes, correspondence, legal and financial records that document the many ancillary functions performed by the Exchange. Records of the Open Board of Stock Brokers (1863–1869) document the activities of a rival securities exchange born in the speculatively active years of the Civil War; it merged with the NYSE in 1869. Records of the New York Quotation Company (1889–1957) document the corporate and technological history of providing quotations over a network of stock tickers.

Listing Statements (1867–date) are printed summaries of applications submitted by corporations wishing to have their securities traded at the NYSE. The statements include data on the business, history, organizational structure, capitalization and financial standing of a wide variety of American and foreign companies. A related record group, Listing Applications (1864–date), provides even greater documentation on selected corporations.

The Publications Collection encompasses house organs such as annual reports, employee newsletters, statistical bulletins and investors' magazines, as well as marketing and informational booklets. Also included are reports and studies conducted by the exchange and by outside organizations, as well as histories and memoirs of the securities industry. The archives holds an impressive library of books on the history of Wall Street and the stock market.

The Graphics Collection consists of prints, drawings, photographs and motion pictures and provides a pictorial record of the exchange's history. Included are scenes of Wall Street and the financial district, the NYSE trading floor, back offices, special events and portraits of members.

Noteworthy Collections:

The archives has acquired the historical records of the Pacific Stock Exchange and the American Stock Exchange through recent mergers and acquisitions. Also, in addition to the U.S. exchanges, NYSE Euronext encompasses exchanges in Amsterdam, Brussels, Lisbon, London, and Paris. We work cooperatively with our colleagues in Europe, although archives for the European exchanges are held independently.

NORTH CAROLINA

Durham, NC

143. Duke University

Rare Book, Manuscript, and Special Collections Library
103 Perkins Library
Durham, NC 27708-0185

Phone: (919) 660-5822

Fax: (919) 660-5934

E-mail: special-collections@duke.edu

Duke University

John W. Hartman Center for Sales, Advertising & Marketing History
Rare Book, Manuscript, and Special Collections Library
Box 90185
Durham, NC 27708-0185

Phone: (919) 660-5827

Fax: (919) 660-5934

E-mail: hartman-center@duke.edu

Website: <http://library.duke.edu/specialcollections/>

Hours: M-Th 9 am-9 pm; F 9 am-5 pm; Sat 1-5 pm

Grants and fellowships: The Sallie Bingham Center for Women's History and Culture; The John Hope Franklin Research Center for African and African American History and Culture; and The John W. Hartman Center for Sales, Advertising & Marketing History. Researchers may apply for grants from more than one center. The maximum award per applicant is \$1,000. More information may be found at: <http://library.duke.edu/specialcollections/services/grants/index.html>

Contact persons:

Perkins Library

Will Hansen, Assistant Curator of Collections; Rare Book, Manuscript, and Special Collections Library: (919) 660-5958

Hartman Center

Jacqueline Reid, Director: j.reid@duke.edu; (919) 660-5836

Lynn Eaton, Reference Archivist: lynn.eaton@duke.edu; (919) 660-5833

Richard Collier, Technical Services Archivist: richard.collier@duke.edu; (919) 660-5913

Overview:

The library's collections range from ancient papyri to the records of modern advertising. They number more than 200,000 printed volumes and more than 11,500,000 items in manuscript and archival collections. They support research in a wide variety of disciplines and programs, including African-American studies, anthropology, classics, economics, history, literature, political science, religion, sociology, and women's studies.

Noteworthy collections:

See <http://library.duke.edu/specialcollections/hartman/guides/index.html> for collection guides including agency records, personal papers, radio and television advertising, women and advertising, World War II, tobacco and advertising, and outdoor advertising.

- **The Economists' Papers Project**
An introduction to and information about collections in the Economists' Papers Project, which consists of the papers of more than twenty-five eminent economists. These collections offer a valuable resource to researchers in the history of economic thought, particularly those interested in twentieth-century economic thought.
- **James Redding Grist Business Records (1780-1920).** 3,269 items.
Correspondence, accounts, manifests, and other papers, of James Redding Grist, his father, Allen Grist, and of other members of the family. Materials relate to the operation of a general store, trade with the West Indies, Richard Grist's export business in New Bern, NC, J. R. Grist's turpentine business near Wilmington, NC, and his efforts to revive his trade in naval stores after the Civil War. Includes taxation lists, ca. 1815-1816, for Beaufort Co., NC. Correspondents include Henry Toole Clark. A bound volume (shelved and cataloged separately) contains entries relating to the operation of a NC general store and an earlier similar operation in the West Indies. The first half of the volume comprises the Thomas Dickinson ledger from St. Eustatius, West Indies, 1780-1781, with entries documenting payments for rum, madeira, slave clothing, cheese, flour, twine, nails, brown sugar, needles, and other sundries. His relation, if any, to the Grists is not known. The second half of the volume comprises the ledger of Allen Grist of Washington, Beaufort County, NC, 1813-1816, with

entries for food, spirits, building material, and other sundries. A few entries in each section record slave transactions: money lent for the purchase of slaves, money paid for their labor, or money received for the actual sale of slaves.

- **Textile Mill Records**
Administrative files, financial ledgers and production records of mills can contain information on wages and working conditions of the mills' labor force which included a large percentage of women. Timebooks give names, wages and hours of workers and administrative files may contain information on hiring practices, accident reports, and layout of the plant facilities.
- **Plantation and Slave Records**
Information on the labor and working conditions of slave women is often fragmented and hard to find. Plantation records and the papers of slave traders and families owning slaves can sometimes help to document the working conditions of slave women. Plantation lists and ledgers may contain names, physical descriptions, and work loads of field slaves and house servants. Receipts, bills, and runaway notices may describe an individual's work habits or the conditions under which women were bought, sold, and traded.
- **The Hartman Center for Sales, Advertising & Marketing History in Duke's Special Collection Library**
Acquires and preserves printed material and collections of textual and multimedia resources and makes them available to researchers around the world. Through these collections and related programming, the center promotes understanding of the social, cultural, and historical impact of advertising, marketing, and sales.
- **J. Walter Thompson Company Archives (1862-2003; bulk, 1890s-1990s). 5,000 lin. ft.**
Originally founded by William James Carlton in 1864 under the name Carlton & Smith, the J. Walter Thompson Co. grew to become the largest multinational agency in the world. The JWT Archives represents the most extensive surviving historical record of any advertising agency, and contain over eighty individual collections. Materials represented include account files and advertisements for major clients such as Andrew Jergens, Chesebrough-Pond's, Eastman Kodak, Ford Motor Company, Kellogg's, Kraft, Lever Brothers, Pan American, Seven-Up, and Warner-Lambert; international and competitive print advertisements; corporate, financial, and personnel files; correspondence

and memoranda; records for the Chicago, Detroit, Frankfurt, London, and New York offices; the papers of various JWT executives; writings and speeches; research and marketing reports; press clippings, newsletters, and JWT publications; microfilms; and audiovisual materials.

- Bates Worldwide, Inc., Records (1934-2003 and undated). 784 lin. ft.

Bates Worldwide advertising agency (“Bates”) was established in 1940 by former executives of the Benton & Bowles agency. It grew to become one of the largest agencies in the U.S. until its demise in 2003. The Bates Worldwide, Inc., Records include correspondence, corporate policy manuals, photographs, publications, graphic designs, print advertisements, electronic records and videocassettes that document the activities of this major global advertising agency over the course of its corporate life.

- D’Arcy Masius Benton & Bowles Archives (1929-1989; bulk, 1950s-mid-1980s). 152 lin. ft.

Contains Benton & Bowles agency and client files, print and television advertisements, films, photographs, audio tapes, clippings, research notes, and financial papers primarily created by the New York office. Documents the advertising careers of William B. Benton and Atherton W. Hobler and the 1985 merger of the D’Arcy-MacManus & Masius agency with Benton & Bowles to form DMB&B. Also contains research and publications on the history of Benton & Bowles by Gordon Webber and Frank Smith; television programs created by B & B in the 1950s; materials on employee training, recruitment, and management; and marketing research.

- Gotham Inc. Records (1967-1997). 115 lin. ft.

Advertising agency founded in 1995, successor to several agencies including Laurence Charles Free & Lawson and Daniel & Charles. Collection primarily contains videotapes of commercials produced from 1973-1996 for Gotham’s clients, including Bristol Myers, Gorton’s, American Tobacco products, and Heublien. Also includes slides of print advertisements, laminated print ads, and misc. articles and brochures about Gotham’s predecessor agencies.

- Warwick Baker O’Neill Records (1931-2000; bulk, 1985-2000). 103 lin. ft.

Records of the agency founded in 1939 by John P. Warwick, which operated under various names until its closing in 2001:

Warwick & Legler (1939-1972), Warwick Welsh & Miller (1972-1982), Warwick Advertising (1982-1988), Warwick Baker Fiore (1988-1996). Includes new business documents and pitches, case studies and qualitative research, account planning, employee office files, memoranda and correspondence, storyboards and audio/videotapes of radio/television commercials, print advertisements, scrapbooks, and public relations materials. The major campaign represented is “Crafted With Pride in the USA”; other products and clients include Driver’s Mart, WestPoint Pepperell, Benjamin Moore Paint, US Tobacco (Skoal and Copenhagen brands), Panasonic, Fruit of the Loom, Bausch & Lomb, Bacardi, Heineken, Amstel Light, and Van Munching.

- Wells Rich Greene, Inc., Records (1954-1998). 250 lin. ft. Advertising agency founded in 1966 by Mary Wells (former copy writer for Doyle Dane Bernbach), this fast-growing creative firm was renowned for groundbreaking advertising campaigns from the 1960s until it closed its doors in 1998. Influenced by the countercultural youth movement of the late 1960s, WRG adopted a progressive approach to advertising, epitomized in campaigns for Love Cosmetics. Archives primarily contain print advertisements for clients including American Motors (1969-1972), Benson & Hedges (1960s), Ford (late 1970s), Max Factor (1978-1985), Miles Laboratories (1971-1982), Pan American (1982-1988), and Philip Morris (1972-1990); also includes advertisements for clients represented by WRG during the technology boom of the late 1980s, such as IBM, MCI Communications, and Atari. In addition to print ads, also contains press clippings, promotional materials, and films/videotapes of commercials.

NORTH DAKOTA

Bismarck, ND

144. State Historical Society of North Dakota

State Archives and Historical Research Library
612 East Boulevard
Bismarck, ND 58505

Phone: (701) 328-2666

Fax: (701) 328-3710

E-mail: histsoc@nd.gov

Website: www.nd.gov/hist/

Hours: State Archives: M-F 8 am-4:30 pm; 2nd Sat 10 am-4:30 pm

Contact person:

James A. Davis, Head of Reference

Fellowships and grants: Receives funding from Historic Preservation Fund

Publications: The State Historical Society of North Dakota has an extensive publications program that includes the quarterly journal, *North Dakota History: Journal of the Northern Plains*, and the newsletters *Plains Talk*, *The Local Network*, and *Volunteer Voices*. It also publishes books. Recent releases include

Wood, W. Raymond. *Twilight of the Upper Missouri River Fur Trade: The Journals of Henry A. Boller*. Bismarck: State Historical Society of North Dakota, 2008.

Statue of Sacagawea Presented in the Rotunda, United States Capitol. Bismarck: State Historical Society of North Dakota, 2005.

Jenkinson, Clay S. *"A Vast and Open Plain": The Writings of the Lewis and Clark Expedition in North Dakota, 1804-1806*. Bismarck: State Historical Society of North Dakota, 2003.

Overview:

The State Archives is responsible for the documentary collections of the State Historical Society of North Dakota. It is the official state archives, and acquires and preserves all types of research materials relating to North Dakota and the Northern Great Plains, including manuscript collections, books, periodicals, maps, newspapers, audio and video materials, and photographs.

Archives and Manuscripts

The State Archives is the official repository of the historic records of state and local government in North Dakota. These records document the organization, function, policies, and transactions of government in counties, municipalities, townships, school districts, and in all branches of state government.

Manuscripts are letters, diaries, photos, maps, and other unpublished materials from private individuals and organizations that document economic, social, cultural, and political life. Both archives and manuscript collections can provide researchers with insight into North Dakota history through use of unpublished sources.

Genealogy

Genealogical resources at the State Archives are available in the Orin G. Libby Memorial Reading Room during regular business hours. The reference staff will attempt to answer specific requests by phone, E-mail, or mail if you are unable to visit the North Dakota Heritage Center. Although SHSND materials generally do not circulate, most newspapers, state censuses, and early atlases are available on microfilm through interlibrary loan. We encourage researchers to use this service and therefore will not do extensive searching of these materials.

Fargo, ND

145. North Dakota State University

Institute for Regional Studies & University Archives
NDSU Dept #2080
PO Box 6050
Fargo, ND 58108-6050

Physical location:
Skills & Technology Training Center, Room 117
1305 19th Avenue North
Fargo, ND

Phone: (701) 231-8914

Fax: (701) 231-5632

E-mail: NDSU.Library.Archives@ndsu.edu

Website: <http://library.ndsu.edu/archives/>

Hours: M-F 8 am-4 pm; W 8 am-8 pm

Contact persons:

John E. Bye, University Archivist & Director: (701) 231-8877; John.Bye@ndsu.edu
Michael J. Robinson, Archivist: (701) 231-1017; Michael.Robinson@ndsu.edu

Overview:

The manuscript collecting program of the Institute for Regional Studies preserves personal papers and organization records of enduring historic value to support the research needs of undergraduates, graduate students, faculty and other scholars at NDSU and beyond. The uniqueness and strength of the manuscripts lies in extensive holdings of more than 1,200 collections. They range in size from a single letter to a more than a 100-box set of business records. These manuscripts document such phenomena as the agricultural development of the state, particularly the bonanza farming era; the everyday life of the early pioneers; the era of the Nonpartisan League; and the women of North Dakota as seen in diaries and their varied organizations. Also documented are the lives and works of North Dakota literary figures, our many ethnic groups and the development of an urban society through City of Fargo and Cass County records.

Noteworthy collections:

See <http://library.ndsu.edu/archives/collections-institute/manuscripts/finding-aids?topic=480> for a listing of business collections, and <http://library.ndsu.edu/archives/collections-institute/manuscripts/finding-aids?topic=558> for agricultural industry collections.

Grand Forks, ND**146. University of North Dakota**

Chester Fritz Library
Elwyn B. Robinson Department of Special Collections
3051 University Avenue Stop 9000
Grand Forks, ND 58202-9000

Phone: (701) 777-4625

Fax: (701) 777-3319

E-mail: archives@mail.und.edu

Website: <http://www.library.und.edu/Collections/spk.html>

Hours: M, Tu, Th 8 am–5 pm; W 8 am–9 pm; F 8 am–4:30 pm

Contact person:

Curt Hanson, Department Head: curthanson@mail.und.edu

Michael Swanson, Assistant Archivist: michaelswanson@mail.und.edu

Brian Baier, Library Associate: brianbaier@mail.und.edu

Overview:

The mission of the Elwyn B. Robinson Department of Special Collections, Chester Fritz Library, is to identify, acquire, preserve, and make available published resources and historical records, regardless of format, that document the political, economic, social and cultural heritage of North Dakota, the Red River Valley, the city of Grand Forks, and the University of North Dakota.

Noteworthy collections:

See <http://www.library.und.edu/Collections/business.html> for an index of business related collections and <http://www.library.und.edu/Collections/ag.html> for collections related to the agricultural industry.

- Orin G. Libby Manuscript Collection (est.1952). 14,200 lin. ft. 1,525 collections.
Collection documents the political, economic and social history of Grand Forks, the Red River Valley and North Dakota. Collections of personal papers include diaries, memoirs, correspondence, scrapbooks, and newspaper clippings. Organizational records include bylaws and constitutions, incorporation documents, business records, minutes of meetings, financial records, reports, newspaper clippings and promotional materials. Over 25,000 photographs are housed separately in the Orin G. Libby Photograph Collection.

OHIO

Akron, OH

147. The University of Akron

Archival Services
Akron, OH 44325-1702

Phone: (330) 972-7670

Fax: (330) 972-6170

E-mail: archives@uakron.edu

Website: www.uakron.edu/ul/archives

Hours: M-F 8 am-5 pm; appointments appreciated

Contact person:

S. Victor Fleischer, Head of Archival Services: (330) 972-7670; svfleis@uakron.edu

Finding aids: Available onsite

Overview:

Archival Services primarily collects, preserves, and makes accessible materials relating to the University of Akron and the history and development of the Akron area. As a division of the University Libraries, it is also the location for rare and special printed materials and for other special collections. Archival Services collects and preserves the personal papers and historical records of governments, businesses, and civic organizations in a nine-county region. 40,000 cu. ft. of records from 1830s-2005, especially 1900-1980.

Noteworthy collections:

- Goodyear Tire & Rubber Company Records (ca. 1898-1993). 800 cu. ft.
Correspondence, annual reports, financial reports, news releases and publicity, advertising, historical materials, materials relating to company history, historical materials relating to Charles Goodyear, audiovisual materials, photographs, scrapbooks, publications, aviation materials, materials relating to labor relations, employee activities, products files, materials relating to plants, plantations, realty and property, public relations, racing, scrapbooks, photograph albums, and news clippings.

- Ohio Edison Company Records (1889–1964). 300 cu. ft.
Minutes, ledgers, financial and operating reports, photographs, and other records of the Ohio Edison Co. and predecessor gas light, traction, interurban, power, and holding companies.
- Goodrich, (B. F.) Company Records (1868–1990). 500 cu. ft.
Board of Director's minutes; annual reports; journals, ledgers, and other accounting records of the parent company, various domestic subsidiaries, and BFGoodrich International; advertising material; publications and news releases; speeches by corporate officials; registrations of patents and trademarks; research center reports and other files; product information; photographs and films.
- Erie Lackawanna Railroad Records (1960–1991). 300 cu. ft.
Annual reports to the Interstate Commerce Commission, annual reports to stockholders, minutes, Interstate Commerce Commission valuation maps, real estate sales files, land agreements, leases, mortgages, conveyance documents, and other legal and financial materials. Includes materials from the 1938 Erie reorganization and the 1960 Erie-Lackawanna merger and records from the former Delaware, Lackawanna and Western and Erie Railroads.

Cleveland, OH

148. Case Western Reserve University

Special Collections Research Center
Kelvin Smith Library
10900 Euclid Avenue
Cleveland, OH 44106-7151

Phone: (216) 368-2993

Fax: (216) 368-6950

E-mail: askalibrarian@case.edu

Hours: M-F 9 am–12 pm and 1–5 pm

Contact persons:

Sue Hanson, Head of Special Collections: (216) 368-0189; norma.hanson@case.edu

Eleanor Blackman, Archivist: (216) 368-6504; eleanor.blackman@case.edu

Overview:

The Kelvin Smith Library's Special Collections Research Center is the repository for the papers of many men and women of national prominence.

Noteworthy collections:

- Charles F. Brush, Sr., Records (1842-1967). 25 lin. ft.
Charles F. Brush, Sr., (1849-1929) was a pioneer in the commercial development of electricity. His economical arc light system revolutionized the light industry in the 1880s.

149. Cleveland Public Library

Business Economics & Labor Department
325 Superior Ave.
Cleveland, OH 44114

Phone: (216) 623-2927

Fax: (216) 623-7008

E-mail: business@cpl.org

Website: www.cpl.org

Hours: M-Sat 9 am-6 pm; appt. recommended

Contact persons:

Maureen T. Mullin, Manager, Business Economics & Labor: (216) 623-2930
Sandra Witmer, Senior Subject Librarian, Business Economics & Labor: (216) 623-2927; sandra.witmer@cpl.org
Aaron Mason, Subject Librarian, Business Economics & Labor, Cleveland Research Center: (216) 623-2999; aaron.mason@cpl.org

Research center: Cleveland Research Center

Overview:

All aspects of worldwide business, economics and labor are represented, with special attention to American industrial history. Strong collections in transportation including railroads and shipping; business; labor, including management science; advertising and patents. Unique collections include Cleveland business history, business directories, and corporate annual reports. 22,000 lin. ft., predominantly from 1840-present.

