

# Woman's Club of Albany; Records

---

This finding aid was produced using ArchivesSpace on July 20, 2023.

---

## Table of Contents

---

Summary Information .....	3
Organizational Sketch .....	3
Scope and Contents .....	4
Arrangement of the Collection .....	5
Administrative Information .....	5
Controlled Access Headings .....	6
Collection Inventory .....	7
Administrative .....	7
Financials .....	11
Departments and Committees .....	25
Membership .....	30
Early Member Index Cards .....	31
Early Membership Applications and Resignations .....	31
Membership Files .....	33
Resignations and Dropped Members Index Cards .....	39
Deceased Members Index Cards .....	39
Scrapbooks .....	39
Events and Programs .....	44
Publications .....	50
Subject Files .....	54

---

## Summary Information

---

<b>Repository:</b>	M.E. Grenander Department of Special Collections & Archives
<b>Title:</b>	Woman's Club of Albany Records
<b>ID:</b>	mss139
<b>Date [inclusive]:</b>	1908, 1910-2010
<b>Physical Description:</b>	23.64 cubic ft. 1 Digital Files
<b>Physical Location:</b>	The materials are located onsite in the department.
<b>Language of the Material:</b>	English .
<b>Abstract:</b>	The Woman's Club of Albany Records document the day-to-day operations of the first 100 years of this community organization founded in 1910.

### Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, The Woman's Club of Albany Records, 1910-2010. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as The Woman's Club of Albany Records).

[^ Return to Table of Contents](#)

---

## Organizational Sketch

---

Mrs. Elmer Blair, an active member of the New York State Federation of Women's Clubs, and 22 friends who saw an opportunity to make a difference in their community established the Woman's Club of Albany in 1910 based on the motto Let us be such as help the life of the future. The Womans Club of Albany dedicated itself to helping women and children as well as improving conditions in its surrounding area.

Membership within the Womans Club of Albany (WCA) grew quickly, reaching three hundred members by the end of its second year. In 1913 the WCA was incorporated and in 1919, it purchased its Clubhouse, located at 725 Madison Avenue. The members were divided into multiple departments,

sections, and committees, focusing on various goals and issues. Within the first ten years of its existence, the WCA discussed timely issues such as Medical inspection of the Public Schools, began programs to help children stay off the streets, and even campaigned to have a woman member added to the City's Board of Education. By the 1930s and the beginning of the 1940s the WCA flourished; sufficient funds, an array of events and programs, and a membership of six hundred women, including honorary members. Honorary members were often the current New York State Governors wife, such as future President Franklin Delano Roosevelts wife, Eleanor Roosevelt. During this time period, the WCA also raised awareness of international conflict and often contributed to war efforts.

During the second half of the twentieth century, the WCA attempted to reinvent itself as membership dropped, the number of departments decreased, and the Clubs financial situation began a decline. In the 1970s the WCA tried to overhaul its image by shifting from activities with a civic emphasis to more social ones. By the 1980s the WCA once again tried to revitalize the organization by establishing itself as a center of cooperation among women in New York's Capital District for civic, literary, and philanthropic works.

Despite these attempts, the WCA continued to decline into the beginning years of the twenty first century. By the end of 2003 only three elderly members remained, the Clubhouse needed repairs, and the future of the WCA was in jeopardy. In 2004 five new women discovered the WCA while attending an event hosted in the rented Clubhouse. They joined the organization and were determined to revive it as a center of activity once again benefiting the surrounding community. Since 2004, the Womans Club of Albany has witnessed great improvement; membership is consistently increasing among women of all ages, the organization has undertaken restoration projects in the Clubhouse, and the WCA is once again involving itself in various philanthropic activities within the City of Albany and the surrounding Capital District.

[^ Return to Table of Contents](#)

---

## Scope and Contents

---

The Womans Club of Albany Records include one hundred years' worth of information about all aspects of the Club. The collection is divided into eight series according to the organizational structure and activities of the WCA, flowing from the Board of Directors down to the members. It contains meeting minutes and annual reports for not only the Board of Directors, but for many of the different departments and committees. This will give researchers insight into what members discussed, the goals and focuses of groups within the WCA, and how all of these evolved throughout the years. The WCAs financial history is organized chronologically from the WCAs beginning in 1910 to its revitalization in recent years. This series contains a range of materials, from financial statements to general receipts to loan and mortgage paperwork. Most folders are ordered according to department or committee. As the financial papers were often kept in separate envelopes denoting a particular year and group within the WCA, the archivist retained this original order.

This collection also documents the membership of the WCA. Researchers should note that the Membership series is broken down into five separate subseries. There are both paper records and

three sets of index cards; one set is comprised of early membership cards, another is a set of cards documenting individual resignations and dropped members ranging from the 1920s to the 1970s, and the last set is of cards recording the deaths of members. The use of multiple subseries reflects the original order of the content and preserves WCA's record keeping, which often changed over time.

