



ArchivesSpace

## **Menands Book Club; Records**

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M.E. Grenander Department of Special Collections & Archives

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## Summary Information

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<b>Repository:</b>	M.E. Grenander Department of Special Collections & Archives
<b>Title:</b>	Menands Book Club Records
<b>ID:</b>	mss138
<b>Date [inclusive]:</b>	1881-2009
<b>Physical Description:</b>	0.67 cubic ft.
<b>Physical Location:</b>	The materials are located onsite in the department.
<b>Language of the Material:</b>	English .
<b>Abstract:</b>	The majority of the Menands Book Club Records consists of meeting and treasurer notes and program schedules. There also is correspondence, club histories and an information packet of the village of Menands, NY Anniversary.

### Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, Menands Book Club Records, 1881-2009. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as the Menands Book Club Records).

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## Biographical Sketch

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The Menands Book Club was formed by Mrs. Edward A. Kelly, Mrs. Frank Dunn, and Mrs. Claude C. Nuckols about 1908. It was originally known as The Literary Club of Menands, NY. Members held informal meetings at a different member home each week.

As the literary club grew, members decided to create a more formal structure in 1910, including having club officers. The first president was Miss Alice M. Darbe. Along with assigning officers, members wrote a constitution and by-laws. The purpose of the Club as stated was to enlighten and fulfill intellectual needs. Meetings were now held every two weeks and the Club charged membership dues of 5 cents per member per meeting for attendees and 10 cents for those absent. Programs were printed for

members with the meeting dates and topics. Members were required to share a reading on their assigned topic. The Club also selected books to reflect an overall theme in some years, including current events, women, New York State history, islands, far away places and American people and life.

The organization continued to evolve over time. The name changed to the Menands Book Club for the 1923-1924 program year. In 1954 and 2007 members revised the constitution and by-laws. The Club currently has about a dozen members and meets from September through June. Its meetings still cover a variety of topics.

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## Scope and Contents

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The collection predominantly consists of paper-handouts and mini-booklets. In addition, there are some newspaper clippings and both ledger and composition notebooks to record meetings. There are guidebooks to the village of Menands anniversary celebrations in the collection as well. Please note there are gaps in the collection record in the 1940s and then again in the 1960s and 1970s, with the meeting program guides.

Series one contains administrative records. In the records there are meeting minutes and treasury information. Correspondence pertaining to administration of the Club and membership directories are also in this section. Series two contains materials related to programs and events. Within this series is correspondence regarding the history of the Club, program guides and newsclippings. There also are items retained by Club members that relate to the history of Menands, but pre-date the The Literary Club.

These records were located in the homes of members and members' families and collected by the Menands Book Club several years prior to the donation of materials to the University at Albany.

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## Arrangement of the Collection

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The collection is organized into the following series:

- 1 Series 1 - Administration, 1908-2008, Undated
- 2 Series 2 - Programs and Events, 1881, 1898, 1910-2009, Undated

Both series are arranged alphabetically.

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## Administrative Information

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### Publication Statement

M.E. Grenander Department of Special Collections & Archives

### Revision Description

Encoded in EAD by Jodi Boyle 2012

### Processing Information

Processed in 2012 by Ashley Purvis.

### Access

Access to this record group is unrestricted with the exception of one folder noted below.

### Copyright

The researcher assumes full responsibility for conforming with the laws of copyright. Whenever possible, the M.E. Grenander Department of Special Collections and Archives will provide information about copyright owners and other restrictions, but the legal determination ultimately rests with the researcher. Requests for permission to publish material from this collection should be discussed with the Head of Special Collections and Archives.

### Acquisition Information

The Menands Book Club donated the records to the M.E. Grenander Department of Special Collections and Archives in 2011.

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## Controlled Access Headings

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- Women
- Literature
- Albany, New York

- Book clubs (Discussion groups)--New York (State)
- Women--Societies and clubs.
- Menands (N.Y.)
- Programs (documents)
- Clippings
- Correspondence
- Bylaws (administrative records)
- Schedules (time plans)
- Histories
- Financial Records
- Menands Book Club

## Collection Inventory

### Administration, 1908-2008Undated

Physical Description: 0.43 cubic ft.

#### Arrangement

Arranged alphabetically.

#### Scope and Contents

This series contains correspondence pertaining to book club business, organizational history, laws, and membership information.