Predominant dates: 1840-current

Noteworthy collections:

- Cleveland Business History (1800-current).
- Historical information on local companies can be found in the Cleveland Corporation File, a unique collection on microfilm consisting of newspaper clippings and Chamber of Commerce Reports. Our comprehensive collection of books on Cleveland companies, annual reports, regional business directories and unpublished materials round out the collection. The Photograph Collection has a comprehensive collection of Cleveland industrial photographs, including formal portraits of the Rockefeller, Hanna, Stone, Grasselli, Holden, and Mather families. Holdings include industrial photographs by Margaret Bourke-White, and WPA photos. Holdings include photographs from the Newspaper Enterprise Association and The Plain Dealer.
- Transportation (1840-current). 12,000 vols.
Transportation, including shipping, railroads, aviation, and automobile industries
- Corporate Annual Reports Collection (1880-2000). 678 cu. ft.
Collection comprised of published annual reports for ca. 8,000 corporations. A broad range of businesses are represented including all types of manufacturing, transportation, utilities, retailing, communications, energy production, publishing, food production, broadcasting and banking. The bulk of the collection covers the years 1920 to the late 1970s. Annual reports for the railroad industry include reports from the late 1800s.
- Labor (1800-current).
Comprehensive collection on U.S. and international labor.

Columbus, OH

150. Ohio Historical Society

Archives/Library
1982 Velma Ave.
Columbus, OH 43211-2497

Phone: (614) 297-2510

Fax: (614) 297-2546

E-mail: reference@ohiohistory.org

Website: www.ohiohistory.org

Hours: Th 9 am-9 pm

Finding aids: Available online at www.ohiomemory.org.

Overview:

The Archives/Library of the Ohio Historical Society collects, preserves, and makes available to the public written and graphic information concerning Ohio's history. As the State Archives of Ohio, it is the designated repository for state government records of enduring historical value. The Ohio Historical Society has long recognized the importance of business in the history of the state and advocates the collection and retention of business records. With well over 100 collections dated from the early 1800s through the twentieth century related to business among our holdings, we are dedicated to working with Ohio businesses looking to establish their legacy and historical record, such as our work on the White Castle System Incorporated Collection and the Dominion East Ohio Gas Company Collection.

Noteworthy collections:

Manuscript Collections

- Ahrens-Fox Fire Engine Company
Cincinnati-based company that produced steam-powered fire engines.
- Baldwin-Lima-Hamilton Corporation Records (1911-1976). 7 lin. ft.
Creator of stationary/marine diesel and steam engines and locomotive diesel engines, including submarine engines, power plants, Liberty Ships, and Lima-Hamilton locomotives.
- Baker Art Gallery
Established in the 1870s, the Baker Art Gallery soon became the most important photographic studio in Columbus and was widely recognized nationally.
- Buckeye Steel Castings (1883-1977). 7.5 lin. ft.
With its roots in an 1880s iron foundry located on the south side of Columbus, Buckeye Steel Castings went on to become one of the country's major suppliers of steel castings to the railroads of the 1900s and beyond.
- Central Ohio Transit Authority (COTA) (1898-1963). 4.5 lin. ft.
Founded as a public-operated entity in 1972, COTA had its roots in various privately owned companies that are documented in this collection.

- **Champion Bridge Company (1870-1970).** 8 lin. ft.
Founded in 1871, the Champion Bridge Company was an early creator of wrought iron bridge works and built bridges from Ohio to Florida through the 1980s.
- **Crescent Silver Company of Cincinnati**
A rare view of an 1870s-era silver mine, located in the Colorado Territory and owned by businessmen of Cincinnati.
- **Curtis-Seeberger Family Papers (1820s-1930s).** 18.75 lin. ft.
Includes the business records of Charles Seeberger, the inventor of the escalator.
- **Dominion East Ohio Gas Company (1853-1997).** 102 lin. ft.
Incorporated in 1898 and continues to serve Northeastern Ohio in the twenty-first century.
- **Donaldson Baking Company (1914-1972).** 9 lin. ft.
Company resulted from the merging of several Ohio baking companies in 1949.
- **Dunzweiler Construction Company**
Incorporated in 1917 for general contracting work, the Zanesville-based Dunzweiler Co. constructed a section of the National Road, the Roseville and Ohio potteries, and various churches, banks and schools.
- **Humphreys/Titsworth Family Papers**
A collection documenting the medical and surgical partnership of Frank Humphreys and Dr. A. W. Titsworth, 1893-1931.
- **Jeffrey Manufacturing Company**
Established in 1877 by Joseph Andrew Jeffrey to produce the first power-driven coal cutter used in America, remained one of the largest family-run businesses in Columbus until the mid-1970s.
- **Lazarus Family Papers (1850-1970).** 9 lin. ft.
The Lazarus Family founded the F. & R. Lazarus & Co. in the mid-1800s and Lazarus Department Stores became a mainstay in Ohio in the twentieth century.
- **Leffel, James & Co.**
In the 1860s, inventor and businessman James Leffel designed and built the double turbine water wheel and formed the James Leffel & Co. to promote the product.
- **Lustron Corporation**
Carl Strandlund founded the Lustron Corporation in the mid-1940s to develop prefabricated houses out of baked enamel steel.

- Roseville Pottery Company
Incorporated in 1892 and based in Zanesville, the Roseville Pottery Co. was renowned for its clay-based products.
- Seneca Motorcar Company
Organized in 1917 in Fostoria, this early automobile manufacturer produced cars largely for overseas buyers until 1924.
- United States Potters Association (USPA) Records (1894-1977). 11.25 lin. ft.
Formed in 1875 at the first national convention of the manufacturing potters in the United States.
- Waddell Co. Records (1882-1985). 15 lin. ft.
John M. Waddell (1853-1922) founded the Waddell Wooden Ware Works Company in 1889 after securing a patent on a coffee mill handle. Located in Greenfield, OH, the company incorporated on January 1, 1901, as a wholesale manufacturer of store furniture, show cases, money drawers, coffee mills, swinging chairs, game traps, and cutters. Three of its four officers were Waddell family members. The company's name changed numerous times, including the John M. Waddell Manufacturing Co., the Waddell Postal Fixture Co., Sun Manufacturing Co., and finally, the Waddell Co. The company continued to manufacture various products, specializing in display cases. In 1936, Dean T. Waddell purchased all company interests and patent rights from his brothers. Dean's son George Waddell eventually served as president.
- White Castle System, Inc.
White Castle pioneered the fast food hamburger chain concept in the 1920s, and continues as a leader in the field today.
- Youngstown Sheet & Tube Company
Organized in 1900 to manufacture and sell sheet iron and steel products.

State Archives Series (SAS)

- Ohio. Dept. of Development: Director's correspondence, 1960-1982, 1984-1990, 2002-2006; SAS 1857
- Ohio. Office of the Governor. Business and Industry: Subject files, 1996-2006; SAS 6817 and 7053
- Ohio. Secretary of State: Index to record of incorporations, 1852-1969; SAS 3081
- Ohio. Secretary of State: Record of incorporations, 1852-1951; SAS 3080

Youngstown, OH

151. Youngstown Historical Center

Ohio Historical Society
151 W. Wood Street
Youngstown, OH 44503-1034

Phone: (330) 743-5934

Email: yhcil@ohiohistory.org

Website: www.ohiohistory.org

Hours: Wed, F 12-4 pm, Th 12-9 pm, First Sat 12-4 pm

Overview:

The Archives/Library research facility houses local government records as well as materials relating to the iron and steel industries in northeastern Ohio and the development of organized labor. At this time, the county records, selected Ohio death records, selected manuscript materials, and videotaped oral histories are available for research.

Noteworthy collections:

- Buckeye Coal Co. Records (1921-1946). 6 lin. ft.
Contains the photographic records and annual reports of the Buckeye Coal Co., a subsidiary of the Youngstown Sheet and Tube Co. that supplied coal for its steel mills. Included the Nemaocolin, Dehue, Brier Hill, Redfield, and Mahan Mines. This collection consists of 2,500 photographs and negatives documenting the operations of these mines. Also included are the annual reports for the company's mines for 1921-1946, which have information on production, accidents, and construction and expansion programs.
- The Lykes-Youngstown Corporation Audiovisual Archives (1940-1978). 13.5 lin. ft.
Includes photographs, negatives, and transparencies, slides (mounted transparencies), and audio recordings. The collection consists of approximately half of the audiovisual material acquired in 1981 from Jones & Laughlin Steel, Inc., successor to the Lykes-Youngstown Corporations. The remaining material is found in the Youngstown Sheet & Tube Audiovisual Archives dating from ca. 1910 to ca. 1950 and consisting of approximately

1,600 glass plate negatives, 2,300 safety negatives, 6,000 additional safety negatives reproduced from the original nitrate negatives, and reference prints of these negatives (prints produced by the Ohio Historical Society). The Lykes-Youngstown collection, however, contains over 12,000 photographs, produced from 1940s through the 1970s. Researchers seeking comprehensive visual documentation of the Youngstown Sheet & Tube Co. should consult both collections. Lykes-Youngstown staff photographer Perc Kelty produced most of the material in this collection. Other items possibly were produced by Ed Salt, editor of the house organ, the *Youngstown Bulletin*, or by other corporations.

- Youngstown Sheet and Tube Audiovisual Archives (1907-1952). 23 lin. ft.

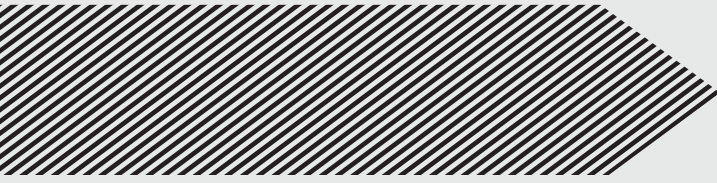
Consists of approximately half of the audiovisual collection given to the Ohio Historical Society by Jones and Laughlin Steel Inc. The remaining material is found in the Lykes-Youngstown Corp. Audiovisual Archives and consists of photographs, negatives and transparencies, slides, audio-recordings, and films. The contents of the collection are diverse and include processes, company sponsored social events, production of various materials, and construction sites. Researchers seeking comprehensive visual documentation should consult both collections.

- The Niles Historical Society Collection (1883-1976). 160 v., 15 lin. ft.

Correspondence, shipping orders, lease agreements, mining records, employment office records, patent and trademark information and merger documents. The Niles Fire Brick Co. was organized in 1872 by John R. Thomas, and played a key role in the development of the Mahoning Valley's steel industry. The company acquired high grade clay reserves in Clarion and Beaver counties, PA, to supply raw material for their fire brick works. Mining and shipping operations were handled through Thomas & Co.

- James P. Griffin Collection (1935-1980). 18 lin. ft.
Consists of manuscript materials, photos, scrapbooks, newspaper clippings, books, and various other documents relating to both Mr. Griffin's work as the District 26 Director of the United Steelworkers of America and his activities with numerous community organizations.
- Dominion East Ohio Gas Co. Records (1853-1997). 102 lin. ft.
Records are arranged into 24 series, as received and as organized by the Archives Committee of the East Ohio Gas Company.

- P. Arthur D'Orazio Architectural Drawings (1939-1980). 20 lin. ft. Comprised of drawings for buildings and renovations created by Mr. D'Orazio during his career as an architect in Youngstown, OH. The one hundred ten projects represented were located in Eastern Ohio and Western Pennsylvania, clustering in Mahoning and Trumbull counties. They are representative of the scope and style of his work.
- Republic Steel Corp. Audiovisual Collection (1941-1979). 16,200 items.
Includes photographic negatives and slides. The bulk of the collection consists of ca. 13,000 black and white photographic negatives. In addition, there are ca. 2,000 color photographic negatives and 1,200 35 mm slides. The photographic negatives and slides date from ca. 1941-1979 and document Republic Steel Corp.'s operations at both its main production facilities as well as at its subsidiary companies. Also included are photographs of company social events and activities such as award banquets, dances, and picnics.



Oklahoma- Wyoming

OKLAHOMA

Norman, OK

152. University of Oklahoma

Bass Business Collections
Bizzell Memorial Library, Rm. 507NW
The University of Oklahoma Libraries
401 West Brooks Street
Norman, OK 73019

Phone: (405) 325-4142

E-mail: <http://libraries.ou.edu/info/contact.aspx?contacttype=1&contactid=12>

Website: <http://libraries.ou.edu/locations/default.aspx?id=15>

Hours: M-F 9 am-4 pm

Contact person:

Daniel A. Wren, Curator, Bass Collection: (405) 325-3941; dwren@ou.edu

Overview:

The Bass Business History Collection began in 1955 with the purpose of collecting and preserving materials relating to the history of business and industry. The collection contains books, microforms, videos and journals on a number of topics including the histories of business leaders and firms and the economic, social and political forces that influence the role of business in society.

Noteworthy collections:

- J. and W. Seligman Company
Est. in 1864, company was one of America's early investment banking houses and provided a strong connection between the U.S. and Europe. The firm grew from Joseph Seligman who immigrated to the U.S. in 1837 and worked for Asa Packer in Mauch Chunk (now Jim Thorpe) Pennsylvania before becoming an itinerant peddler. With his savings Joseph financed the immigration of his seven brothers, one sister, and parents over a period of years. Joseph's brothers William, James, Henry, Jesse, Leopold, Isaac, and Abraham would play a role in the development of the Joseph and William Seligman firm. His sister Babette would marry Max Stettheimer and bring another into the family's ventures. The Seligman archives contain the history of the family and some

records of the various ventures of the brothers before the decision to enter investment banking. The years as peddlers and store keepers are not fully covered by correspondence, however, but by recollections of family members. The banking years began in New York in 1862 and a Frankfurt, Germany, branch opened in 1864. For short periods there were branches in New Orleans and San Francisco. The latter, the Anglo-California Bank, was subsequently acquired by the Crocker Bank. Eventually there would be branches in London and Paris, all guided by the New York office.

- **Retail Intelligence System Collection**
Grew out of a consulting firm, Management Horizons, formed in 1974 by Ohio State University Professors William R. Davidson and Alton F. Doody and Indiana University Prof. Bert C. McCammon, Jr. McCammon commented that marketing was a “throw-away” discipline and the trio resolved to keep a record of the materials they developed about retailing for a steadily growing list of clients. McCammon later became a professor at the University of Oklahoma and, with Prof. Davidson, provided a complete set of the Retail Intelligence System (RIS) publications for archival purposes.
- **Robert Kahn Collection on Retailing History**

Oklahoma City, OK

153. Oklahoma Historical Society

Research Center
2401 N. Laird Ave.
Oklahoma City, OK 73105

Phone: (405) 522-5225

E-mail: research@okhistory.org

Website: <http://www.okhistory.org/index.html>

Hours: M-Sat 10 am-4:45 pm

Overview:

Archive Collections include American Indian records, over six million photographs, more than 6,000 oral histories, extensive manuscript collections, film archives and maps. The Research Center is the largest repository of Oklahoma newspapers in the state.

Noteworthy collections:

- The Oklahoma City Chamber of Commerce Records (1897–1986). 700 v.
Includes materials dating from 1919 to 1986, primarily from the Administrative and Public Relations Divisions. Included are correspondence, documents and proceedings, photographs, legal and financial records, and printed materials.
- Abe Herskowitz Collection (1907–1958). 9 lin. ft.
Contains the business records of the Max Herskowitz Estate from 1923–1934, including a hosiery and army goods business. It also contains the military records and personal papers of Abe Herskowitz from 1926–1948.
- Bonnie Cole Doss Papers (1831–1945). 4.8 c.f., 14 boxes.
Documents concerning the Choctaw Indians; letters to and from family members of Bonnie Cole Doss and her father Preslie Barto Cole (antique shop owner). Also, business correspondence and financial records concerning real estate dealings.
- Griffith Amusement Company Records (1916–1993). 14 boxes.
Consists of corporate records, business correspondence, financial reports, scrapbooks, and publications relating to the various corporations, begun by the Griffith brothers and continued by Henry S. Griffing.
- Mary McCormick Collection (1968–1997). 198 lin. ft.
Majority of the papers of Mary McCormick are comprised of copies of Sac and Fox Nation of Oklahoma documents including Business Committee and joint committee meeting minutes and meeting packets between 1972 and 1997.
- Mummies' Theatre Records (1949–1986). 70 cu. ft.
Records of the Mummies' Theater Company in Oklahoma City. Includes business correspondence, minutes of the Board of Directors, financial records, job descriptions and applications, and contracts. Also, posters, brochures and production material.

OREGON

Eugene, OR

154. University of Oregon

Paulson Reading Room
Knight Library, 2nd Floor North
15th & Kincaid Street

Mail address:
UO Libraries—SPC
1299 University of Oregon
Eugene OR 97403-1299

Phone: (541) 346-3068

Fax: (541) 346-1882

E-mail: spcarref@uoregon.edu

Hours: M-F 10 am- 4:30 pm; Sat 11 am- 4:30 pm

Overview:

Collections focus on Northwest history and culture. Strengths include children's literature, popular fiction, intentional communities, women in society, and important institutions and personalities of the Northwest.

Noteworthy collections:

- Baker, Fentress & Co., Chicago, IL, Lumber Company Records (1914-1943). 73 lin. ft.
Records of Pacific Northwest logging and lumber companies in which Baker, Fentress had financial interest. Files are largely correspondence relative to management. Major companies represented are Algoma Lumber Co., Kirk, OR, 1929-1941; Carlisle Lumber Co., Onalaska, WA, 1922-1940; Coeur d'Alene Pine Co., Coeur d'Alene, ID, 1924-1942; Great Northern Lumber Co., Leavenworth, WA, 1914-1942.
- Gardiner Mill Company, Gardiner, OR (1864-1881).
Records of the Gardiner Mill Co., Gardiner Mill store, and the am Simpson and Co., Gardiner, OR, 1864-1923, 130 v., 17 boxes. V-1-19 Journals, 1864-1881, including Gardiner Mill accounts and accounts of am Simpson and Co. with Gardiner Mill store. v.20-27, Gardiner Mill store ledgers, 1866-1880. v.28-35, Gardiner Mill

store accounts receivable. v.1873-1883, Gardiner Mill accounts receivable, 1876-1878. v.38, Gardiner Mill Co. ledger, 1879-1883. v.39-63, Gardiner Mill Co. store, daybook, March 3, 1876-October 17, 1884. v.64-128, Gardiner Mill Co. store, daybook and journal, December 23, 1890-February, 1906. v.129-130, Gardiner Mill Co. market, blotter, 1899-1901. Gardiner Mill Co. general correspondence files, 1907-1923 in 17 file boxes.

- Oregon AFL-CIO, Miscellaneous Papers (1947-1964). 9 lin. ft. Most of the files concern political education and political action.
- Patrick Lumber Company, Portland, OR (1915-1956). 25 v. Sales books, wholesale lumber company. Additional timber and conservation information and finding aids may be found at: <http://libweb.uoregon.edu/speccoll/guides/forest.html>
- John Commingers Ainsworth Papers. 24 lin. ft. John Commingers Ainsworth (1822-1893) was the major founder of the Oregon Steam Navigation (OSN) Co., the most powerful transportation monopoly in the Pacific Northwest. Ainsworth was also involved in a number of other ventures, including the Northern Pacific Railroad (NPRR) and various gold, silver, and coal-mining operations. Ainsworth's diaries, autobiography, personal correspondence, and the business records of the Oregon Central Railroad, Oregon Steam Navigation Company, Northern Pacific Railroad Co., and various mining, building and shipping enterprises.
- Norman Nienstedt Rupp Papers. 24 lin. ft. Timberland owner and investor. With his father, John J. Rupp, he bought, leased, and sold timber lands in FL, LA, MI, MN, OR, WA, ID, and CA. Rupp moved from Saginaw, MI, to Portland, OR. He was associated with the Huron Timber Co., the Mitchell, Dorr Real Estate Co., the Rupp Investment Co., and the Rose Gold Mining and Milling Co. Includes the diaries of John J. Rupp, 1875-1927, letters, books, journals and ledgers and other business papers.

Additional information on collections related to mining may be found at: <http://libweb.uoregon.edu/speccoll/guides/mines.html>

Information on railroad companies of the Pacific Northwest may be found at: <http://libweb.uoregon.edu/speccoll/guides/railroad.html>

Information on television and motion picture industry collections may be found at: <http://libweb.uoregon.edu/speccoll/guides/tv.html>

Portland, OR

155. Oregon Historical Society Research Library

1200 SW Park Avenue
Portland, OR 97205

Phone: (503) 306-5240

Fax: (503) 306-2040

E-mail: libreference@ohs.org

Website: <http://www.ohs.org/research/library/>

Hours: Tu-Sat 8:45 am-5 pm; open for public research Th-Sat 1-5 pm

Contact person:

Geoff Wexler, Library Manager: (503) 306-5241; Geoff.Wexler@OHS.org

Overview:

The Research Library contains documentation of all aspects of the history of Oregon and the former Oregon County. Formats include manuscripts, photographic materials, printed books, ephemera, maps, motion pictures, videotapes, and audio recordings. Three-dimensional artifact collections are administered separately by the society's museum.