Events and programs hosted by the WCA comprise their own series. The WCA hosted a range of events, such as rummage sales, plays, and an annual WCA anniversary dinner. Another series documents items published by the WCA. This includes event calendars sent to the members and copies of *The Messenger*, the WCAs monthly events publication. A subject file series contains information on a variety of topics, from materials about the New York Federation of Women's Clubs to WCA histories to an engineering/structural report on the Clubhouse.

Please note that the scrapbook series provides a significant amount of information about not only the WCA itself, but also the ever-changing world around it. Part of the series is unavailable to researchers and being evaluated for possible preservation treatment because of the delicate and fragile conditions of some of the scrapbooks.

It should be noted that the amount of content often coincides with the ebb and flow of the WCA's history. There is a generous amount of information available from the early decades when the WCA was prosperous, as well from the revitalization of the WCA in 2004 and beyond. There is much material missing from the late 1960s through the 1990s, which is when the WCA was not robust in terms of members or finances. This historical evolution is seen in *The Messenger*. *The Messenger* began as a glossy magazine in the 1940s, but the WCA continually shortened the publication, transitioning first to a newsletter on legal sized paper and then to a newsletter on letter sized paper by the early 1970s.

[^ Return to Table of Contents](#)

---

## Arrangement of the Collection

---

All series are arranged chronologically with the exception of Series 4, Subseries 1, 2, 4, and 5, which are arranged alphabetically.

[^ Return to Table of Contents](#)

---

## Administrative Information

---

### Publication Statement

M.E. Grenander Department of Special Collections & Archives

## Revision Description

Jodi Boyle added description of more oversized boxes. Encoded in EAD by Jamie Brinkman 2015-2016 2012

## Processing Information

Processed in 2012 by Jamie Brinkman.

## Access

Access to this record group is unrestricted with the exception of one folder, which is marked.

## 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 Woman's Club of Albany donated materials in this collection to the M.E. Grenander Department of Special Collections and Archives in April 2012 and April 2023. The 2023 accession is not processed.

[^ Return to Table of Contents](#)

---

## Controlled Access Headings

---

- Women
- Neighborhood and Community Associations
- Women--New York (State)--Albany--Societies and clubs
- Women in nonprofit organizations--New York (State)--Albany
- Amateur plays
- Fundraising--New York (State)--Albany
- Women in charitable work--New York (State)--Albany
- New York (State)--Social conditions
- Scrapbooks
- Newsletters
- Administrative records
- Membership cards

- Minutes
- Programs (documents)
- Financial Records
- Photographs
- Digital Files
- The Woman's Club of Albany (Albany, N.Y.)
- New York State Federation of Womens Clubs

## Collection Inventory

### Administrative, 1910-2010

Physical Description: 1.88 cubic ft.

#### Arrangement

Arranged chronologically.

#### Scope and Contents

The Administrative series consists of Board and business meeting minutes, constitutions, proposed changes to the constitution, annual and executive meeting files, files of some Club Presidents, and rules and regulations.

Please note that the Board and business meeting minutes are kept together to preserve original order. This series also contains multiple versions of the Womans Club of Albany Constitution: ca. 1910, 1946, and 1981. It also includes proposed changes to the Constitution from 1912, 2006 and an unknown year.

Title/Description	Instances	
Minutes of the Board of Directors, 1910-1920	Oversized 1	
Minutes of the Business Meetings and the Annual Reports, 1910-1920	Oversized 1	
Constitution, ca. 1910	Box 1 (1-Administrative)	Folder 1
Annual Meeting, 1911	Box 1 (1-Administrative)	Folder 2
Proposed Changes to Constitution to Members from Board, 1912	Box 1 (1-Administrative)	Folder 3
Incorporation Papers and Correspondence, 1912-191319151917	Box 1 (1-Administrative)	Folder 4
Certificate of Incorporation, 1913	Oversized 2	Folder 1
Annual Meeting Address of the President, 1914	Box 1 (1-Administrative)	Folder 5
Resolution to Adapt National Constitution Prohibition, 1916		

	Box 1 (1-Administrative)	Folder 6
Annual Meeting Address of the President, 1916	Box 1 (1-Administrative)	Folder 7
Board and Business Meeting Reports, 1920-1922	Box 1 (1-Administrative)	Folder 8
Board and Business Meeting Minutes, 1924-1926	Box 1 (1-Administrative)	Folder 9
Letters from the Board to Department Leaders and Members, 1924-19381945Undated	Box 1 (1-Administrative)	Folder 10
Board and Business Meeting Minutes, 1926-1928	Box 1 (1-Administrative)	Folder 11
Annual Meeting, 1927	Box 1 (1-Administrative)	Folder 12
Board and Business Meeting Minutes, 1930-1932	Box 1 (1-Administrative)	Folder 13
Board and Business Meeting Minutes, 1932-1934	Box 1 (1-Administrative)	Folder 14
Board and Business Meeting Minutes (1 of 2), 1934-1938	Box 1 (1-Administrative)	Folder 15
Board and Business Meeting Minutes (2 of 2), 1934-1938	Box 1 (1-Administrative)	Folder 16
Board and Business Meeting Minutes (1 of 2), 1938-1943	Box 1 (1-Administrative)	Folder 17
Board and Business Meeting Minutes (2 of 2), 1938-1943	Box 1 (1-Administrative)	Folder 18
Board and Business Meeting Minutes (1 of 2), 1944-1946	Box 1 (1-Administrative)	Folder 19
Board and Business Meeting Minutes (2 of 2), 1944-1946	Box 1 (1-Administrative)	Folder 20
Club Constitution, 1946	Box 1 (1-Administrative)	Folder 21
Board and Business Meeting Minutes (1 of 2), 1946-1952	Box 1 (1-Administrative)	Folder 22
Board and Business Meeting Minutes (2 of 2), 1946-1952	Box 1 (1-Administrative)	Folder 23
Board and Business Meeting Minutes (1 of 3), 1952-1958	Box 1 (1-Administrative)	Folder 24
Board and Business Meeting Minutes (2 of 3), 1952-1958	Box 1 (1-Administrative)	Folder 25
Board and Business Meeting Minutes (3 of 3), 1952-1958		



