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 contain 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:
  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include daily accounts of sales, current and monthly customer accounts, records of purchases and other expenses, out-of-date and unpaid accounts, records of profits and losses, payroll records, and checkbook stubs and canceled checks.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.


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.

  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.

  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


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.

  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.

  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.


  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.

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.


  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 Southern 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 laden, 
  production reports, minutes and bylaws of corporation.
  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.edu

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:
- 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.
- 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).
• 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.
• M. A. Rogers, LA cotton and grain broker (1880–1930). Ca. 21 cu. ft.

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: jclifford@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:
  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:

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.