Noteworthy collections:

- Business Collection (Mss 1510) (ca. 1830–present). 50 cu. ft.
An artificial collection created by the Oregon Historical Society from a variety of sources. Consists primarily of ephemera, such as advertising materials, catalogs, calling cards, postcards, pen blotters, illustrated letterheads, scrapbooks, brochures, flyers, and other publications. Also included is a small amount of unique manuscript material, primarily financial records and business correspondence. The collection documents business enterprises of all kinds, primarily in Oregon and Portland, but also in Washington State and throughout the United States. The bulk of the materials date from the late nineteenth and early twentieth centuries, with the greatest concentration in the 1910s and 1920s. Some materials from more recent years are included, most notably a large selection of seed and nursery catalogs from Oregon firms. Among the department store materials are catalogs and advertising from two large Portland stores, Meier & Frank and Lipman, Wolfe & Co.

Of particular interest in the section “Construction Industry” are a number of pattern-book house catalogs from builders, including those from the Portland firms Roberts & Roberts and Wood Structures, Inc. A large group of hardware, machinery, and tool catalogs is included, with several items from the Portland firm Haseltine & Co. Also of note is a large collection of hotel related items, primarily from Portland establishments (restaurant menus, however, have been removed to a separate collection designated Mss 2942). Among the original manuscript materials is a ledger from the Smith Brothers general store in Andrews, OR; and two invoice books from the Portland general merchandise firm of T. J. Nealand Co. In general, the collection provides a rich source for research in the history of design, advertising, technology, printing, and other subjects relating to U.S. social history.

- Union Pacific Railroad Company Records (Mss 299) (1890–1960). 300 cu. ft.

Records, primarily of the Law Dept. of the Union Pacific Railroad Co., located in Portland, OR. Includes correspondence, ledgers, letterpress copy books, legal records, and records, 1921–1960, pertaining to the Montgomery Ward and Co. labor dispute and strike. Also included are reports from subsidiary railroad and traction companies, including the Northern Pacific Terminal Co. of Oregon, Oregon and Washington Railroad Co., Oregon Railroad and Navigation Co., Oregon Short Line Railway Co., Oregon Steam Navigation Co., Portland Electric Power Co., Portland Traction Co., Rose City Transit Co., San Francisco and Portland Steamship Co., and the Washington and Idaho Railroad Co.

- Brooks-Scanlon Lumber Company Records (Mss 1700) (1886–1975). 75 cu. ft.

Records of a lumber company of central Oregon. Includes financial records, correspondence, reports, land ownership records, and records relating to all aspects of logging practice.

- Paris Woolen Mills records (Mss 6024) (1911–1990). 92 cu. ft.
Records of a small woolen mill located in Stayton, OR, which operated from the late nineteenth to the late twentieth centuries and produced primarily blankets and clothing fabrics. Most materials in the collection date from the 1950s through the 1970s and include extensive correspondence files, financial records, and detailed production records. Most of the materials were created by mill owner John W. Etzel and his son Elmer Etzel. A group of fabric samples are also included.

- Willamette Iron and Steel Company Records (Mss 1600) (1902-1944). Ca. 200 cu. ft.
Records of a manufacturing company specializing in steam engines for logging operations. Includes extensive files of scale drawings and specifications for company products.
- Ladd & Tilton Bank (Mss 579-580) (1951-1933). 15 cu. ft.
Records of the principle bank of Portland, OR, in the mid to late nineteenth century. Includes ledgers, correspondence, and papers of William Sargaent Ladd.

PENNSYLVANIA

Bethlehem, PA

156. Lehigh University

Linderman Library, Special Collections
30 Library Drive
Bethlehem, PA 18015-3013

Phone: (610) 758-4506

Fax: (610) 758-6091

E-mail: inspc@lehigh.edu

Website: <http://www.lehigh.edu/library/speccoll/specialcoll.html>

Hours: M-F 1-5 pm; materials must be requested in advance

Contact persons:

Lois Fischer Black, Curator of Special Collections: (610) 758-5185; lob206@lehigh.edu

Ilhan Citak, Archives and Special Collections Librarian: (610) 758-4506; ilc4@lehigh.edu

Research center: Special Collections, Lehigh University Libraries

Publications: *The Special Collections Flyer*. Ceased publication in 2005.

Finding aids: <http://www.lehigh.edu/library/speccoll/access.html>

Overview:

Lehigh's Special Collections encompass a rare book collection of over 40,000 volumes, with first editions of English and American literature from the seventeenth to the nineteenth centuries; strengths in travel and exploration, natural history and ornithology, and works of historical significance in science and technology. The holdings in the history of technology concentrate on large-scale construction, including a number of works on bridge building and design, and construction with iron and steel. Another focus of the collection is mining and metallurgy. The collection in the history of technology is being actively increased.

Special Collections also holds manuscripts and personal papers. Frequently consulted collections include the papers of Les Whitten, successful novelist and Watergate-era investigative

reporter; the Congressional papers of Francis E. Walter; and the papers of the presidents of Lehigh University. In December 2005, Lehigh acquired the Philip I. and Muriel M. Berman Archives. A collection of autograph letters has been digitized for research and curricular use in the “I Remain” project.

The Lehigh University Archives & Photographs Collection contains documents and publications of the university, papers of faculty members, and memorabilia from the university’s history. In addition, Special Collections is the repository for Lehigh theses and dissertations. The over 15,000 photographic images in the Lehigh Collection are comprehensively indexed in a computer database. The collection also contains an architectural slide collection and historic engineering photographs.

Noteworthy collections:

- Philip I. and Muriel M. Berman Archives I (1915-1999; bulk, 1960-1997). 132 lin. ft.

Collection I comprises a variety of formats, such as handwritten and typed correspondence, photographic prints, slide transparencies, books, posters, and misc. printed ephemera. Collection is organized into nine series, of which all but one are further subdivided into a total of 37 subseries. For each subseries, a detailed introduction is provided in this guide.

Two major themes are present in the collection: the passion for art, and the tireless support for Jewish causes, especially those sponsored by Hadassah. The largest component is Art Correspondence, representing a wide range of artists, by letters, photographs, newspaper and magazine articles, catalogs of shows, and invitations. Records of support for Jewish causes are to be found throughout the entire collection.

- Leslie Hunter Whitten, Jr. Papers (1934-1977). 46 lin. ft.
A collection of papers, including articles, clippings, research materials, as well as publications of Leslie Hunter Whitten, Jr., Lehigh Class of 1950. The material is divided into three series: (1) Whitten’s personal life, from his formative years to the present; (2) material connected with his books, poetry and short stories including research, typed and manuscript copies; (3) material from his years as a journalist with the *Washington Post* for the Hearst newspapers, for Jack Anderson and the “Washington Merry-Go-Round” column, and others. This section includes a

great deal of research material loosely sorted in the same general headings as he saved it, and a complete set of “Merry-Go-Round” columns from October 1969 through December 1977, the period of time he was employed full-time by Jack Anderson.

- Francis E. Walter Papers (ca. 1930-ca. 1963). 114 lin. ft.
Francis Eugene Walter was born in Easton, PA, in 1894, attended Easton schools, Lehigh University for two years, and received his BA from George Washington University in 1916. He received his LLB from Georgetown University Law School in 1919 and practiced law in Easton. He married May M. Doyle in 1925; they had two daughters. He was elected to his first of sixteen terms as Congressman in 1932, serving until his death in 1963. He also served briefly in the Naval Air Force during WWI and for 6 months in WWII. His two congressional specialties were laws on immigration and investigations of un-American activities. The collection was donated to Lehigh University after his death. The material includes incoming and outgoing correspondence, minutes, reports, and published material on various topics.

Harrisburg, PA

157. State Library of Pennsylvania

333 Market Street
Harrisburg, PA 17126-1745

Phone: (717) 783-5950

Fax: (717) 783-2070

E-mail: ra-reflib@state.pa.us

Website: www.state.pa.us

Hours: M, W-Sat 9 am-4:30 pm; Tu 9 am-8 pm; appt. necessary for Rare Collections

Contact person:

Judy Townsend, Assistant Director, Public Services: (717) 214-6714:
jtownsend@state.pa.us

Hershey, PA

158. Hershey Community Archives

30 A East Granada Avenue, Suite 2
Hershey, PA 17033

Phone: (717) 533-1777

Fax: (717) 533-1738

E-mail: contact@hersheyarchives.org

Website: www.hersheyarchives.org

Hours: M-F 9 am-4:30 pm; first Sat 9 am-1 pm

Contact person:

Pamela C. Whitenack, Director: (717) 533-1777; pwhitenack@hersheyarchives.org

Publications:

Houts, Mary D., and Pamela C. Whitenack. *Images of America: Hershey*. Charleston, SC: Arcadia Publishing, 2000.

Whitenack, Pamela C. *Images of America: Hersheypark*. Charleston, SC: Arcadia Publishing, 2006.

Finding aids: Available using the Collections Database at the website

Overview:

Hershey Community Archives is a non-profit educational institution that serves both as a community repository for the records of local businesses, organizations, and individuals, and as a corporate archives to Milton Hershey's corporations (The Hershey Company, Hershey Entertainment & Resorts Co., Hershey Trust Co.). The archives collect and preserves books, manuscripts, photographs, maps, plans, newspapers, films, videos, and memorabilia that document Milton Hershey and his legacies: the businesses and the community that bear his name. Ca. 2,250 cu. ft. of records, 23,000 photographs, 10,800 maps and architectural drawings from 1850-present, predominantly from 1900-1980.

Noteworthy collections:

- Hershey Company Collection (1894-present). Ca. 1000 cu. ft. Includes, but is not limited to, advertising, product packaging materials, financial records, annual reports, correspondence, press releases, sales and marketing materials, brochures, pamphlets,

photographs, slides, film, videotapes, and audio recordings. The Hershey Co. Collection [formerly known as Hershey Chocolate Co.; Hershey Chocolate Corp.; and Hershey Foods Corp.] includes records related to the company's subsidiaries and acquisitions such as: H. B. Reese Candy Company; Y&S Candies; Peter Paul; Leaf (includes Jolly Rancher); Luden's; Henry Heide Candy Co.; and Hershey Pasta Group. Access to portions of this collection must be preceded by a written request to the archives stating the purpose of the research and records requested.

- Hershey Trust Company Collection (1903-present). Ca. 200 cu. ft.

Consists primarily of financial records, land records, real estate files, correspondence and legal documents, dated from 1903 to the present. Bulk of the records were created by John E. Snyder, Milton S. Hershey, Ezra F. Hershey, William S. Crouse, Percy A. Staples, John B. Sollenberger, and Arthur R. Whiteman. Collection also includes records related to the activities of the Hershey Co., Hershey Entertainment and Resorts Company [formerly known as Hershey Estates and HERCO, Inc.], The M. S. Hershey Foundation, Milton Hershey School [formerly Hershey Industrial School], Hershey National Bank, Penn State Milton S. Hershey Medical Center, Hershey's Cuban operations, and early construction in Derry Township. Access to this collection must be preceded by a written request to the Archives stating the purpose of the research and records requested.

- Hershey Entertainment and Resorts Company Collection (1903-present). Ca. 800 cu. ft.

Includes, but is not limited to, event programs, brochures, marketing materials, press releases, press clippings, newsletters, correspondence, financial records, maps, plans and drawings, photographs, slides, film, videotapes, and audio recordings. Records document attractions in Hershey such as Arena, Hersheypark, Lodge and Convention Center, Hotel Hershey, Stadium, and the Zoo. Also documented are events and recreational activities, Hershey Bears Hockey, Dutch Days, golf courses, and tournaments. Hershey Entertainment and Resorts Company operated most of the community services during the first half of the twentieth century. The collection includes records related to Hershey Estates subsidiaries such as Hershey Lumber Co., Hershey Laundry, Hershey Bakery Co., Hershey Transit Co., and Hershey Department Store. Access to portions of this collection

must be preceded by a written request to the archives stating the purpose of the research and records requested.

- Oral History Collection (1988–present). 433 interviews. Since 1988, the archives has conducted interviews with executives, workers, community leaders, educators and residents in order to document Hershey’s unrecorded history. These oral history interviews offer a wealth of information about Milton S. Hershey, the businesses, and the community he established. The collection now contains over 400 interviews. Over two-thirds have been transcribed. These transcriptions are not available online and must be viewed at the archives. Access to the interviews is governed by individual gift agreements.

Lancaster, PA

159. Lancaster County’s Historical Society and President James Buchanan’s Wheatland

230 North President Avenue
Lancaster, PA 17603

Phone: (717) 392-4633

Fax: (717) 293-2739

E-mail: info@lancasterhistory.org

Website: <http://www.lancasterhistory.org>

Hours: Tu, Th 9:30 am–9:30 pm; W, F, Sat 9:30 am–4:30 pm

Contact persons:

Heather S. Tennes, Director of Archival Services: (717) 392-4633; Heather.Tennes@lancasterhistory.org

Rob Weber, Director of Library Services: (717) 392-4633; Rob.Weber@lancasterhistory.org

Research center: Lancaster County’s Historical Society Library and Archives

Conferences and other programs: Year-Round Exhibitions, Civil War Encampment, Monthly Colloquia, Adult Courses, Off-Site Courses, Historical Society Tours

Publications: *The Historian*, *The Journal of Lancaster County’s Historical Society*, and *Over Here*

Finding aids: available at www.LancasterHistory.org

Published information on archival holdings: available at www.LancasterHistory.org

Overview:

The Library of Lancaster County's Historical Society (LancasterHistory.org) is a research facility of genealogical and local history materials. Containing over 15,000 volumes, the collection also includes maps, family files, subject information files, microfilm, and CDs. 15,000 vols. from 1700-2009, principally 1900-2009.

Noteworthy collections:

- Andrew B. Rote & Co. Collection, MG-363 (1806-1950). 1.5 cu. ft.
Collection contains the business records of C. V. Rote & Co., which later became A. B. Rote & Co. The Lancaster company specialized in awnings and ironwork. Deeds, mortgages, and other property records are for property owned by the Rotes and used for their business. The record books of the company show accounting, clients, cash flow, bids, and inventory. A catalog of architectural bronze and iron works illustrates their products. There are also stock certificates for a number of local and regional businesses such as Farmers Trust Co., Union Trust Co., and Meadia Heights Golf Club.
- Armstrong World Industries Collection, MG-32 (1870-present). 2.5 cu. ft.
Collection contains information on Armstrong World Industries, formerly the Armstrong Cork Co., manufacturers of flooring and building materials. Several items concern military production during WWII. There are histories of the company, management correspondence, policy manuals, blueprints, consumer catalogs, annual reports, and copies of *Armstrong Today*, an internal magazine. Employee correspondence, convention programs and ephemera, advertising, and news articles were added to the collection in 2007-2008.
- Business and Industry Collection, MG-107 (1800s-present). 0.25 cu. ft.
Collection of catalogs, newsletters, and other documents and ephemera for businesses in Lancaster County.
- Columbia Bridge Company Collection, MG-217 (1809-1843). 2 cu. ft.

Valuable source of information concerning construction of bridges in the early 1800s. There are signatures of many prominent people. Documents concern the building of the first two bridges across the Susquehanna River in 1814 and 1832. Includes minutes, forms for stock certificates, invoices, legal papers, proposals, receipts, stockholders, promissory notes, by-laws, settlement of stage tolls with Samuel Slaymaker 1813, salary receipts, circulars and announcements, bridge tolls, orders for payment, correspondence, and a stock certificate from 1842.

- Daybook, Ledger and Minute Book Collection, MG-266, Series 3 Businesses. 8 cu. ft.

This series contains records for businesses throughout Lancaster County. The records include account books, daybooks, ledgers, a hotel register, cash books, and sales records.

- Hamilton Watch Company Collection, MG-127 (1931-1971). 0.25 cu. ft.

Collection contains contracts with Hamilton Watch Workers' Union, a retirement plan, employee newsletters, annual reports, and a booklet about receiving the Army-Navy "E" Award for excellence in war production.

- Iron Industry Collection, MG-155 (1787-1925). 1 folder.

The small collection features iron orders and furnace photographs. The 1787 orders are to Mount Hope Furnace for Hopeland Forge and the 1826 order is to John F. Steinman from Martick Works. Photographs are of Chickies Furnaces No. 1 & No. 2. Other items are a photograph of a map of Lancaster County as in 1729, a Hershey Machine & Foundry booklet, and an excerpt from a Lancaster Co. article (1843) mentioning early ironmasters and a summary of the 1840 manufacturing census.

- Keppel & Bro. Collection, MG-368 (1926-1965). 4 vols.

These volumes span forty years of corporate history for R. F. Keppel & Bro.; Keppel & Ruof, Inc.; and Keppels, Inc. The payroll book shows how this company reacted during the early years of the depression.

- Kerr Group, Inc., and Armstrong Cork Co. Architectural Drawings, MG-372 (1916-1992). 76 architectural drawings, plans, and surveys.

Collection contains four drawings and plans for building renovations made by Kerr Group, Inc., from 1970 to 1992. There are seventy-two drawings, plans, and surveys for renovations made by Armstrong Cork Company from 1916 to 1968. Kerr Group, Inc.,

purchased the Armstrong Cork Company Closure Plant buildings on New Holland Ave., Lancaster, in 1969.

- Lancaster Brick Company Collection, MG-364 (1919-1982). 0.75 cu. ft.
Collection contains records from the Lancaster Brick Co., including meeting minutes, names of shareholders, financial information, and documentation on incorporation and dissolution.
- J. U. Neuhauser & Sons Records, MG-21 (1891-1960). 2 cu. ft.
Collection contains records of the hardware and farm machinery business of J. U. Neuhauser & Sons, Bird-in-Hand, PA. There are lists of product inventories, records of sales and customers, territory lists and salesmen, financial records, and tax records.
- New Holland Records, MG-272 (1902-1987). 3 folders.
Collection contains company, employee, and product information of New Holland and its predecessors. The correspondence refers to orders for engines and farm equipment.
- Pennsylvania Railroad Collection, MG-131 (1859-1956). 1.5 cu. ft.
The papers in this collection are largely the documents of legal actions against the Pennsylvania Railroad for damages incurred or vice versa.
- Rosenthal & Co. Records, MG-446 (1891-1921). 1 cu. ft.
Collection contains daybooks for Rosenthal & Co., tobacco dealer.
- Susquehanna Steel Company Collection, MG-130 (1902-1924). 2.5 cu. ft.
Contains legal and financial records of the Susquehanna Steel Co. from its beginning in 1902 to the sale of the property in 1924. Includes stock certificates, information on construction, correspondence, bondholder lists, minutes, by-laws, a list of officers and directors, tax reports, cash books, royalty payments, and newspaper clippings. Other businesses of note are Common Wealth Title Insurance & Trust Co., Susquehanna Iron Co., People's Trust Co. of Lancaster, Pennsylvania Marble and Granite Co., Columbia Trust Co., Columbia Gas Co., and Reading Iron Co.
- D. S. Sweeton & Co. Records, MG-320 (1886-1893). 0.2 cu. ft.
Consists of orders to the company for wood wheels, receipts for payments made by Sweeton, price lists of the Lancaster Polishing Factory, and personal memorabilia including invitations and a checkbook from Northern National Bank of Lancaster.

- United Brewery Workers Collection, MG-287 (1900-1951). 1 cu. ft.
Contains membership books, a roll book, a ledger, and daybooks for Local 206 of the International Union of United Brewery Workmen of America, then the International Union of United Brewery and Soft Drink Workers of America, and later the International Union of United Brewery, Flour, Cereal, and Soft Drink Workers of America. Most membership books show name of member, place and date of birth, date of initiation into the union, industry, department, international book number, local ledger number, local union number, locality, and the signatures of union officials. The “Declaration of Principles” is printed at the front of the book and most have stamps showing dues paid.
- Whitson & Sproul Collection, MG-151 (1847-1866). 1 folder.
Consists of business-related documents and documents related to estate settlements. The business documents include letters and statements concerning the sale and purchase of various materials. One letter mentions the 1860 election of “Old Abe.” The receipts and court documents consist primarily of receipts, releases, and sale agreements relating to the settlement of the estates of James Sproul and Moses Whitson.
- Wilbur Chocolate Company Newsletters, MG-472 (1942-1949). 0.25 cu. ft.
Collection of newsletters from the Lititz plant of the Wilbur-Suchard Co., 1942-1949. They all contain information and photographs of employees and the company, including new hires in the sales force and the areas they covered. Newsletters from 1942-1946 support the service men and women during WWII.
- Woodstream Corporation (Lititz, PA) Records, MG-417 (1970s). 2 folders.
Contains decals and catalogs for Woodstream Corp. in Lititz, PA.
- F. W. Woolworth Collection, MG-105 (1904-1979). 3 folders and blueprints.
Contains information on the F. W. Woolworth Store, founded in Lancaster in 1879. Includes anniversary booklets, programs, menus, annual reports, and correspondence.