Title/Description	Instances
Account Statements-[RESTRICTED], 1985-1989 <u>Conditions Governing Access:</u> <b>Conditions Governing Access</b> Must consult archivist before viewing this material.	Box 1 (1- Folder 1 Administration)
Club Laws, 19212007	Box 1 (1- Folder 2 Administration)
Correspondence, 1963-19651968-1969	Box 1 (1- Folder 3 Administration)
Correspondence, 1970-1977	Box 1 (1- Folder 4 Administration)
Correspondence, 19801982-198419861988-1989	Box 1 (1- Folder 5 Administration)
Correspondence, 19911994-19961999	Box 1 (1- Folder 6 Administration)
Correspondence, 2001-20032008	

	Box 1 (1-Administration)	Folder 7
Correspondence, Undated	Box 1 (1-Administration)	Folder 8
Dues, 1981-1985	Box 1 (1-Administration)	Folder 9
History, 19742007-2008Undated	Box 1 (1-Administration)	Folder 10
Meeting Minutes, 1996-1999	Box 1 (1-Administration)	Folder 11
Meeting Minutes, 2000-2003	Box 1 (1-Administration)	Folder 12
Meeting Minutes, 2004-2007	Box 1 (1-Administration)	Folder 13
Meeting Minutes, 1998-2007	Box 1 (1-Administration)	Folder 14
Membership Cards for Red Cross, 1949-19511955	Box 1 (1-Administration)	Folder 15
Membership Lists, Undated	Box 1 (1-Administration)	Folder 16
Receipts, 1964-19651975198019891991	Box 1 (1-Administration)	Folder 17
Secretary and Treasurer Notes, 1908-1914	Box 1 (1-Administration)	Folder 18
Secretary and Treasurer Notes, 1948-1950	Box 1 (1-Administration)	Folder 19
Secretary and Treasurer Notes, 1948-1955	Box 1 (1-Administration)	Folder 20
Secretary and Treasurer Notes, 1955-1965	Box 1 (1-Administration)	Folder 21
Secretary and Treasurer Notes, 1965-1972	Box 2 (1-Administration)	Folder 1
Secretary and Treasurer Notes, 1972-1982	Box 2 (1-Administration)	Folder 2
Secretary and Treasurer Notes, 1982-1993	Box 2 (1-Administration)	Folder 3
Secretary and Treasurer Notes, 1993-1996	Box 2 (1-Administration)	Folder 4

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## Programs and Events, 188118981910-2009Undated

Physical Description: .24 cu. ft.

### Arrangement

Arranged alphabetically.

### Scope and Contents

This series consists of calendars of events, newspaper clippings, histories of the village of Menands, meeting schedules and annual programs. Initially these programs were bound volumes listing such information as the meeting dates, book to be discussed, hostess for each meeting and presenters and topics. Eventually they became less elaborate and frequently were one sheet of paper featuring a typed meeting schedule.

Title/Description	Instances	
Calendar of Events, 2007-2009	Box 2 (2- Programs and Events)	Folder 5
Early Menands Historic Documents Retained by Club Members, 18811898	Box 2 (2- Programs and Events)	Folder 6
Menands Anniversary, 19741979	Box 2 (2- Programs and Events)	Folder 7
Menands History, Undated	Box 2 (2- Programs and Events)	Folder 8
News Clippings, 1984-2007	Box 3 (2- Programs and Events)	Folder 1
News Clippings on Menands Book Club, 1931-1932	Box 3 (2- Programs and Events)	Folder 2
Programs, 1910-1914	Box 3 (2- Programs and Events)	Folder 3
Programs, 1914-1919	Box 3 (2- Programs and Events)	Folder 4
Programs, 1919-1925	Box 3 (2- Programs and Events)	Folder 5
Programs, 1926-1932	Box 3 (2- Programs and Events)	Folder 6
Programs, 1932-1939		



	Box 3 (2- Programs and Events)	Folder 7
Programs, 1944-1950	Box 3 (2- Programs and Events)	Folder 8
Programs, 1950-1959	Box 3 (2- Programs and Events)	Folder 9
Schedules, 1962-1963	Box 3 (2- Programs and Events)	Folder 10
Schedules, 1969-1971	Box 3 (2- Programs and Events)	Folder 11
Schedules, 1986-1990	Box 3 (2- Programs and Events)	Folder 12
Schedules, 1992-2000	Box 3 (2- Programs and Events)	Folder 13
Schedules, 2001-2007	Box 3 (2- Programs and Events)	Folder 14

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