Philadelphia, PA

160. Free Library of Philadelphia

1901 Vine Street
Philadelphia, PA 19103

Phone: (215) 686-5322

Fax: (215) 686-5360

Website: www.freelibrary.org

Hours: M-Th 9 am-9 pm; F 9 am-6 pm; Sat 9 am-5 pm; Sun (Oct-June); 1-5 pm

Contact persons:

Siobhan Reardon, President: (215) 686-5300; Fax: (215) 686-5368; reardons@freelibrary.org

Charles Smith, Department Head, Business, Science & Industry Department:
(215) 686-5393; Fax: (215) 686-5426; smithc@freelibrary.org

Research center: Business Science & Industry Department

Overview:

The Business Science and Industry Department has directories, journals, monographs, microfilm, vertical files, and annual reports.

- City and business directories on microfilm back to 1785
- National business and trade directories on microfilm/microfiche back to 1903
- Monographs on businesses in the Philadelphia area
- A small collection of company histories
- A large collection of annual reports
- Trade journals dating back to the early twentieth century
- Centennial Collection (1876 microfilm) and ca. 110 printed volumes

161. Historical Society of Pennsylvania

1300 Locust St.
Philadelphia, PA 19107

Phone: (215) 732-6200

Fax: (215) 732-2680

E-mail: library@hsp.org

Website: www.hsp.org

Hours: Tu, Th 12:30-5:30 pm; W 12:30-8:30 pm; F 10 am-5:30 pm

Published information on archival holdings:

Cynthia J. Little. "Business History Holdings at the Historical Society of Pennsylvania." *Business History Review* 70 (Spring 1996): 91–107.

Overview:

The society's extensive business-related holdings document three centuries of business activity, primarily in Pennsylvania and the Philadelphia region. In addition to the manuscript collections outlined below, the society also has many business-related publications, including company and government reports, circulars, catalogs, guides, timetables, and legal records.

Noteworthy collections:*Banking-related records*

- Bank of North America
- Philadelphia National Bank
- Thomas Biddle (various collections)
- Clement Biddle (letterbooks)
- Jay Cooke
- Albert M. Greenfield

Fire insurance-related records (The online guide "Places in Time" includes a database of fire insurance surveys at HSP by the Franklin Fire Insurance Company and the Pennsylvania Fire Insurance Company.)

- Frankford Mutual Fire Insurance Company
- Franklin Fire Insurance Company
- Mutual Assurance Company (Green Tree)
- Philadelphia Contributionship for the Insurance of Houses from Loss by Fire
- Pennsylvania Fire Insurance Company

Marine insurance-related records

- Insurance Company of the State of Pennsylvania
- Philadelphia Insurance Company

Merchant and trade-related records (Documentation is strongest for the colonial and early republic periods.)

- Cope Family (available by appointment)
- Hollingsworth Family

- Jeremiah Boone
- Jones and Clarke
- Paschall and Hollingsworth
- William Redwood
- Reed and Forde
- John Reynell
- Shippen Family
- Claude Unger Collection
- Port of Philadelphia
- United States Customs House in Philadelphia

Printing, publishing, and other media-related records

- Bradford Family
- George Horace Lorimer
- Lea and Febiger
- *Atlantis* newspaper
- Polish Star Publishing Company
- Fiorani Radio Productions
- Voice of the Lithuanian Community radio program

Transportation-related collections

- Union Canal Company
- Germantown and Perkiomen Turnpike Company
- Baltimore and Philadelphia Steamboat Company
- Lewis S. Coryell (lumber dealer)
- Samuel Morse Felton Sr. and Samuel Morse Felton, Jr. (railroad executives) (Felton Family Papers)
- Jay Cooke
- Joshua Humphreys (shipbuilder)
- Franklin and Company (wagon and cart manufacturer)
- J. G. Brill Company (streetcar and bus manufacturer)
- Autocar Company (automobile manufacturer)
- Baldwin Locomotive Works (see also the Samuel Matthews Vauclain Papers, Collection 1900A)
- Philadelphia Rapid Transit Company photographs
Document the construction of Philadelphia's mass transit system. The society also holds many published works related to transportation, especially railroads.

Other manufacturing-related collections

- Forges and Furnaces Collection

- William H. Horstmann and Sons (uniforms, insignias, and flags)
- Fletcher Works (textile machinery)
- L. H. Alden and Company (tanning)
- Jonathan Meredith Tannery
- C. Schrack and Company (paint and varnish).
- Fels and Co. (soap manufacturer): see the Samuel Simeon Fels Papers

Retail, dry goods, grocery-related collections

- John Wanamaker (leading Philadelphia retailer)
- Hamilton & Hood
- West Family Business
- Wister Family (also cover the family's earlier wine merchant business)
- Wood and Bacon account books (general merchandise firm)
- Penington Family (booksellers)
- McCarty and Davis (booksellers)

Philadelphia businesses owned by people of color

- Tayoun Family (restaurateurs)
- Albert E. Dutrieuille Catering
- Warley Bascom Sons (upholstering and interior decorating)
- Spanish Merchants Association (promoted Latino business development in Philadelphia)

Other major business-related collections

- Coxe Family Mining Papers
- Oliver H. Bair Company Records (funerals)
- Albert M. Greenfield Papers (real estate portion).
- Trade Card Collection from nineteenth-century Philadelphia region

162. Library Company of Philadelphia

1314 Locust Street
Philadelphia, PA 19107

Phone: (215) 546-3181

Fax: (215) 546-5167

Website: www.librarycompany.org; <http://www.librarycompany.org/economics/index.htm>

Hours: M-F 9 am-4:45 pm; appt. necessary for Print and Photograph Dept.

Contact persons:

Dr. John C. Van Horne, Director: jcvh@librarycompany.org

James N. Green, Librarian: jgreen@librarycompany.org

Rachel A. D'Agostino, Curator of Printed Books: rdagostino@librarycompany.org

Cornelia S. King, Chief of Reference: cking@librarycompany.org

Sarah Weatherwax, Curator of Prints and Photographs: printroom@librarycompany.org

Cathy Matson, Director of the Program in Early American Economy and Society: cmatson@udel.edu

Research center: Program in Early American Economy and Society (PEAES)

Fellowships and grants: The Library Company has a vital fellowship program. Fellowships in our PEAES program include long-term post-doctoral and short-term dissertation fellowships, as well as short-term fellowships available to scholars at all levels. Please see the PEAES Fellowships webpage (<http://www.librarycompany.org/Economics/EFellowships.htm>) for complete and updated information.

Conferences and other programs: PEAES holds an annual conference. See links on the PEAES website for detailed information on each conference held since 2001. There are also regular seminars featuring the PEAES Fellows.

Publications: In collaboration with the Johns Hopkins University Press in Baltimore, PEAES sponsors publications through its Studies in Early American Economy and Society series. Publications in this series include

Rockman, Seth. *Scraping By: Wage Labor, Slavery, and Survival in Early Baltimore*. 2008.

Martin, Ann Smart. *Buying into the World of Goods: Early Consumers in Backcountry Virginia*. 2008.

Adams, Sean Patrick. *Old Dominion, Industrial Commonwealth: Coal, Politics, and Economy in Antebellum America*. 2004.

Peskin, Lawrence. *Manufacturing Revolution*. 2003.

The Library Company has published dozens of volumes in addition to those in the Studies in Early American Economy and Society series, including: *The Economy of Early America*, Cathy Matson, ed. (Philadelphia: Co-published with the Library Company of Philadelphia and Penn State Press, December 2005).

Finding aids: The Library Company's online catalog, WolfPAC, allows researchers to search nearly 100 percent of the Library Company's rare books collection and over 13,000 descriptive catalog records representing approximately 30,000 items or roughly 40 percent of our graphic holdings.

Our digital collections catalog ImpAC features a growing number of the Library Company's graphic, ephemera, and bindings collections. It complements and supplements the descriptive records in our online catalog WolfPAC and the online exhibitions and featured collections mounted on our website. ImpAC currently contains 35 digital collections including almost 5,000 images.

In addition to our catalogs, online finding aids can be accessed through the Library Company website, including 29 finding aids for manuscripts in the John A. McAllister collection, which includes records of several banks and the papers of prominent merchants. See <http://www.librarycompany.org/mcallister/manuscripts.htm> for details.

Additionally, many in-house finding aids exist for collections not found online. Contact a reference librarian for more information.

Published information on archival holdings: Many publications document the holdings of the Library Company. Among these are the published libraries of Benjamin Franklin, James Logan, and William Byrd of Westover. Other useful resources include

Descriptive Catalogue of the Du Simitière Papers in the Library Company of Philadelphia. Philadelphia: Historical Records Survey, 1940.

Afro-Americana, 1553-1906: A Catalog of the Holdings of the Library Company of Philadelphia and the Historical Society of Pennsylvania, 2nd exp. ed. New Castle, DE.: Oak Knoll Press, 2008.

Overview:

The Library Company's holdings include over half a million rare books, pamphlets, manuscripts, and graphics documenting every aspect of American history and culture into the twentieth century. Its strengths include Afro-Americana; American science, technology, economics, architecture, agriculture, natural history, education, philanthropy, and medicine; German-Americana; the history of printing and publishing; American Judaica; the history of women, domestic economy, and family life; printmaking, mapmaking, and photography in Philadelphia; and the libraries of James Logan and Benjamin Franklin. Books and other printed materials: over 500,000 items; graphics collections (including prints, photographs, drawings, and maps): approximately 75,000 items; 550 lin. feet of manuscripts; 300

objects. Inclusive dates: fifteenth–twentieth centuries, with a small number of items outside of that range. Predominant dates: Books and manuscript collections are primarily from the seventeenth to the late nineteenth century; prints and photographs extend into the mid-twentieth century.

Noteworthy collections:

Books, Pamphlets, Broad­sides, Serials, and Other Printed Texts:

The printed collection spans myriad subjects that can illuminate various relevant issues, from the economics of slavery to the entrepreneurship of invention. While the Library Company’s collections are broad, they are also deep. Holdings include variant editions of many works published over time and across geographical boundaries, making it easy to see how disseminated information changed over time and place and was distributed in different forms (from broad­sides to pamphlets). Below are brief descriptions of some collection strengths. Consult the online catalog for more detailed holdings and information about them.

- Treatises on economic theory and political economy: from authors such as Thomas Malthus, John Stuart Mill, J.-C.-L. Sismondi, Jeremy Bentham, and Adam Smith; also extensive works by Mathew Carey and Henry Charles Carey. Works by all of these men in multiple foreign and American editions. Collections also include works by economic radicals: Seth Luther, Stephen Pearl Andrews, various utopian communities (Oneida, New Harmony, Hopedale, etc.).
- Advice books, including various editions of Thomas Mortimer’s *Every Man His Own Broker*; bookkeeping manuals; guides to being a successful clerk and merchant; ready-reckoners; business form books; other prescriptive literature relating to commercial fields.
- Descriptive works: English and American “books of trade” detailing various professions, their tools, finished products, customers, terms of apprenticeship, etc.; receipt books (e.g., dyeing, cider-making, wool production); technical manuals; books on industries containing statistical data and information about manufactures in various cities and regions.
- Government documents: census reports, treasury reports, congressional debates, orations, and other government documents related to various economic subjects, from tariff and trade

issues to banking policy and internal improvements. The Library Company and the Historical Society of Pennsylvania together have almost a complete set of government documents through the nineteenth century.

- Lowell materials: a cache of materials relating to the Lowell mills, including extensive publications by Nathan Appleton, one of the founders of Lowell, city directories, factory timetables, volumes of the *Lowell Offering*, etc.
- Trade and auction catalogs: representing all industries and products; many from antebellum era and some annotated with current prices; large collection of seed, book, agricultural implements, housewares catalogs, and printers' type specimens. Included is an extremely rare run of New York trade sale catalogs for the book trade, dating from the late 1830s.
- Agricultural manuals and treatises: containing strategies for farm cultivation and profit, covering topics from fertilizers to plows to animal husbandry; some titles specifically geared toward concerns of Southern planters; other titles directed at growing certain crops, such as tobacco, sugar cane, fruits and vegetables. Related to these works are transactions and annual reports from various local and regional agricultural societies reporting new developments in the science of agriculture and listing prizes awarded at fairs.
- Chambers of commerce reports: nineteenth-century runs of annual reports published by chambers of commerce in various cities; reporting on contemporary state of business and industry.
- Guide books and city directories: often contain laudatory descriptions of area's natural resources and industrial strengths, meant to attract tourists and investors. Related to general guidebooks is the genre of emigrant literature meant specifically to attract migration to certain areas in the United States, in particular the Midwest and West. The Library Company also has runs of nineteenth-century city directories, best represented for Philadelphia, New York, and Boston, but holdings include issues for other cities as well and also include trade directories.
- Almanacs: extensive runs of various farmers' and business almanacs from the late eighteenth century to the early twentieth century. Almanacs not only contained advertisements for local businesses but also included booster accounts of local areas, weather statistics, and sometimes price information.

- Prices current: random issues and extensive runs of prices current from various cities, beginning in the late eighteenth century. Important not only for recording actual wholesale and retail prices but also for enumerating the wide range of goods available to consumers at certain times.
- Annual reports: for various businesses and enterprises including many related to internal improvements (bridge, rail, and turn-pike companies); others for banks, philanthropic organizations (including fuel savings funds and poor relief agencies), telegraph companies, and other nineteenth-century business enterprises. Extensive runs are extremely useful to track both general changes in economic patterns over time and the effects of the developing economy on specific companies.
- Lottery materials: for both eighteenth- and nineteenth-century organized lotteries. Materials include broadside advertisements for various schemes in addition to polemics defending and criticizing lotteries.
- Insurance: while the Library Company has not been actively collecting insurance-related materials, it does have an extensive collection of life insurance pamphlets dating from the Civil War era to the 1870s. It also has examples of fire insurance certificates and advertisements, and pamphlet literature related to fire and life insurance.
- Newspapers and serials: long runs of newspapers and periodicals from the eighteenth century onward. Although there are many specialty titles in the collection, the bulk of the serials represent popular readership, such as *The American Museum*, *Godey's Lady's Book*, *The Gentleman's Magazine*, *Harper's Weekly*, and *Leslie's Illustrated*. The serials are Atlantic world in geographical scope, while the newspapers are strongest in Philadelphia titles. Useful finding aids in the Reading Room provide chronological lists of holdings for Philadelphia newspapers and periodicals.

Prints and Photographs

The Print Department specializes in visual images primarily related primarily to Philadelphia-area subjects. Unlike the Library Company's collection of printed material, the graphics found in the Print Department include early twentieth-century materials. Most economy-related materials are cataloged online; others can be found by consulting the reference staff in the Print Department's Reading Room. Collection highlights listed below.

- Political cartoons (national in scope): cataloged online and arranged chronologically; many related to economic issues, such as bank crises, panics, depressions, and tariff/trade issues; a great source for popular opinion about important issues of the day.
- Lithographs: many from the Wainwright bibliography of Philadelphia lithographs; include interiors and exteriors of factories, businesses, and marketplaces.
- Photographs and printed views: various city scenes including prominent Philadelphia markets, docks/shipyards, bird's-eye views, street scenes, and buildings (such as banks and business); the William Birch views are commonly used by researchers seeking late eighteenth-century images; over 200 lithographs cited in the Wainwright bibliography are available as digital images online.
- Portraits: photographs, lithographs, and engravings of prominent people, including merchants and financiers; national in scope.
- Trade cards: over 1,300 trade cards of primarily Philadelphia businesses, arranged by business name but accessible via a database by type of business; mainly later nineteenth century, but a few date from earlier; the Helfand collection of proprietary medicine trade cards number about 7,500 (and also primarily date from later in the century) and document the development of patent medicine advertising.
- Longacre collection: containing extensive group of bank bills (engraved/designed by Longacre); also die trials for coins; and original sketches of coin designs to be minted (see also Longacre manuscript collection).
- Maps: extensive map collection dating from the late seventeenth century through the nineteenth century; Philadelphia area best represented, but collection includes American and world views also (especially for earlier dates).

Other Collections

- Manuscripts: collections and card catalog needed to access them are located at the Historical Society.
- Eighteenth- and early nineteenth-century account books: unidentified (1751-72; 1808-11; cash book, 1811-16; hardware company [?] ledger, 1848-60; receipt book 1802-47; receipt book, 1836-44; record of sales, 1771; Proprietor of Pennsylvania (1701-04); Jonathan Berk, weaver (1839-69); Berks County subscribers for road tax (1804); Bickham and Reese, receipt book (1800-05);

Charles Bird, receipt book (1808-09); John Budd, receipt book (1832-40); Thomas Chalkley (1718-27); Samuel Dickinson [?], ledger (1733-61); Elton & Beck, receipt book (1824-30); Samuel Emlen, day book (1751-67); Benjamin Gibbs, receipt book (1765-72); *Graham's Magazine*, expense book (1847-50); Henry Hill, rent ledger (1775-97), estate ledger of Samuel Ashmead (n.d.), receipt books (1788-93, 1793-98, 1799-1802), day book (1768-72); William Milnor, ledger (1808-11); Dr. Samuel Moore, day book (1758-79), ledger (1745-85); Thomas Morgan, receipt book (1799-1804); Richard and Susanna Morris, receipt books (1756-64, 1764-69, 1771-75); William Mullin, receipt book (1784-1801, 1815-17); Richard Park, day book (1767-72); John Pemberton, cash book (1783-6); John Pole estate, account with John Smith (1763-71); C. H. Quinter (1813-22); Peter Quinton (1809-25); C. S. Rafinesque, day book (1832-4); Red Hill Plantation (1757-60); Jonas Robinhold (1845-57); Samar, Hill & Besset, day book (1764-74); John Scott (1764-94); Shippen inventory and sales (1724); John Smith, waste book (1743-44); Smith-Temple, druggists, invoice book (1818-21); Frederich William Starman (1793-97); John Vaughn, accounts with First Society of Unitarian Christians (1812-14); Wharton & Lewis, receipt book (1787-92); Wood & Shardon, record of surveys (1684); Titus Yerkes (1796-1823); William Young, receipt book (1789-90).

- Robert Aitken (1734-1802) papers: (1771-1802); printer, publisher, bookseller, and engraver; 2 vols.
- Samuel Breck (1747-79) and Samuel Breck, Jr., (1770-1845) papers: merchant of Philadelphia and Boston and director of the First Bank of the United States; 316 items, 1 lin. foot.
- Port of Canton: memo book on trade in Port; 19 vols., including ledgers and day books.
- Mathew Carey (1760-1839) papers: political economist and publisher; letters and papers related to political economy, internal improvements, domestic manufactures, and trade; 183 items, 40 lin. feet, and additional ledger books and notes.
- Bank of Columbia: account with James Monroe (1811-16).
- Commissioners for Paving Streets: minutes of (1762-68).
- Deeds: possibly Norris-Logan family (ca. 1685-1715).
- John Dickinson (1732-1808) papers: lawyer, statesman, Revolutionary leader; 1800 items, 6 lin. feet
- East India Company of North America: Constitutional Articles of the Association (1799); 1 folio vol.

- Penrose Hoopes Collection: letters, patents, notes, treatises on various inventions; 29 items (1765, 1800-38).
- Lancaster and Schuylkill Bridge Company: subscriber list (1811).
- London Shipping Book: goods shipped on the Molly Galley (1729-42).
- James Longacre (1794-1869) papers: engraver and numismatist; 2 lin. ft.
- Louisiana Bank, New Orleans: letter book (1812-13).
- John McAllister (1786-1877) miscellaneous manuscripts: collector; collection includes extensive manuscript and printed materials in the process of being cataloged (as of 2004); ca. 15,000 items (1683-1881).
- Norris Papers: estate account book (1753-66); business papers (ca. 1730-70), 9 vols.; account book (1735-65); cashbook (1732-66).
- Philadelphia Post Office: account of mail sent (1810).
- Philadelphia Chamber of Commerce: minutes of monthly meetings (1801-09).
- Philadelphia Union Fire Company: records (1736-1843); 5 vols.
- Powell Family papers (1723-1853): business papers of descendants of Samuel Powell (1673-1756); 8 lin. feet, 110 items.
- Read family papers (1769-1896): including papers of John Read, Jr. (1769-1854), president of Bank of Philadelphia (ca. 32,000 items) and records of the Bank; 55 lin. feet, ca. 190,000 items.
- John Jay Smith (1798-1881) papers: collector; early papers relate to eighteenth-century trade, import and export prices, commodities, rates of exchange; (1678-1883); 8 lin. feet, ca. 4,000 items.
- United States Insurance Company: papers, 1806-24; 1/2 box.
- United States Lottery Office: letter book (incoming correspondence); (1777-84).
- Ephemera: mostly uncataloged but accessed through in-house finding aids, the ephemera collection consists primarily of bill-heads, letterheads, advertising envelopes, and paper currency scrapbooks.
- Bindings collection: well over 3,000 eighteenth- and nineteenth-century examples of books in publishers' bindings; material culture evidence of antebellum mass-production and market segmentation in bookselling.
- City directories: directories often contain advertisements, information on manufactures, and descriptions of important local institutions, such as banks, lottery offices, and insurance companies; the Library Company has an almost complete run

of Philadelphia city directories from 1800 to 1900; decent nineteenth-century holdings for many other cities also, including New York City and Boston; misc. holdings for Buffalo, Cleveland, Baltimore, Pittsburgh, St. Louis, Charleston, and Wilmington.

163. Urban Archives

Paley Library
1210 W. Berks St.
Philadelphia, PA 19122-6088

Phone: (215) 204-8257

Fax: (215) 204-3681

E-mail: urban@temple.edu

Website: <http://library.temple.edu/collections/urbana/?bhcp=1>

Hours: M-F, 8:30 am-5:30 pm

Contact person:

Brenda Galloway-Wright, Interim Director: (215) 204-1639;
bgallowa@temple.edu

Finding aids: Available online: <http://library.temple.edu/collections/urbana/manuscripts.jsp?bhcp=1>

Overview:

The Urban Archives was established in 1967 to document the social, economic, and physical development of the Philadelphia area from the mid-nineteenth century to the present. The archives functions as a repository for organizational records and related materials and as a research facility for those interested in urban studies. The collections are particularly strong in areas involving social service organizations, unions, housing development, and community organizations and contain many records from organizations involved with African Americans, education, and crime. Inclusive dates: 1925-present.

Noteworthy collections:

- Philadelphia Special Investigation (MOVE) Commission (1974-1991). 40 lin. ft.
The violent confrontation of May 13, 1985, between the MOVE organization and Philadelphia's city government, which left 11

MOVE members dead and 61 homes destroyed, was one of the most controversial episodes in the city's modern history. In its aftermath, the Philadelphia Special Investigation Commission, appointed by Mayor W. Wilson Goode, investigated in detail the events leading up to and including the attack on MOVE, held televised public hearings, and finally in March 1986 issued a report which was highly critical of government actions.

The records of the work of the PSIC provides a comprehensive account of the MOVE crisis and its antecedents. The collection includes about 6 cu. ft. of records generated or gathered on its own by the PSIC, including administrative materials, investigative reports and interviews; 3 cu. ft. of testimony at the hearings plus the videotapes of the televised coverage by Channel 12; 3 cu. ft. of clippings related to MOVE; 10 cu. ft. of evidence submitted by various sources to the commission; and three boxes containing the live television coverage of May 13, including the full coverage from Channel 10. In addition, most of the key documents are also preserved on 17 reels of microfilm which the PSIC deposited at the archives.

The heart of the commission's files are the interviews it conducted and the evidence which was submitted to it, often under the subpoena power granted by the city. Investigators from the PSIC staff interviewed all policemen, firemen, public officials, and residents involved in the MOVE events, as well as other relevant individuals such as the FBI liaison to the Police Department and explosives experts. Extensive summaries of all interviews are included in the records.

- George D. McDowell *Philadelphia Evening Bulletin* Newsclipping Collection (1920-1982). Ca. half a million clipping envelopes. Clippings in this collection are primarily from the *Bulletin* with some articles from the *Inquirer*, *Daily News*, *Record*, *Public Ledger*, and *North American*, as well as a few articles from New York papers. There are approximately a half million clipping envelopes. Some of the files were converted to a microfiche format by the newspaper. Other files have been copied onto acid-free paper. Files are divided into separate alphabets for subjects and personal names. Clipping files can include obituaries but not death notices and dates range from 1920-January 1982 when the *Bulletin* closed its doors.
- Manuscript Collections of the Housing Assoc. of the Delaware Valley (1909-1985). More than 241 cu. ft.

Document many aspects of the history of the Philadelphia metropolitan area from 1909 onward. Founded during the Progressive Era, the association, which was known as the Philadelphia Housing Commission from 1909 to 1916 and the Philadelphia Housing Association from 1916 to 1968, consistently maintained that housing problems and politics were intimately related to the city's social conditions and physical evolution. Hence, aside from providing a comprehensive account of housing, its manuscript records range from sanitary problems of the 1910s to the neighborhood struggles against expressways in the 1970s.

Pittsburgh, PA

164. Sen. John Heinz Pittsburgh Regional History Center

1212 Smallman Street
Pittsburgh, PA 15222

Phone: (412) 454-6364

E-mail: library@hswp.org

Website: www.pghhistory.org

Hours: 10 am-5 pm

Contact person:

Dr. Alexis Macklin, Director of Library & Archives: (412) 454-6305; asmacklin@hswp.org

Research center: Senator John Heinz History Center

Publications: E-newsletter

Overview:

The Library & Archives at the Senator John Heinz History Center is the source for research about Western Pennsylvania. Founded in 1879, it preserves the rich history of Western Pennsylvania and makes its collections accessible to researchers, students, and the general public. The collection includes 700,000 photographs, prints, and negatives; 40,000 books, pamphlets, and monographs; 3,500 individual archival collections of families, organizations, businesses, and industries; 600 periodical titles; 500 maps and atlases. Learn more about Western Pennsylvania, a region of cultural and ethnic diversity and unsurpassed significance in the history of industrialization and economic development.

Noteworthy collections:

- **Historic Pittsburgh**
More than 500 full-text books, 9,000 scanned images, 26 volumes of plat maps, and 700 archival finding aids. Historic Pittsburgh, a collaboration between the History Center, the University of Pittsburgh, and the Carnegie Museum of Art, is a searchable online database of the Library & Archives holdings.
- **Rauh Jewish Archives**

165. University of Pittsburgh

Archives Service Center
7500 Thomas Boulevard
Pittsburgh, PA 15260

Phone: (412) 244-7091

Fax: (412) 244-7077

E-mail: archives-ref@mail.pitt.edu

Website: <http://www.library.pitt.edu/libraries/archives/archives.html>

Hours: M-F 9 am-4:45 pm

Contact person:

Wendy Pflug, Reference and Access Archivist (use address and phone listed above)

Research center: Archives Service Center, University of Pittsburgh

Finding aids: <http://digital.library.pitt.edu/cgi-bin/f/findaid/findaid-idx?page=home;c=ascead;cc=ascead>

Noteworthy collections:

- **Rust Engineering Company Records (1904-1989; bulk, 1908-1967).** 37.77 lin. ft. (84 boxes, five rolls of microfilm, one oversize folder)
Company specialized in the design and construction of equipment and facilities for heavy industry, including furnaces, boiler settings, industrial chimneys, and entire manufacturing and processing plants. This collection documents the management of Rust Engineering's Pittsburgh, PA, headquarters by its first two presidents, Stirling Murray Rust and Stirling Murray Rust, Jr., through correspondence, job and financial reports, meeting minutes, promotional items, newspaper clippings, and photographs.

- Oliver Iron and Steel Company Records (1863–1930, 1959). 5 lin. ft. Henry William Oliver’s steel company evolved from its creation in 1863 as a manufacturer of nuts and bolts to one of the largest manufacturers of bar iron and iron specialties in the U.S. by 1880. In 1888, the company was incorporated under the name Oliver Iron and Steel. Oliver’s company dealt with the Carnegie Steel Co. and also made agreements with Henry Clay Frick. The collection includes a minutes book of the board of directors, charters, agreements, patents, partnership agreements, mortgages, trade catalogs, and scrapbooks on the life of Henry W. Oliver (1840–1904).
- R. Conrad Cooper Papers (1927–1980; bulk, 1950–1970). 6.5 cu. ft. Throughout the prolonged steel strike of 1959, R(ichard) Conrad Cooper held the key position of chairman of the steel industry’s four-man team that negotiated with labor representatives headed by David J. McDonald, president of the United Steelworkers of America (USA). Collection contains documents of the Collective Bargaining Conference (USA and the Coordinating Committee for Steel Companies, 1966–1969), speeches, personal and business correspondence, scrapbooks of clippings, memoranda, photographs, and memorabilia.
- Pittsburgh Railways Company (PRC) Records (1872–1974). 18 cu. ft. Consist of reports, appraisals, maps, photographs, ledgers, court proceedings, materials on labor relations, and histories of the PRC, 1872–1974. The PRC was the largest provider of mass transit in the Pittsburgh area from its creation in 1902 to its demise in 1964, when it was absorbed into the Port Authority of Allegheny County.
- Ralph E. Griswold, GWSM, Inc., Collection (1912–1988). 30.6 lin. ft. This collection documents the research, activities, and projects undertaken by landscape architect Ralph E. Griswold, founder of Griswold, Winters, Swain, & Mullin (GWSM), Inc., a landscape architecture firm of Pittsburgh, PA. The materials in this collection range from 1917 to 1981 and include personal documents and regional, national, and international project files. Collection contains plans, drawings, blueprints, photographs, slides, glass plate negatives, diaries, and correspondence. The materials mainly relate to Griswold’s individual landscape work; however, some of the projects from GWSM are also included.
- Davison Sand and Gravel Company (New Kensington, PA) Records (1881–1925). 70 lin. ft.

Collection includes ledger books, a journal, business papers, production reports, statistics on Pittsburgh (PA) river commerce, and blueprints of steamships.

- Fort Pitt Bridge Works Records (1886-1949). 13.75 lin. ft.
Fort Pitt Bridge Works was engaged in the construction of steel bridges and mill buildings, the production of structural steel work and reinforcing steel for roadwork and buildings, the pressing and welding of heavy plate sections, and the engineering and manufacturing of combustion systems for industrial furnaces. Collection contains records regarding the organization and operation of the Fort Pitt Bridge Works including minutes, tax records, articles of incorporation, etc.
- Graham Cook Lumbar Company Records (1882-1915; bulk, 1893-1913). 2.25 lin. ft.
Contains manuscript and typewritten correspondence, bills, orders, inventories, and receipts of the Graham Cook Lumber Co., Armstrong County, PA, 1882-1915.
- Monongahela Inclined Plane Company Records (1863-1965). 12.5 lin. ft. (plus 10 vols.).
The oldest inclined plane company in Pittsburgh. It includes the company's charter, by-laws, article of dissolution, minutes from 1868-1964, legal papers, correspondence, financial records, stock records, tax returns, annual reports to the Pennsylvania Public Utility Commission, employees' records, rates and fares, repairs and maintenance, and photographs.
- Strunz and Son Soap Company Records (1861-1918). 3.75 lin. ft.
Originally called Strunz and Wetzel, company manufactured soap and cleaning products in a facility on the South Side of Pittsburgh from 1852 to about 1920. Three reels of microfilm show seven volumes of business records pertaining to S. Strunz and Son and one letter book with business correspondence from the National Wrapping Machine Co.
- U.S. Steel Corp. National-Duquesne Works Records (1890-1985). 379 lin. ft.
Records offer an unusual richness of documentation on the workforce at a major steel producer in operation for over a century. Inactive pension files reflect job and wage progressions of native and immigrant workers as far back as the 1870s. Statistical breakdowns of mill accidents according to occupation, nationality, department, severity, cause, and part of the body affected are present for the 1912-1918 period, while individual case files as well as periodical statistical reports of injuries commence in

1930. An extensive set of grievance records documents shop floor relations from the 1930s to 1980s. Also of interest are the more than 12,000 employee National Defense cards from the 1940s and a smaller set for the 1950s. Approx. 30 percent of the early 1940s card series contain thumbnail photographs of the employees. Ledgers dating from 1941–1966 recorded citizenship verification information and address listings. Management and clerical personnel are also documented in the collection in various ways. There are binders containing photographs of supervisory personnel at National Works (1950s) and Duquesne Works (1980), and employment records for foremen and other salaried workers. Videotape safety programs, safety posters, and numerous primarily safety-related 35 mm slides document the company's approach to accident prevention, while minutes of company-union safety meetings, along with grievance records, show the points of contention and correspondence in the approach to plant safety. Corporate public relations films are also of interest. A microfilmed set of company-filmed employment records provides additional demographic information on employees, while some other employment-related files, including some pension files, which were water-damaged when accessioned, have been microfilmed by the University Library System for the archives. Finally, company subject files on strikes and work stoppages from the post-union period are significant in their detail, while some manuscript narratives from pre-union period strikes at National Tube (1891, 1904, and 1919) are colored by their author's management perspective.

- A. M. Byers Company, Personnel Records (1905–1960). 48 lin. ft. 23,000 personnel cards of employees of this Pittsburgh company from 1905 to 1960.

West Chester, PA

166. Chester County Archives and Record Services

601 Westtown Road, Suite 080
West Chester, PA 19380

Phone: (610) 344-6760

Fax: (610) 344-5616

E-mail: ccarchives@chesco.org

Website: <http://dsf.chesco.org/archives/site/default.asp>

Hours: M-F 9 am-4 pm

Contact person:

Cliff Parker, Archivist: (610) 344-5618; cparker@chesco.org

Finding aids: See website for available indices and finding aids.

Published information on archival holdings:

Lynn Ann Catanese, comp. *Guide to Records of the Court of Common Pleas, Chester County, Pennsylvania, 1681-1900*. West Chester, PA: Chester County Historical Society, 1987.

Lynn Ann Catanese, comp. *Guide to Records of the Court of Quarter Sessions, Chester County, Pennsylvania, 1681-1969*. West Chester, PA: Chester County Historical Society, 1989.

Overview:

Public records recorded and maintained by the county of Chester. 1,779 cu. ft. and 2,655 vols. from 1681-2006, principally 1681-1923.

Noteworthy collections:

- Assigned Estates (1821-1942). 42 cu. ft.
Records pertaining to estates put up for sale by the owners acting through an assignee to raise money for payment of creditors. Types of papers include petitions for appointment of appraisers, inventory, bond, account and petition of assignee, report of auditor. A majority of the files concern small businesses.
- Tavern Petitions (1700-1923). 21 cu. ft.
Petitions to the court requesting a license filed by the proprietor of a tavern, eating house, temperance house, or distillery in order to obtain a license.
- Mechanics Liens (1825-1900). 5 cu. ft.
Claims filed by mechanics (workmen) to insure the recovery of costs incurred in construction and renovation work in Chester County.

RHODE ISLAND

Providence, RI

167. Brown University, John Carter Brown Library

Corner of George and Brown Streets
Providence, RI 02903

Mailing address:
Box 1894
Providence, RI 02912

Phone: (401) 863-2725

Fax: (401) 863-3477

E-mail: <http://www.jcbl.org>

Hours: M-F 8:30 am-5 pm; Sat 9 am-12 pm

Contact person:

Ted Widmer, Director

Overview:

Contemporary printed works (and some manuscripts) relating to the history of the Western Hemisphere, from Hudson Bay to Patagonia, during the colonial period of the Americas, ca. 1492-1825. The library is defined as both a repository for rare books and a center for advanced research. Its major manuscript collection is the commercial papers of the Brown family, from the early eighteenth century to the mid-nineteenth century. The library also has a collection of early maps and prints (ca. 1825) and pamphlets from the era of the American Revolution. Inclusive dates: 1492-1825.

168. Brown University, Special Collections

John Hay Library
20 Prospect Street
Providence, RI 02912

Mailing address:
Box A, Brown University
Providence, RI 02912

Phone: (401) 863-2146

Fax: (401) 863-2093

E-mail: http://www.brown.edu/Facilities/University_Library/libs/hay/index.html

Hours: M-F 9 am–5 pm; appt. req'd.

Contact person:

Holly Snyder, (Acting) Curator of Manuscripts

Overview:

Strong nineteenth-century American history collection including the papers of Jonathan Russell, the McClellan Lincoln Collection, the papers of John Hay, Samuel Sullivan Cox, and Eli Thayer (of the Emigrant Aid Society). Collections relating to church history include the records of several Baptist churches in Rhode Island and the papers of individual Baptist clergymen, including Roger Williams. Twentieth-century collections include several relating to WWII. Collections relating to Rhode Island include the papers of reformers Thomas Wilson Dorr and Elizabeth Buffum Chase, Governors William Sprague and Charles Warren Lippitt, and the Hall-Hoag Collection of Dissenting and Extremist Literature. Other collections include the Gorham Company Archives, the Hoffman Napoleon Collection, the Lownes History of Science Collection, the Rider Collection of Rhode Island History, and Rhode Island Manuscripts. Records date from the seventh century BCE to the present.

169. Johnson and Wales University

Culinary Archives and Museum

315 Harbourside Boulevard

Providence, RI 02905

Phone: (401) 598-2805

Fax: (401) 598-2807

E-mail: <http://www.culinary.org>

Hours: Tu-Sun 10 am–5 pm; appt. req'd.

Contact person:

Deborah Pinkham, Director

Overview:

The culinary archives contains approximately 1,000,000 volumes and supports the teaching programs of Johnson & Wales University.

It is one of the principle institutions in the U.S. for the study of the history of food, cooking, nutrition, and related subjects including travel and tourism, direct marketing, hotel management, and fashion retailing, reflecting interests from ancient times to the present. Established in 1979 with a donation of rare cookbooks from the late Paul Fritzsche, the holdings were enlarged by the Szathmary Family Culinary Collection of approximately 300,000 items. The museum also holds the archives of the the Honorable Order of the Golden Toque and Les Dames d'Escoffier International. Holdings include cookbooks, tradecards, postcards, menus, and manuscript collections including food-related correspondence signed by emperors, kings, U.S. presidents, politicians, artists, writers, musicians, scientists, and renowned chefs. Inclusive dates: 1500-present.

170. Rhode Island College, Special Collections

600 Mount Pleasant Avenue
Providence, RI 02908-1991

Phone: (401) 456-9653

Fax: (401) 456-9646

E-mail: <http://www.ric.edu/adamslibrary/about/specialcollections/index.html>

Hours: M-F 9 am-4 pm; appt. recommended.

Contact person:

Marlene L. Lopes, Special Collections Librarian

Overview:

Historical records include the Rhode Island College Archives and the Records (1930-1950) of the International Institute of Rhode Island. Among the collections are the business and family papers of Nathaniel Terry Bacon, Dr. Carl Russell Gross's research on the African-American community of Rhode Island, the papers of Judge Michael DeCiantis, the Irving Jay Fain Collection on civil rights and fair housing, and materials related to Cape Verde and the Cape Verdean-American connection. Inclusive dates: 1852-present.

171. Rhode Island School of Design Archives

2 College Street
Providence, RI 02903

Phone: (401) 454-6398

Fax: (401) 454-6226

E-mail: <http://www.risd.edu/archives.cfm>

Hours: M-F 8:30 am-4:30 pm; appt. req'd.

Contact person:

Andrew Martinez, Archivist

Overview:

The Rhode Island School of Design Archives collects, preserves, and provides access to historical materials related to the College and RISD Museum, documenting their development and programs and illuminating the contributions of individuals and organizations associated with RISD. The collections are a unique and valuable resource for understanding and appreciating the significant role RISD has played in teaching and advancing the disciplines of art, design, and art education—regionally, nationally, and worldwide—since its founding in 1877.

Materials include administrative records for the college, office files of past presidents, records of former museum directors and museum exhibition files, Board of Trustees records dating to the founding, biographical files for current and former faculty, historical student records and select examples of student work, information on alumni, photographs, audio- and videotapes, film, plans, and other documentation for RISD buildings, scrapbooks, publications including student newspapers, printed ephemera, artifacts, and several collections of personal papers of individuals associated with RISD. Inclusive dates: 1877-present.

SOUTH CAROLINA

Charleston, SC

172. College of Charleston

Avery Research Center for African American History and Culture
66 George Street
Charleston, SC 29424

Location:

125 Bull Street
(near Ashley Avenue)
Charleston, SC 29401

Phone: (843) 953-7608

Fax: (843) 953-7607

E-mail: averyarchives@cofc.edu

Hours: M-F 10 am-5 pm; Sat. 12-5 pm

Overview:

The mission of the Avery Research Center is to evaluate, acquire, organize, preserve, and make available materials that document the African-American experience in Charleston, the low country, South Carolina, and beyond. Avery is home to approximately two hundred manuscript collections, varying in size from a few items to over 50 lin. ft.; over 5,000 printed items, ranging from standard texts, rare books, and pamphlets to dissertations and journals; over 4,000 photographs; hundreds of reels of microfilm, VHS tapes, clipping files, and digital formats. There are also dozens of collections of artifacts from West Africa and a sweet grass basket collection.

Noteworthy collections:

- Funeral Home Records (ca.1900-1977).
Avery holds the records of the Harleston and Harleston/Boags Funeral Homes, the Mickey Funeral Home, the Gadsden Funeral Home, and the records of various private benevolent and burial societies.

173. South Carolina Historical Society

The Fireproof Building
100 Meeting Street
Charleston, SC 29401

Phone: (843) 723-3225

Fax: (843) 723-8584

Hours: Tu-F 9 am-4 pm; Sat 9 am-2 pm

Contact person:

Mary Jo Fairchild, Reference Archivist: (843) 723-3225 ext. 14; maryjo.fairchild@schsonline.org

Overview:

Manuscript materials form the bulk of our holdings. This collection includes the papers of thousands of individuals and families, as well as the records of numerous organizations, businesses, and churches.

Noteworthy collections:

- Aimar Family Papers (1834-1982). 10.5 lin. ft.
Consists of correspondence (1834-1980; n.d.), estate and financial records, property records, slave records, and miscellaneous items. Included are papers of Charles P. Aimar, Sr., C. P. Aimar, Jr., Agatha Aimar Simmons, T. Ritchie Simmons, and Mary Ritchie Simmons.
- Bank of Charleston Collection (1836-1912). 15 lin. ft., 9 vols.
Collection contains correspondence, financial records, legal documents, business and estate records, and other items. Included are the papers of John Kennerty, William M. Menlove, William H. Brawley, and Ripton S. H. Hanahan; estate records of Randall D. George; records of the Atlantic Wharves, Barnwell Railroad Co., Farmers & Exchange Bank of Charleston, First National Bank (Charleston), Exchange Banking and Trust Co. (Charleston), Wardlaw & Carew (Charleston), Southern Investment Co., and the Southwestern Railroad Bank; and accounts of K. Boyce & Co. (Charleston), and Louis D. DeSaussure. Also includes bills of exchange, receipts, protests of non-payment, promissory notes, mortgages, accounts for bonds and mortgages, bonds, stock certificates, minutes of board meetings, stockholders' proxies,

income tax forms, a subscription list (ca. 1865) regarding funds raised for the family of Jefferson Davis, lists (1865–1871) of assets and liabilities, profit and loss statements (late 1860s) regarding Confederate currency, powers of attorney and other legal documents, business correspondence of bank officers and customers, estate records, dividend accounts, dividend checks, records of Charleston phosphate mining companies and other businesses, a bound volume (1835–1855) concerning protested domestic exchange discounted notes, and other items.

- Brawley & Barnwell Records (1870–1922). 8 lin. ft. Political, legal, and personal letters (1884–1890) of William Brawley include requests for political patronage and favors and concern business and legal affairs of the South Carolina Railway and other railroad companies, legislative affairs (state and federal), state political issues including Benjamin R. Tillman's gubernatorial campaign and "Tillmanism" (a letter, Nov. 1886, from Johnson Hagood mentions opposition to the Citadel by the "farmers"), the Free Silver movement, Brawley's appointment to the federal judiciary (1894), family matters, and other topics.
- Charleston Cotton Exchange Records (1872–1969). 21 lin. ft. Daily business registers (1873–1942, 67 bound vols.) contain printed forms in which cotton prices and market conditions at Charleston, Liverpool (England), New York (NY), Manchester (England), and elsewhere are recorded. These volumes also record monthly net receipts of cotton at Charleston and include loose items such as printed reports on cotton stock prices.
- Hagood, Rivers & Young Records (1832–1966). 13 lin. ft. Business and business case records include records of Charleston companies including Butt's Electrical Supply Co. (1947–1957), Charleston Pools, Inc. (1959), The Sportsman's Shop (1946), Dr. Pepper Bottling Co. (1939–1950), Frederick Boyd & Co. (1917–1918), Wulbern Fertilizer Co. (1910–1925), and the South Carolina Loan and Trust Co. (1924–1930). Records of I. M. Pearlstine & Sons (1904–1917) of Charleston pertain to a lawsuit brought against W. T. Varnedoe (or Varnadoe) of Ridgeville (Dorchester County, SC), and include sketches (plans) of Varnedoe's plantation or farm and descriptions of the property. There are also records of Long Island Improvement and Construction Co. (1925) dealing with property on the Isle of Palms (SC), and records (1912–1917) of a lawsuit involving the Pine Lumber Co. (Dorchester County, SC).
- Hammond Book Store Records (1915–1952). 13 vols.

Correspondence and misc. accounts (1951-1952) relate to the settlement of the business affairs of the store's proprietor, Henry Buist Kirk, by his niece, Anne Kirk Izard.

- McDonald, Wilkins & Company Records (1884-1912). 22 vols. Financial records include seven account books (1884-1912), a volume (1897-1911) containing records of daily receipts and payments for sundry items, daybooks (1906-1912), a "Home Store Blotter", and a record book (1911-1912) for oil and gas drums sent out and returned. Accounts include entries for expenses, checks, merchandise, cash, bills payable, payments to manufacturers, wholesalers, and bankers, and customer receipts. Accounts for individuals and businesses include the Ladies Island Store, a mill, a stable, Eustis store, Pocatigo store, Keans Neck store, Yemassee store, John J. Dale, J. R. McDonald, George W. Wilkins, and many others.

SOUTH DAKOTA

Pierre, SD

174. South Dakota State Historical Society

State Archives
900 Governors Drive
Pierre, SD 57501-2217

Phone: (605) 773-3458

Fax: (605) 773-6041

E-mail: archref@state.sd.us

Website: <http://history.sd.gov/>

Hours: M-F 9 am-4:30 pm; first Sat 9 am-4:30 pm

Contact person:

Ken R. Stewart, Research Room Administrator

Research center: SD State Archives

Publications: E-newsletter

Finding aids: Online

Research services: Our rare book library is non-circulating. We do, however, lend microfilm and staff development items from the collection through interlibrary loan. Most of the library collection is cataloged on the South Dakota Library Network (SDLN), which may be searched for free by anyone with Internet access. Items are searchable by author, title, keyword, or subject.

Overview:

The State Archives of the South Dakota State Historical Society collects, appraises, accessions, describes, organizes, preserves, determines significance, and makes available manuscript collections, South Dakota state, county, and town government records, photographs, maps, and other archival materials which have permanent historical and research value. Materials include City Directories; Yearbooks; County, City and Town Histories; Family Histories; County Atlases.

Vermillion, SD

175. University of South Dakota Library

Archives and Special Collections
Room 305, University Libraries
414 E. Clark Street
Vermillion, SD 57069

Phone: (605) 677-5450

E-mail: speccoll@usd.edu

Website: <http://www.usd.edu/library/archives-and-special-collections.cfm>

Hours: M-F 8 am-5 pm and by appt.

Finding aids: <http://www.usd.edu/library/richardson.cfm>

Overview:

The Richardson Collection is made up of distinct manuscript collections focusing on South Dakota's cultural, political, and economic history.

176. University of South Dakota, Department of American Indian Studies

Dakota Hall Room 12
414 E. Clark St.
Vermillion, SD 57069

Phone: (605) 677-5209

Fax: (605) 677-6976

E-mail: nativestudies@usd.edu

Website: www.usd.edu/nativestudies

Overview:

Through the continued collection of regional oral histories, South Dakota Oral History Center (SDOHC) will enrich the understanding of events, thoughts, and cultural practices from the region's past and ever-changing present. We understand that with the gift of an interview comes great responsibility, including the preservation, conservation, and access to those interviews for future generations. We are devoted to protecting and maintaining the integrity of words from the past for the people of South Dakota, the Northern Plains region,

and the world. Our archives contain more than 5,400 recorded interviews and is a combination of two distinct collections: the American Indian Research Project (AIRP) and the South Dakota Oral History Project (SDOHP).

- As one of the six original university oral history projects funded by the Doris Duke Foundation, each project's primary goal was to collect the history of American Indian people from their perspective.
- The AIRP contains over 2,200 taped interviews, 70 percent of which were gathered in the field between 1967 and 1973.
- In 1970, the South Dakota State Legislature allocated funds to establish the SDOHP. For the SDOHP, interviews were recorded in every county in South Dakota, specifically with South Dakotans who recalled events before and around 1900. Currently this collection contains 3,178 interviews.

TENNESSEE

Knoxville, TN

177. University of Tennessee Libraries at Knoxville

Special Collections
1015 Volunteer Boulevard
Knoxville, TN 37996-1000

Phone: (865) 974-4351

Fax: (865) 974-0560

E-mail: special@utk.edu

Website: <http://www.lib.utk.edu/special/>

Hours: M-F 9 am-5:30 pm; advance notice req'd.

Overview:

The rare books collection, totaling close to 60,000 volumes, includes books dating from 1481 to the present from presses in both Europe and America. Scholars have access to rich primary research material in the over 3,000 cataloged titles in the Special Collections Manuscripts collection. This collection includes literary manuscripts, business records, political files, and private papers that relate to many topics, including Tennessee and the Southeast. Noteworthy collections include material on railroads and urban transit. Information on holdings may be found at: <http://www.lib.utk.edu/special/guides/transportation.pdf>

Martin, TN

178. University of Tennessee at Martin

Special Collections
Paul Meek Library
Martin, TN 38238

Phone: (731) 881-7094

Fax: (731) 881-7074

E-mail: speccoll@utm.edu

Website: <http://www.utm.edu/departments/library/specollections/>

Hours: M-F 8 am-5 pm

Contact person:

Richard Saunders, Curator: (731) 881-7094; saunders@utm.edu

Overview:

Collections of unpublished personal and family papers, business records, and individual documents. Manuscripts acquired by the department are regarded as having historical value.

Nashville, TN

179. Tennessee State Library and Archives

Charles A. Sherrill, State Librarian and Archivist
403 7th Avenue North
Nashville, TN 37243

Phone: (615) 741-2764

E-mail: reference.tsla@tn.gov

Website: <http://www.tn.gov/tsla/index.htm>

Hours: M-Sat 8 am-6 pm; Manuscripts Reading Area: M-F 8 am-4:30 pm

Overview:

The Tennessee State Library and Archives serves Tennessee government and all the state's citizens by acquiring, organizing, preserving, and making accessible public and historical records and other resources; by providing statewide consultation services in support of public libraries and local archives; and by offering alternative formats for reading for those Tennesseans unable to use standard print material.

Noteworthy collections:

- Jo Conn Guild Collection of Tennessee Electric Power Co. Records (1933-1939). 107.52 lin. ft.
Jo Conn Guild was the president of Tennessee Electric Power Company of Chattanooga. This collection comprises a record of his company's legal challenge of the congressional act creating the Tennessee Valley Authority. Included are legal documents from all three levels of federal courts and the final decision from the Supreme Court of the U.S., which upheld the TVA act and resulted in the sale of the electric company's properties.

- Tennessee Central Railway Company Records. 52 lin. ft.
These records are a part of the record of the east-west railroad through Tennessee that operated between Hopkinsville, KY, and the Harriman-Emory Gap. Judge William E. Miller of the U.S. District Court, Nashville, TN, donated the collection to the Tennessee State Library and Archives.

TEXAS

Houston, TX

180. Rice University

Woodson Research Center
Fondren Library - MS 44
P O Box 1892
Houston, TX 77251-1892

Phone: (713) 348-2586

Fax: (713) 348-6172

E-mail: woodson@rice.edu

Contact persons:

Lee Pecht, Head of Special Collections: (713) 348-2120; pecht@rice.edu

Amanda York Focke, Asst. Head of Special Collections: (713) 348-2124; afocke@rice.edu

Lauren Meyers, Archivist/Special Collections Librarian: (713) 348-2563; lrm@rice.edu

Overview:

Woodson's collections include the institutional records of Rice University created or used in the course of institutional business; special collections of rare books, personal as well as institutional papers, photographs, audio, video, and artifacts materials with the following main areas of interests: Rice University personalities; history of science and humanities; U.S. Southern history and Civil War; British history and drama; Houston and Texas entrepreneurs, business, performing arts, religion, and political activities.

Noteworthy collections:

See descriptions of business-related collections <http://library.rice.edu/collections/WRC/manuscripts/texas-related/entrepreneurship-business-texas>

- Panhandle Eastern Corp. Records (1927-1997). 240 boxes. Business records of the PanEnergy Corp., relating in particular to the records of the Panhandle Eastern Corp. and Texas Eastern Corp. from the 1920s to the 1990s. Part 1 includes records of the Panhandle Eastern Pipeline Co., 1927-1997.

Midland, TX

181. Permian Basin Petroleum Museum

1500 West Interstate 20
Midland, TX 79701

Phone: (432) 683-4403

Website: <http://www.petroleummuseum.org/Archives/Archives.html>

Hours: M-F 9:30-11:30 am and 1:30-5 pm; appt. recommended

Contact person:

Leslie Meyer, Director of Archives and Collections: lmeyer@petroleummuseum.org

Overview:

The library holds a wide range of published books, from biographies to technical handbooks. In addition to a large collection of manuscripts or unpublished materials, the Archives Center houses over 500 one-hour sound recordings with typed transcripts, motion picture film dating from 1926, maps, and over 250,000 photographic prints pertinent to the Permian Basin petroleum industry. There are also 160 canned aerial films of the entire Permian Basin, taken between 1943 and 1946. The center also houses many photographs including the personal photo albums of President George W. Bush, generously donated by the First Lady's mother, native Midlander, Jenna Welch. Please see the Reference Library page for a more detailed listing of the Library & Archives Center's holdings.

San Antonio, TX

182. University of Texas at San Antonio

UTSA Archives
HemisFair Park Campus
851 Durango Blvd.,
San Antonio, TX 78205

Phone: (210) 458-2381

E-mail: archives@utsa.edu

Website: <http://lib.utsa.edu/Archives/hours.html>

Hours: M-Th 10 am-4 pm

Contact person:

Juli McLoone, Special Collections Librarian: (210) 458-5988; juli.mcloone@utsa.edu

Overview:

Special Collections consists primarily of subject collections emphasizing the history and development of the Texas-Mexico Border region, in particular, the people, history, art, life, and literature of San Antonio and South Texas. Special Collections acquires books and other materials documenting San Antonio small presses, San Antonio history, and San Antonio authors. Other collecting areas include Texana, Civil War (West of the Mississippi), Western and Southwestern Americana, Indians of the U.S. West, and Mexican history.

Noteworthy collections:

- Gebhardt Mexican Foods Company Records (1896-1988). 11.6 lin. ft.
Company had its beginnings in a small restaurant in New Braunfels, TX, where Willie Gebhardt added a secret ingredient to his dishes. Mr. Gebhardt moved to San Antonio in 1890 and registered Eagle Brand Chili Powder in 1896. In 1911, the company, then called Gebhardt Chili Powder Co., received a meat license, which allowed the company to expand its product line to include items such as tamales and chili. In 1959, the company became an independent division of the Beatrice Food Co. of Chicago. By 1984, the renamed Gebhardt Mexican Foods Co. had grown to five times its size before the merger. In the 1980s, Texas accounted for about 60 percent of Gebhardt's sales, where its Eagle Brand Chili Powder was the dominant brand; at the same time, business in California, Arizona, Oregon, and Washington State was increasing. In 1986, Beatrice Foods was acquired by Kohlberg, Kravis and Roberts and it became part of the Beatrice/Hunt-Wesson division. Conagra Inc., a food production company headquartered in Omaha, NE, bought Beatrice/Hunt Wesson in 1990. As of 1997, Gebhardt Mexican Foods was part of Hunt Foods, a division within Conagra Inc.
- David Bowen/Corona Publishing Company Collection (1924-1997). 32.4 lin. ft.
Correspondence, financial material, and other records relating to the business and personal activities of bookseller and publisher

David Bowen. The bulk of the papers concern Corona Publishing Co., the small press founded by Bowen in San Antonio, TX, and documents the challenges facing small publishers in the 1980s and 1990s. Bowen's involvement with HemisFair '68 is prominent in the collection.

- H. P. Drought and Company Records (1883-1966). 24 lin. ft.
Henry Patrick Drought was born in 1858 in County Clare, Ireland. He eventually settled in San Antonio, TX, to take the Bar examination and establish a law practice. Drought became the attorney for Francis Smith, Caldwell and Co., the San Antonio branch of an investment firm that acted "as a financial liaison between Texas farmers and ranchers seeking money to expand their land and agriculture operations, and British and Scottish financiers who had money to lend and were looking for greater returns on their investments than European markets could offer." Drought purchased the company with Francis Smith, and after Smith's retirement, the company came to be known as H. P. Drought and Co. Under his guidance, the company became one of the most successful investment firms in San Antonio. Prior to his death, Drought's son, Henry Patrick Drought, Jr., became a partner.
- San Antonio Hispanic Chamber of Commerce Records (1931-2008). 67 lin. ft.
The oldest organization of its type in the U.S., having been originally chartered by five local businessmen from Bexar County as the Mexican Chamber of Commerce on May 31, 1929. Its purpose was to encourage and promote trade and cultural relations between San Antonio and Mexico, to disseminate data and information relevant to the San Antonio business community, and to provide technical assistance to the business community in the form of seminars, workshops, and trade shows. In 1987, the Mexican Chamber was renamed the San Antonio Hispanic Chamber of Commerce. In the early 1990s, the Hispanic Chamber was recognized as a critical component in negotiating the many compromises which made NAFTA possible. In recent years, the chamber's role has broadened to include advocacy on behalf of small, minority-, and woman-owned businesses.

UTAH

Cedar City, UT

183. Southern Utah University

Gerald R. Sherratt Library
351 West University Boulevard
Cedar City, UT 84720

Phone: (435) 586-7945

Fax: (435) 865-8152

E-mail: specialcoll@suu.edu

Website: <http://www.li.suu.edu/library/digitization/about.htm>

Hours: M-F 10 am to 5 pm

Contact person:

Janet Seegmiller, Special Collections Librarian: (435) 865-8434; seegmiller@suu.edu

Overview:

Special Collections materials include books, manuscripts, sound recordings, musical scores, photographs, and artifacts. All materials are open and available for scholarly research but may only be used in the Christopher/Mann Reading Room under the supervision of Special Collections staff. Copying of materials is strictly controlled by our Materials Use Policy. There is generally no fee for non-distributed scholarly or educational use.

In addition to our responsibilities for protecting and preserving rare, valuable, and fragile materials generally, our collection development policy focuses on acquiring materials specifically relating to Utah history, southern Utah, the life and works of William Shakespeare, and the Native Americans of southern Utah, in particular, the Paiute Indian Tribe.

Logan, UT

184. Utah State University, Special Collections

Merrill-Cazier Library
3000 Old Main Hill
Logan, UT 84322

Phone: (435) 797-2663

Fax: (435) 797-2880

E-mail: scweb@usu.edu

Website: <http://library.usu.edu/specol/manuscript/>

Hours: M-F 8 am-5 pm

Contact person:

Stephen Sturgeon, Manuscript Curator: (435) 797-0891; Stephen.Sturgeon@usu.edu

Overview:

The manuscript section of Special Collections & Archives collects historical materials originating from outside Utah State University. The geographic scope for the department's manuscript collections ranges from local to international and covers a wide variety of topics. Local collections include items such as letters and diaries from individuals as well as records from local businesses and organizations.

Noteworthy collections:

- Thatcher Brothers Banking Co. Records (1883-1953). 35 lin. ft.
Minute books, dividend books, cashbooks, general and individual deposit ledgers, discount registers, general balances, records of escrow, outstanding cashier's checks, and other records created by the company during its 50 year history.
- Pond Brothers Store Papers (1889-1912). 5 lin. ft.
Contains the historical papers of the Pond Brothers Store in Lewiston, UT, spanning the period of 1889 to 1912. This collection contains financial ledgers, transaction receipts, canceled checks, and some personal papers of Brigham and Charles Pond.
- Business and Professional Women's Club, Logan Chapter Papers (1923-1987). 17 lin. ft.
Collection contains the papers of the Business and Professional Women's Club, Logan Chapter (Utah). This seventeen-box collection contains the Logan Chapter's general files, meeting minutes (1923-1986), correspondence, meeting programs, and pressbooks containing clippings from Logan, UT, newspapers and photographs of members.

Salt Lake City, UT

185. Utah State History, Research Center

300 S. Rio Grande St.
Salt Lake City, UT 84101-1182

Phone: (801) 533-3535

Fax: (801) 533-3504

E-mail: http://history.utah.gov/research_and_collections/send_a_question/research_request_form.html

Website: http://history.utah.gov/research_and_collections/index.html

Hours: M-Th 8 am-6 pm

Finding aids: http://history.utah.gov/research_and_collections/collections/collection_descr.html

Overview:

Collections focus on business and related records for industries located in Utah.

Noteworthy collections:

- Whiting and Haymond Construction Company Records (1936-1972). 17 lin. ft.

VERMONT

Barre, VT

186. Vermont History Center

60 Washington Street
Barre, VT 05641-4209

Phone: (802) 479-8509

Fax: (802) 479-8510

E-mail: vhs-info@state.vt.us

Website: www.vermonthistory.org

Hours: Tu-F 9 am-4 pm; W 9 am-8 pm; second Sat 9 am-4 pm

Contact persons:

Paul Carnahan, Librarian: (802) 479-8508; Paul.carnahan@state.vt.us

Overview:

The collection is particularly strong in family history, agriculture, railroads, personal accounts of military conflicts, religion, emigration, government and politics, and early crafts and trades.

Burlington, VT

187. University of Vermont

Special Collections
Bailey/Howe Library
538 Main Street
Burlington, VT 05405-0036

Phone: (802) 656-2138

Fax: (802) 656-4038

E-mail: uvmsc@uvm.edu

Website: <http://library.uvm.edu/sc/>

Hours: M-F 10 am to 5 pm

Finding aids: <http://cdi.uvm.edu/findingaids/browseEAD.xql>

Contact persons:

Jeffrey D. Marshall, Director of Research Collections: (802) 656-2596; jeffrey.marshall@uvm.edu

Ingrid Bower, Reference Specialist: (802) 656-8288; ingrid.bower@uvm.edu

Sylvia Bugbee, Reference Specialist: (802) 656-0143; sylvia.bugbee@uvm.edu
Christopher Burns, Manuscripts Curator: (802) 656-2631; chris.burns@uvm.edu
Prudence Doherty, Public Services Librarian: (802) 656-1493; prudence.doherty@uvm.edu

Overview:

The manuscript holdings of Special Collections total more than 8,000 lin. feet. Manuscript holdings documenting Vermont are especially strong in the following areas: politics, literature, religion, Vermont historians, photography, publishing and printing history, clubs and organizations, theater and music, and business and industry.

Noteworthy collections:

- Garden Way Publishing Company Records (1970-1981). 28 lin. ft.
Primarily a mail-order publishing house specializing in books on self-sufficiency and natural alternatives. Collection includes correspondence, typescripts, galleys, production notes, production mechanicals, reviews, artwork, and photos relating to titles published by the company; together with material relating to accounting, title selection, production, sales, and marketing, Gardens for All, and the Garden Way Living Center, Burlington, VT; and correspondence between employees of Garden Way Publishing Co., Garden Way Manufacturing, and Garden Way Associates, the parent company.
- Rixford Axe Company Records (1804-1951). 26 lin. ft.
Established in East Highgate, VT, by Luther Rixford; closed 1950s. Collection includes chiefly business correspondence (19 letter books, 55 journals, 5 ledgers, 3 cashbooks, and 7 misc. vols.) together with misc. personal and business papers including legal papers, deeds, bank statements, and family photos of Luther Rixford, Oscar H. Rixford and his wife Elizabeth (Leach) Rixford, and Susan K. Rixford and Mary E. (Rixford) Knight, daughters of Oscar S. Rixford.
- Collamer M. Abbott Papers (1790-1976). 17 lin. ft.
Abbott Collection is composed of papers, maps, and photographs on mining and minerals, particularly in Vermont and the Eastern United States.

VIRGINIA

Blacksburg, VA

188. Virginia Tech

University Libraries
Special Collections
Newman Library
1 Kent St.
Virginia Tech
Blacksburg, VA 24061-0434

Mailing address:
P.O. Box 90001
Blacksburg, VA 24062-9001

Phone: (540) 231-6308

Fax: (540) 231-9263

E-mail: specref@vt.edu

Website: <http://spec.lib.vt.edu/>

Hours: M-F 8 am-5 pm; appts. possible evenings and weekends

Contact person:

Aaron Purcell, Director, Special Collections: adp@vt.edu

Overview:

Here are located approximately 5000 cu. feet of manuscript material (the personal papers of individuals and families and the records of businesses and organizations) spanning the years from the fifteenth century to the present, with the greatest concentration of material in the nineteenth and twentieth centuries. Special Collections house significant sources of railroad history through the more than 200 cu. ft. of business records and drawings, photographs, personal papers, and publications relating to various regional railroads from the 1840s to the 1980s including Norfolk and Western Railroad, the Southern Railway, and the Richmond and Danville Railroad.

Notable scientific and technological collections include the papers of Robert E. Marshak, founder of the Rochester Conferences on High-Energy Physics; the papers of Samuel Herrick, founder of the field of astrodynamics; the papers of Christopher Kraft, former director of the Johnson Space Center; and the papers of John Parsons, the father

of numerical control or the application of computer technology to manufacturing. Notable business collections include the archival records of the predecessors of the Southern Railway and of the Norfolk and Western railway systems—collections that document the history of more than 300 railroads in the South and Midwest. Other business collections include a large group of nineteenth- and twentieth-century account books for small Virginia businesses. The Civil War history collection includes letters from soldiers, both Union and Confederate, to their families and friends, recounting their camp and battle experiences. Important Southwest Virginia collections include the papers of J. Hoge Tyler, a Radford, VA, native and governor of the state from 1898 to 1902; and the papers of such notable local families as the Prestons, Blacks, Kents, and Appersons.

Special Collections has three specialized archives: the Archives of American Aerospace Exploration (AAAE), the International Archive of Women in Architecture (IAWA), and the Appalachian Collection. The AAAE seeks to document early aeronautical and space history in the United States; the IAWA is concerned with the history of women's involvement in the field of architecture worldwide, especially with the pioneer generation of women architects of the early twentieth century; and the Appalachian Collection focuses on collecting papers and records describing the cultural, religious, social, and economic conditions of southern Appalachia.

Richmond, VA

189. Valentine Richmond History Center

1015 E. Clay Street
Richmond, VA 23219

Phone: (804) 649-0711

Fax: (804) 643-3510

E-mail: archives@richmondhistorycenter.com

Website: www.richmondhistorycenter.com

Hours: Research hours: Tu-F 12-4 pm; appointments required and must be made in writing

Contact person:

Meg Hughes, Director of Archives and Photographic Services: (804) 649-0711 x342; mhughes@richmondhistorycenter.com

Finding aids: All finding aids are housed locally at the Valentine Richmond History Center.

Overview:

The Books, Manuscripts and Ephemera Collection is a portion of the Valentine Richmond History Center's permanent collection and contains rare books, personal papers, business records, architectural notes and drawings, maps, prints, and general ephemera related to Richmond, VA. The Reference Library, containing over 7,500 books and over 100 lin. feet of research files, provides a comprehensive collection of research materials for studying the history of Richmond, VA. Total volume: Books, Manuscripts and Ephemera collection: More than 100,000 objects and 70 lin. feet of manuscripts; Reference Library: More than 7,500 books and 100 lin. ft. of research files from the mid-eighteenth century to the present, especially from the late nineteenth century to 1930.

Noteworthy collections:

- Richmond Exchange for Woman's Work Records (MS. C 37) (1883-1957). Ca. 827 items.
Joint stock company formed to aid women in financial distress by selling handmade items through the exchange's store. The founding members belonged to Richmond's five Presbyterian churches. Articles sold included food, clothing, and embroidery. Records include the original charter, annual reports, lists of life members, and officers, financial reports, letters, minutes, and other documents including a history of the exchange.
- Richmond Grain and Cotton Exchange Records (MS. C 39) (1883-1921). Ca. 236 items.
Correspondence, by-laws, membership lists, market quotations, reports, and other data relating to the Richmond Grain and Cotton Exchange. Includes a letter from Governor Montague to Benjamin Jacob, the first secretary-treasurer of the organization.
- Old Dominion Building and Loan Assoc. Records (MS. C 49) (1890-1900). Ca. 20 items and 3 vols.
Minute books, stock certificates, by-laws, lists of stockholders, and other records of the Old Dominion Building and Loan Association, Richmond, VA. Includes proceedings of the board of directors and stockholders' meetings. Stock certificates have engraved vignettes of the Washington Monument in Richmond and the Virginia state seal.

- Charles Somma Papers (MS. C 55) (1920-1936). 7 lin. ft.
Primarily business papers of this Richmond theater owner. Contains records of business dealings with film companies and live acts for performances at the Byrd Theater and the Hippodrome in Jackson Ward. Included is material on black entertainers and films.
- Lawson Nunnally Papers (MS. C 56) (1765, 1838-1893). Ca. 95 items.
Banker of Richmond, VA. Contains correspondence, accounts, and other legal and financial papers mostly concerning Nunnally's business as trustee of various estates. Includes several documents concerning the hiring and ownership of slaves. Also contains a few notes and memoranda about the Richmond and Danville Richmond Co., and a genealogy of the Mason family in manuscript.
- Chamber of Commerce Records (MS. C 58) (1867-1985). 9.5 lin. ft.
Includes draft and published annual reports, monthly reports, proposals, historical information about the city, resumes, and other information about its chairmen. May also include bound reports, minutes, proposals, financial histories for the city, etc.
- Stephen Putney Shoe Company Records (MS. C 59) (1920-1986). 2.5 lin. ft.
These records include minute books, stock certificates, legal records, and photographs related to this Richmond shoe manufacturer and retailer, Stephen Putney Shoe Co. The company was founded in 1817 under the name Putney & Watts and was led by Samuel Putney until his nephew Stephen Putney took over company management in 1860. The business closed in 1986.
- John M. Taylor Records (MS. C 60) (1900-1940). Ca. 2800 items and 3 vols.
Taylor was a leaf tobacco dealer and also served as president of the Richmond Tobacco Trade and sales manager of the Tobacco Growers' Co-operative Association. Primarily correspondence and accounts of sale with leaf tobacco companies in Virginia and North Carolina regarding the purchase, shipping, and sale of leaf tobacco. Most of the correspondence is from 1930 to 1940.
- Miller & Rhoads Records (MS. C 61) (1886-1985). 15 lin. ft.
Founded in 1886, Miller & Rhoads operated as a full-service department store in Richmond and other locations around Virginia throughout the twentieth century. The company closed in 1989. Items in this collection include articles of incorporation, annual

reports, the employee newsletter *The Mirror*, catalogs, financial reports, market survey reports, newspaper clippings, scrapbooks, and general files. A large photograph collection accompanies these records.

- National Tobacco Festival Records (MS. C 65) (1940–1984). 2.25 lin. ft.

The National Tobacco Festival was held in Richmond, VA, from 1949 to 1984 to promote Virginia's tobacco industry and included balls, dinners, beauty contests, a parade, and a football game. The records mainly consist of souvenir programs as well as newspaper clippings and magazine articles. There are some 1940 and 1941 souvenir programs from the similarly named National Tobacco Festival held in South Boston, VA.

- Cardwell Machine Company Records (MS. C 66) (1868–1960s). 2.5 lin. ft.

John Wesley Cardwell (1820–1887) founded the Cardwell Machine Co. Starting as a manufacturing company for agricultural machinery, it grew to manufacture Confederate arms during the Civil War and later to manufacture tobacco processing and thrashing machines. It is reported to be Richmond's oldest business. The company is now owned by Vokes, Ltd. of Britain and is a major supplier of tobacco processing machinery. This collection includes advertisements, catalogs, correspondence, legal documents, price lists, and photographs.

- Tredegar Company Records (MS. C 67) (1842–1865). 0.25 lin. ft.

Tredegar Company (J. R. Anderson and Co.) was established as Tredegar Iron Works along the James River in Richmond in 1837. Joseph Reid Anderson was appointed director in 1841 and ran the company, now called J. R. Anderson & Co., until his death in 1892. Now called Tredegar Co., the factory produced munitions for the U.S. military during the first half of the twentieth century. In 1955, the factory site was damaged by a fire and soon afterwards was purchased by Ethyl (now NewMarket) Corp. The records include bills of sales, contracts, fund transfers, a stockholders' report, and correspondence.

- J. H. Shortt & Company Papers (MS. C 81) (1911–1937). 0.5 lin. ft.

The first reference to John H. Shortt in the Richmond City Directory is in the 1910 edition. His address was 720 N. 25th St., which remained his residence for his entire life. The directory lists his occupation as a machinist. His company, which operated a machine shop, is listed in the 1911 directory. A 1912 advertisement in the City Directory reads: "J. H. Shortt and Company, Practical

Machinists, 1445 East Franklin St.: Special attention given to tobacco machinery, printing presses, gasoline engines, etc. All kinds of automatic and special machine work given prompt attention. Satisfaction guaranteed. Monroe 3102." The company's last listing is in the 1990 directory. Includes three business ledgers.

- American Tobacco Company Collection (V.68.1853) (1869-1910). Ca. 9,000 objects.
Contains advertisements (lithographs, stencils, drawings) and packaging (boxes, tins, packs, bags) related to tobacco brands produced during the mid- to late-nineteenth century. The advertisements are mainly housed in twenty ledger books and also include patent applications and photographs.
- Biggs Antique Company Records (V.90.28) (1920-1980s). 2 lin. ft. Company manufactured and sold reproductions of antique furniture. The company was founded in 1890 originally as an antique furniture store on Main Street in Richmond. The lack of antiques to meet the demand soon put the new company into the reproduction business. The salesroom was moved to 900 West Marshall St. Other showrooms were later established in Atlanta, Washington, Baltimore, and New Orleans. In 1968, the company was acquired by General Interiors and became known as the Biggs Division. Some time before 1979, the company's name was changed to the Kittinger Co. Includes catalogs, flyers, programs, pricing guides, and publications.
- Berry-Burk & Co. Records (V.2005.28 / V.2009.26) (1930-1989). 0.75 lin. ft.
Richmond men's and women's clothing retailer. The company originated as the dry goods store McAdams, Berry & Co., which was formed by George B. McAdams and Oscar H. Berry in 1879. Berry later bought out the company and renamed it Berry & Co. It moved to its 525 E. Grace St. location in 1926. In 1931, Burk & Co., a clothing company that originated in Baltimore, MD, bought out Berry & Co. to form Berry-Burk & Co. The company expanded to several Richmond stores. Berry-Burk & Co. was later purchased by New York-based Goldring, Inc. This parent company filed for bankruptcy in April 1989, and Berry-Burk ceased operations in July 1989. The records include financial reports, correspondence, general ephemera, and company letterhead.
- Thalhimer's Advertising Records (V.2006.04.48) (1940s-2005). 4.5 lin. ft.
Collection of records documenting advertisements and fashion shows produced by Richmond department store, Thalhimer's.

The records were collected by Elizabeth B. Bauder during her 40-year employment at Thalhimer's from 1951 until 1990. Bauder began as a model and summer intern in Thalhimer's Fashion Office and later worked from copywriter to Senior Vice President, Sales Promotion, until her retirement in 1990. Bauder was one of the first female executives of a major department store in the U.S. Records include employee newsletters, internal memoranda, client letters, fashion show setup information, correspondence, descriptions of events, newspaper clippings, store opening procedures, the beginning of Snow Bear, Christmas procedures and regulations, and speeches given by Elizabeth B. Bauder.

- **Research Files (1850s-present).** 100 lin. ft.
Research files contain newspaper clippings, articles, and ephemera related to Richmond people, places, businesses, industries, organizations, and events. Many Richmond businesses and industries are represented in these research files.

190. Virginia Historical Society

428 N. Boulevard
Richmond, VA 23220 (for physical delivery)

Mailing address:
P.O. Box 7311
Richmond, VA 23221

Phone: (804) 358-4901

Fax: (804) 355-2399

E-mail: mcurrie@vahistorical.org

Website: www.vahistorical.org

Hours: Tu-Sat 10 am-5 pm; Staff is available by phone and e-mail on Mondays; appts. encouraged.

Contact persons:

Mary Virginia Currie, Business History Archivist: (804) 342-9678; mcurrie@vahistorical.org

Laura Gilmour Stoner, Asst. Archivist for Business Collections: (804) 340-2281; lstoner@vahistorical.org

Research center: Reynolds Center for Virginia Business History

Fellowships and grants: The fellowships offered are up to three weeks a year meaning 15 days in the VHS library. Awards include the Andrew W. Mellon Research Fellowships, the Betty Sams Christian Fellowships in Business History, the Frances Lewis Fellowship in Gender and Women's Studies, and

the Reese Fellowships in American Bibliography and the History of the Book in the Americas.

Conferences and other programs: Occasional lectures and seminars are scheduled.

Publications: The following publications are not just specific to the business history center: *Virginia Magazine of History and Biography* (quarterly journal); *History Notes* (quarterly newsletter); official papers, letterbooks, or diaries of three William Byrds [1652–1744], William Nelson [1711–1772], John Custis, IV [1678–1749], Edmund Pendleton [1721–1803], Benjamin Bartholomew [1752–1812], and Frances Fauquier, Lt. Governor of Virginia [1703–1768]. (Bracketed dates are life dates.)

Finding aids: Large business collections usually have linked finding aids. The society's website has a section devoted to the Business History Center. In that segment, there is a listing of some of the larger business history collections available and whether there are finding aids with them. The website also gives users direct access to the full resource catalog.

Published information on archival holdings: Corporate collections for Best Products Co., Inc., for the founders of Best Products, Sydney and Frances Lewis, and A. H. Robins Co. have published guides. The Lane Co. records will soon have such a guide. See descriptions of these collections below.

Overview:

The collections include a reference library of books, pamphlets, serials, broadsides, and sheet music to support research about Virginia history and culture. The rare book collection contains extensive holdings of early travel narratives, Confederate imprints, pre-1870 Virginia imprints, architectural plan books, almanacs, and association books. The collections in the manuscript and archives division also generally reflect and support the study of Virginia history and culture. The library has over 160,000 volumes, over 300 serials, 4,000 broadsides, and 4,600 pieces; manuscripts and archives have ca. 7 million manuscripts overall. The Business History Center (BHC) possesses ca. 100 large collections, with 40 small collections specifically housed there. However, business records are also found in personal manuscript collections that are cataloged under the name of a person and housed separately from the BHC. Records date from 1394–present, and especially since 1600.

Noteworthy collections:

- Reynolds Metals Co. Records (Mss3 R3395a FA2) (1919–2000). Ca. 600 lin. ft.

The records of this Richmond, VA, company are still being processed but can be available with the assistance of the business history archivist. Will soon contain an extensive film collection being processed offsite. Also includes over 100 oral history interviews of family and employees with full transcript. Consists predominantly of the business records of the founder of Reynolds Metals Co., Richard Samuel Reynolds, Sr., and his four sons, R. S. Reynolds, Jr., Julian Louis Reynolds, William Gray Reynolds, and David Parham Reynolds. Included are minute books; company publications, especially *Reynolds Review*; correspondence; memoranda; sales materials; photographs; film; clippings; and other memorabilia related to the company. Within the business papers of each of these five men, there are records about their private investments and ventures. There is also considerable information about the estate of R. S. Reynolds, Sr. An American twentieth-century company with subsidiaries around the world, this firm was engaged in the production, fabrication, and sale of both primary aluminum and aluminum products. In 1919, Richard Samuel Reynolds, Sr., a native of Bristol, TN/VA, founded the United States Foil Company, Reynolds Metals Co.'s parent company, in Louisville, KY. Reynolds Metals Co. was created as a subsidiary of U. S. Foil in 1928 and absorbed its parent in 1961. When the founder was analyzing the aluminum industry in 1937, he traveled to Europe to look at aluminum supplies. He realized that the Germans were stockpiling massive amounts of metals, so when he returned home, he made every effort to inform the U.S. president and Congress. To improve the future of his company, to draw attention to the monopoly that its major rival Alcoa had, and to support the war effort that was evidently looming on the horizon, he developed a business plan that led to several decades of success. After other sons ran the company after 1948, it was acquired by Alcoa in 2000.

- Best Products Co., Inc., Records (Mss3 B4648a FA2) (1958-1999). : 84 lin. ft., 240 oversize folders and boxes equaling 46,780 items

These records concerning an early showroom retailer in Richmond, VA, came from several sources including the founders, Sydney and Frances Lewis; Robert L. Burrus Jr., corporate attorney and member of the boards of directors of the company; and the Best Products Foundation. Through the assistance of W. Edward Clingman Jr., the last CEO of Best Products and also the lawyer who handled the bankruptcy phase, a large group of

materials relating to bankruptcy, advertising, and showrooms was added to the collection. It consists of business papers that range from minutes of meetings of the board of directors to a complete run of Best Products Co.'s catalogs. Extensive files document the design, opening, and operation of individual store locations. Oral history collection completed before the papers came to the society, collected on cassette tapes; personnel and management files recording the daily operations; annual reports; federal and state financial and operational report filings; and internal company publications and press releases.

An adjunct collection is 39 lin. ft. with 240 oversize folders and boxes. These are the personal papers of Sydney and Frances Lewis, 1930-2000 (Mss1 L5888a FA2), which mainly concern the Lewis art collection, now mostly part of the collections of the Virginia Museum of Fine Arts in Richmond. There are files for each artist represented in the art collection. For exhibition loan requests, for correspondence, financial materials, insurance, inventories, and marked exhibition catalogs used by the Lewis family.

- Lane Company, Inc., Records (1907-2003). Ca. 264 lin. ft. and 26 oral history interviews

Founded in 1912 as the Standard Red Cedar Chest Co. of Altavista, VA, the Lane Co. grew to become one of the largest furniture manufacturers in the Southern U.S. prior to its hostile takeover by Interco Corp. in 1987. While best known for its signature cedar chests, Lane, through mergers and acquisitions, produced quality furniture for every room of the home. It was established by Edward Hudson Lane (1891-1973), whose father, John Edward Lane (1857-1930), a successful Charlottesville, VA, contractor and builder of railroads, bought a dilapidated packing box plant at auction and dispatched his 20-year-old son to run it.

This company turned early in its history to streamlining furniture production, invested heavily in research to improve its product and to prove that cedar wood was a natural moth repellent. It also invested in ways to recycle the waste wood that the production process generated, and developed in cooperation with the Adamson United Co. of Akron, OH, the Lanewood particle board process. In the 1950s, it began to diversify its product line with television cabinets for General Electric, a line of occasional tables, bedroom and dining room furniture, and in later decades, upholstered goods and recliners. Interco Corp. took it over in 1987 and sold it later to Furniture Brands International. The bankruptcy

filing of 1992 of Furniture Brands began the divestiture of several branches and began the shipping of its manufacturing processes overseas. This spelled the end of its most famous product, the cedar chest. The last Lane cedar chest to be manufactured in the U.S. rolled off the production line at Altavista in 2001.

Materials include early corporate records of the Standard Red Cedar Chest Co.; stockholder information of the Lane Co. and later the Bald Knob Furniture Co. that was bought by Lane in 1956; legal materials; files on equipment maintenance, specifications, and design drawings; extensive advertising materials and mailings sent to Lane furniture dealers; and some family-related materials such as applications for funding received by the Lane Foundation, a charitable organization created to provide assistance for the people and institutions of Altavista, VA. The takeover in 1987 severely impacted the residents of Altavista, and the foundation tried to support former workers as much as possible.

A second gift of Lane Co. records came to the VHS a few years after the first group. This addition of papers includes board of directors materials, 1959-1987; financial materials, 1913-1999; plane engineer files, 1930s-1996; Edward Hudson Lane Jr. (son of Lane's founder) personal papers, 1944-1986; Lane subsidiaries materials, 1925-1992; and employee salary and insurance cards, 1948-2001. Significant is the addition of the papers of Lane Co. president R. Stuart Moore, which document what happened to the company once it left the control of the Lane family in 1987.

- A. H. Robins Co. Records (Mss3 R5535a FA2) (1885-2007). ca. 8,400 items in 21 boxes and 6 oversize folders with over 100 oral history interviews on cassettes and CD with full transcripts
Pharmaceutical company that began in Richmond, VA. Its predecessor was A. H. Robins Apothecary founded by Albert Hartley Robins in 1866. Several generations later, E. Claiborne Robins became the president in 1936. Collection reflects the company's growth from that time until it was sold to American Home Products in 1989 due to the Dalkon Shield product and the resulting litigation, which forced bankruptcy and purchase. The current company that links back to A. H. Robins is Wyeth. Its best-known products include Robitussin, ChapStick and its Sergeants line of pet products. A. H. Robins is remembered today for its generosity toward its employees. It was said to be one of the two most revered employers in the Richmond area. (The other was Reynolds Metals Co.) Robins's legacy is also the profound impact of its

related foundation, the Robins Foundation. E. Claiborne Robins and his family foundation have given tremendous donations to the community, especially the University of Richmond, which received 50 million dollars in 1969. Scarcely any major non-profit institution in the Richmond area has not received assistance from the Robins Foundation started by E. Claiborne Robins from the extensive revenues from his company and continued by his descendants.

WASHINGTON

Seattle, WA

191. University of Washington

Foster Business Library
Box 353224
Seattle, WA 98195

Phone: (206) 543-4360

E-mail: See online questionnaire on line

Website: www.lib.washington.edu

Hours: Vary according to school university schedule

Finding aids: See <http://www.lib.washington.edu/business/guides/>

Overview:

The Foster Library has over 70,000 business books, with new books added every month, an extensive business reference collection, subscription to over 300 business and economics journals, 7 business newspaper subscriptions, 5,000 annual reports with a concentration on Pacific Northwest Companies, and a large number of online business databases, resources, and full-text journals. The UW Libraries Catalog is the ultimate source for information on reference titles in the Foster Business Library. Outdated volumes in this collection may often be found in the Foster Business Library Reference Serials Collection. For a shorter, annotated list of the most frequently used titles in this collection, see the Annotated Reference Collection list.

WEST VIRGINIA

Charleston, WV

192. West Virginia Archives and History

The Culture Center
Capitol Complex
1900 Kanawha Boulevard East
Charleston, WV 25305-0300

Phone: (304) 558-0220 (**TDD:** (304) 558-3562)

Fax: (304) 558-2779

Hours: M-W 9 am-5 pm; Th 9 am-8 pm; F, Sat 9 am-5 pm

Contact person:

Joe Geiger, Director of Archives and History: (304) 558-0230, ext. 165;
Joe.N.Geiger@wv.gov

Finding aids: Finding aids for business history resources are located at:
<http://www.wvculture.org/history/businessandindustry.html>

Overview:

The mission of the West Virginia Division of Culture and History is to identify, preserve, protect, promote, and present the ideas, arts, and artifacts of West Virginia's heritage.

Morgantown, WV

193. West Virginia University

West Virginia Regional History Collection
P.O. Box 6069
1549 University Ave.
West Virginia University
Morgantown, WV 26506-6069

Website: <http://www.libraries.wvu.edu/wvcollection/>

Hours: See website at <http://www.libraries.wvu.edu/hours/> for changing hours.

Overview:

The West Virginia and Regional History Collection is the largest historical archives/library relating to West Virginia in existence.

Noteworthy collections:

- Salt Sulphur Sprints Records (1819-1932). 94 vols.
Financial records, letter books, guest registers, and other materials relating to the various business enterprises of the Salt Sulphur Springs Co., including a general store, hotel, stage line, telegraph company, and farm in Monroe County, WV. There is a letter book of the Oriental Powder Mills, Charleston; daybooks of the E. D. Ballard general store; Mill Creek school records; and guest register of the Salt Sulphur Springs Hotel, 1894-1904.

WISCONSIN

Appleton, WI

194. Thrivent Financial for Lutherans

4321 North Ballard Road
Appleton, WI 54913

Phone: (920) 628-2311

Fax: (920) 628-4853

Website: <https://www.thrivent.com/>

Hours: M-F 8 am-4 pm; appt. req'd; information requests subject to approval

Contact person:

Janice Krahn, Corporate Archivist: (920) 628-2311: janice.krahn@thrivent.com

Research center: Corporate Archives

Overview:

Records of historical value generated by Aid Association for Lutherans (German Heritage), Lutherans Brotherhood (Norwegian Heritage), and Thrivent Financial for Lutherans and its subsidiaries/affiliates. Materials consist of administrative and operational records (annual statements, advertising materials, marketing materials, policy forms, board of trustee/director minutes, speeches, news clippings), company publications, photographs and slides, audio/visual materials, and artifacts. 3,450 ft. of records from 1898-present. Contact the archivist for information on finding aids.

Madison, WI

195. Wisconsin Historical Society

Library-Archives Division
816 State Street
Madison, WI 53706

Phone: (608) 264-6460

Fax: (608) 264-6472

E-mail: askarchives@wisconsinhistory.org

Website: wisconsinhistory.org

Hours: Archives: M-F 8 am-5 pm; Sat 9 am-4 pm; no appt. necessary

Contact person:

Archives Research Room: (608) 264-7460; askarchives@wisconsinhistory.org

Finding aids: The vast majority of our finding aids are in EAD format at <http://digicoll.library.wisc.edu/wiarchives/>

Published information on archival holdings: See the online catalog at <http://arc.library.wisc.edu/>. It is comprehensive for archival collections.

Overview:

The Wisconsin Historical Society is a comprehensive repository for archival materials related to Wisconsin. The institution also has collected widely on a national basis in the topical areas of trans-Appalachian settlement in the Revolutionary and early national periods, socialism, organized labor, mass communications, and civil rights and anti-war movements. In addition to the noteworthy collections listed below, the Historical Society has hundreds of other business collections spanning the entire history of Wisconsin covering topics that include the fur trade, mining, lumber, land speculation, advertising, clothing manufacturing, shipbuilding, tourism, and just about anything else that relates to Wisconsin.

Noteworthy Collections:

- Singer Manufacturing Company (1850-1975). 100 cu. ft. and 2,000 reels of microfilm
Records of the sewing-machine company, founded by Isaac M. Singer in 1851, which grew to dominate the market for the remainder of the nineteenth century. Singer pioneered many business techniques including installment buying, trade-ins, and total control of the manufacturing process from raw product to distribution and sale to the customer. It was also one of the first American corporations to operate in an international market. Background and misc. historical materials, incorporation records, outgoing and incoming administrative correspondence, advertising materials and publications, subject files, and legal and financial records. Outgoing correspondence (dated primarily 1877-1924 and mainly available on microfilm) includes letters dating from the presidencies of George McKenzie, Frederick G. Bourne, and Douglas Alexander that concern domestic and foreign management policy and routine administrative matters. Incoming correspondence consists of routine letters received at

the New York executive office from 1861 to 1879, and letters and reports from both domestic (1851-1904) and foreign (1854-1909) agencies and factories.

Legal records and correspondence, 1846-1906, pertain to patent assignments, litigation, and contracts. There are also court documents and transcripts, files of published patent decisions, misc. patent drawings, and information on the acquisition and management of various properties and buildings.

Advertising material consists of incoming letters, 1868-1978, and samples of nineteenth-century advertising, company publications, brochures, and blank forms. Subject files include circular letters, examiners' reports on company problems, and traveling notebooks of company executives. There are also extensive files about losses experienced in Russia following the 1917 Revolution, in Central Europe during the 1930s and 1940s, and in Japan and Germany during World War II.

A large quantity of nineteenth-century financial records pertain to overall financial operations as monitored by the New York City office and to the operations at the Elizabethport, NJ, factory. Included are general ledgers and journals, cashbooks, check registers, and some payroll records. Accounting source documents such as bills and receipts document operational details of the 1850s. A few records and letterbooks relate to subsidiary companies or companies acquired by Singer such as the Wheeler and Wilson Co., the Morley Sewing Machine Co., and the National Machine Co.

The processed portion of this series is summarized above, dates 1850-1968, and is described in the register.

- McCormick-International Harvester Collection. 5,000 cu. ft. and thousands of reels of microfilm.

Collection encompasses the personal papers of Cyrus H. McCormick, his wife Nettie Fowler McCormick (1835-1923), and their descendants, Cyrus H. McCormick, Jr., Harold F. McCormick, Stanley A. McCormick, Mary Virginia McCormick, Anita McCormick Blaine, and Fowler McCormick; records of the McCormick Estates; records of people and businesses in Virginia; and business records of the McCormick Harvesting Machine Company and the International Harvester Company.

The collection also includes administrative correspondence, financial records, reports, interviews, notes, and subject files of the McCormick Biographical Assoc., the Nettie Fowler McCormick Biographical Assoc., and the Reaper Centennial Celebration.

For more a more detailed description of the contents of the McCormick-IHC Collection, search under “McCormick Collection” in the Archives Computer Catalog, or consult our list of frequently asked questions.

- McCormick Family Papers
Contain correspondence, diaries, genealogies, financial and legal records, landscape and architectural plans, medical reports, photographs, scrapbooks, and subject files documenting their personal lives, business, philanthropic and political activities, estates, investments, and travel.
- McCormick Harvesting Machine Company (1848-1902).
Records include advertising literature, catalogs, correspondence, financial records, legal and patent records, minutes of stockholder and board of directors meetings, payroll records, exhibit catalogs, and photographs. Among other topics these records trace the development of agricultural mechanization and the evolution of the modern business corporation.
- International Harvester Company (1881-1984).
Records consist primarily of advertising literature; product catalogs; technical publications such as operator’s manuals, instruction papers, parts catalogs, and service manuals; agricultural bulletins; news releases, public relations files, and company magazines; market research studies; financial and legal records of the company’s Russian operations (1908-1919); and photographs, posters, and films.

The collection also includes some payroll records, product catalogs, and instruction papers of three of the companies that merged in 1902 with the company to form IHC: the Deering Harvester Co., Milwaukee Harvester Co., and Plano Harvester Co. IHC records extensively document the history, development, and marketing of its tractors, stationary engines, farm implements, and industrial equipment.

Collectors of tractors and antique farm equipment can find the visual materials and technical information required to restore and operate many of the products manufactured by International Harvester. However, the collection does not include blueprints, daily serial number lists, customer records, and “build card” information. For more information on how we can help collectors, please consult our frequently asked questions page.

Milwaukee, WI

196. Johnson Controls, Inc.

507 E. Michigan St.
Milwaukee, WI 53202

Phone: (414) 524-2287

Fax: (414) 524-3232

E-mail: kenneth.wirth@jci.com

Website: www.johnsoncontrols.com

Hours: M-F 7:45 am-4:30 pm; appt. required

Contact person:

Ken Wirth, Records and Archives Project Manager: (414) 524-2287; kenneth.wirth@jci.com

Overview:

Print files, photographs, slides, films, corporate publications, news clippings, annual reports, advertising and sales materials such as catalogs and pamphlets, product samples, and other artifacts collected since the company's founding. Significant holdings regarding company founder Professor Warren Johnson (1847-1911). 500 lin. ft. of records from 1885 to present.

197. University of Wisconsin-Milwaukee Libraries

Archives Department
P.O. Box 604
Milwaukee, WI 53201-0604

Phone: (414) 229-5402

Fax: (414) 229-3605

E-mail: askarch@uwm.edu

Website: <http://www.uwm.edu/Libraries/arch/>

Hours: M, Tu, F 8 am-4:30 pm; Tu, W 8 am-8 pm during semesters; M-F 8 am-4:30 pm at other times

Contact person:

Michael Doyle, Dept. Head: (414) 229-6980; doylem@uwm.edu

Finding aids: Exist for the majority of manuscript collections and archival series; contributed to a state of Wisconsin database, Archival Resources in Wisconsin.

Published information on archival holdings: Print guides, website, online finding aids

Overview:

The University of Wisconsin-Milwaukee Libraries advance the campus mission of teaching, learning, research, and service by providing scholarly resources and services. We facilitate the discovery and exchange of ideas, and the creation, preservation, and sharing of knowledge. Over 5.2 million cataloged items from the fifteenth through the twenty-first centuries, especially from the twentieth.

Noteworthy collections:

- Blatz Brewing Company Records (1862–1944). 9.6 cu. ft; 340 vols.
Records trace the history of the brewery, the bottling plant, various branches, and Valentin Blatz's estate.
- Henry Crosby Papers (1969–1976). 2.0 cu. ft.
Papers include documentation of the Peoples Brewing Company, the first major African-American owned brewery in Wisconsin.
- Milwaukee Journal Stations Records (1922–1980). 9.8 cu. ft. and ca. 1 million ft. of 16mm film.
Records pertain to the Milwaukee radio and television stations owned by the Journal Company and includes the largest surviving body of television news footage in southeastern Wisconsin.
- Pabst Brewing Company Records (bulk, 1873–1940). 60 cu. ft.
Documents the administrative and financial history of the Pabst Brewing Co. and its various subsidiaries.
- West Bend Company Records (1911–1989). 46 cu. ft. + 1 microfilm reel (35 mm.)
Records of a West Bend, WI, manufacturing firm best known for its aluminum cookware.

WYOMING

Laramie, WY

198. University of Wyoming

American Heritage Center

2111 Willett Drive

Centennial Complex

Laramie, WY 82071

E-mail: ahc@uwyo.edu

Hours: Monday, 10 am-9:00 pm; Tuesday-Friday, 8 am-5 pm

Contact person:

Ginny Kilander, Reference Librarian: (307) 766-2553; papyrus@uwyo.edu

Overview:

The American Heritage Center is the University of Wyoming's repository of manuscripts collections, rare books, and the university archives. Major areas of the collections include Wyoming and the American West, the mining and petroleum industries, Western politics and leadership, conservation, journalism, transportation, and twentieth-century entertainment such as popular music, radio, television, and film. Like most major university repositories, the AHC collects both regionally and nationally in select areas.

Noteworthy collections:

- Wyoming Hereford Ranch Records (1885-1989). 184 lin. ft. Records primarily cover the period from 1921 to the late 1960s, during which the Lazear family managed the day-to-day operations of the ranch. There is very limited information on the early years of the ranch. Although the main focus of the records is the business concerns of the ranch, some personal information is included. There is information about ranch employees including personnel and training files. Also included are personal correspondence, some of which details the Lazears' mission work, and personal as well as business photographs. Collection also contains maps and blueprints of the Wyoming Hereford Ranch area and some artifacts that detail both the personal and business life of the ranch.
- Charles R. Butler Papers (1950-1990).

Includes correspondence, mine and mining records, investigations and evaluations, land status reports, and numerous types of maps and plates by this geological consultant.

- James L. Ehernberger Western Railroad Collection (1862-2001). Documents the history of railroads in the American West, and particularly for Wyoming and the Rocky Mountain region. The collection contains records from numerous companies, with the bulk of the materials being generated by the Union Pacific Railroad Company.
- Edward A. Altshuler Papers (1930-2003). Business and personal records created by this management consultant from 1930-2003. The bulk of the materials relate to his various consulting businesses, which operated during the 1940s and through the 1990s. In addition to Altshuler's written records, there are also a large number of business-related audio and video recordings from the 1970s-1990s.
- Wyoming Stock Growers Association Records (1857-1987). Records of this association concerned with brand inspections, health and sanitary concerns, freight rates, fencing, and other public domain issues associated with the cattle industry in Wyoming.
- National Cattlemen's Association Records (1898-1990). 372 lin. ft. Business files, correspondence, financial records, photographs, and publications of this national organization of cattlemen.

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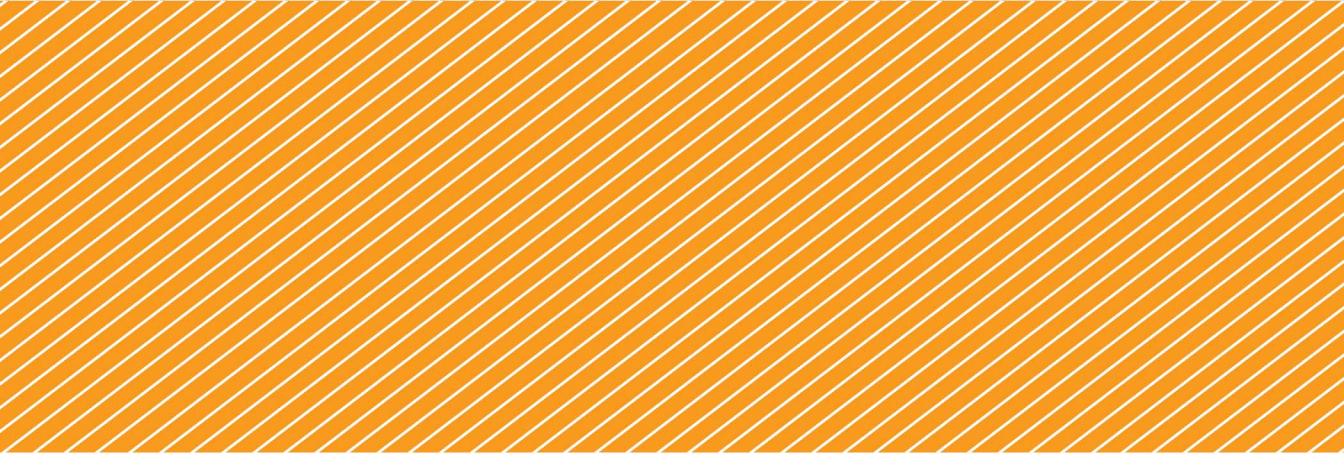
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