	Box 1 (1-Administrative)	Folder 26
Executive Report, 1956-1957	Box 1 (1-Administrative)	Folder 27
Annual Meeting, 1958	Box 1 (1-Administrative)	Folder 28
Executive Reports and Annual Meetings, 1959	Box 1 (1-Administrative)	Folder 29
Executive Reports and Annual Meetings, 1959-1960	Box 1 (1-Administrative)	Folder 30
Board and Business Meeting Minutes, 1959-1961	Box 1 (1-Administrative)	Folder 31
Executive Reports and Annual Meetings, 1960-1961	Box 1 (1-Administrative)	Folder 32
Executive Reports and Annual Meetings, 1961-1962	Box 1 (1-Administrative)	Folder 33
Board and Business Meeting Minutes (1 of 2), 1964	Box 1 (1-Administrative)	Folder 34
Board and Business Meeting Minutes (2 of 2), 1964	Box 1 (1-Administrative)	Folder 35
Board and Business Meeting Minutes w/ Treasurer Reports, 1964-1968	Box 1 (1-Administrative)	Folder 36
Presidential File, 1967-1968Undated	Box 1 (1-Administrative)	Folder 37
File of the Corresponding Secretary (1 of 2), 1968-1971	Box 1 (1-Administrative)	Folder 38
File of the Corresponding Secretary (2 of 2), 1968-1971	Box 1 (1-Administrative)	Folder 39
File of the Corresponding Secretary, 1971-1976	Box 2 (1-Administrative)	Folder 1
Board and Business Meetings, 1973-1975	Box 2 (1-Administrative)	Folder 2
Board and Business Meeting Minutes (1 of 3), 1976-1982	Box 2 (1-Administrative)	Folder 3
Board and Business Meeting Minutes (2 of 3), 1976-1982	Box 2 (1-Administrative)	Folder 4
Board and Business Meeting Minutes (3 of 3), 1976-1982	Box 2 (1-Administrative)	Folder 5
Board Meeting Minutes, 1979	Box 2 (1-Administrative)	Folder 6
Constitution, 1981		

	Box 2 (1-Administrative)	Folder 7
Letters about Proposed Changes to Constitution sent to Members from Board, 1982	Box 2 (1-Administrative)	Folder 8
Board and Business Meeting Minutes (1 of 2), 1982-1986	Box 2 (1-Administrative)	Folder 9
Board and Business Meeting Minutes (2 of 2), 1982-1986	Box 2 (1-Administrative)	Folder 10
Presidential File, Stella Porter, 1987-1991	Box 2 (1-Administrative)	Folder 11
Message to the Club from the Board, 1990	Box 2 (1-Administrative)	Folder 12
Presidential File, Eunice Hunter (1 of 2), 1996-2004Undated	Box 2 (1-Administrative)	Folder 13
Presidential File, Eunice Hunter (2 of 2), 1996-2004Undated	Box 2 (1-Administrative)	Folder 14
Board Meeting Minutes, 2005-2006	Box 3 (1-Administrative)	Folder 1
Meeting Agenda, 2006	Box 3 (1-Administrative)	Folder 2
Proposed Changes to the Constitution, 2006	Box 3 (1-Administrative)	Folder 3
Organization Bylaws of the Club, 2008	Box 3 (1-Administrative)	Folder 4
Board Roster, 2008-2009	Box 3 (1-Administrative)	Folder 5
Board and Business Meeting Minutes, 2009	Box 3 (1-Administrative)	Folder 6
Certificate of Incorporation and Related Papers, 2009	Box 3 (1-Administrative)	Folder 7
Board Roster, 2009-2010	Box 3 (1-Administrative)	Folder 8
President's Message, Undated	Box 3 (1-Administrative)	Folder 9
Proposed Changes to Constitution, Undated	Box 3 (1-Administrative)	Folder 10
Proposed Changes to Constitution, Bylaws, Undated	Box 3 (1-Administrative)	Folder 11
Resolutions Passed by Administration Based on Deceased Members, Undated	Box 3 (1-Administrative)	Folder 12
Responsibilities of Corresponding Secretary by Month, Undated		

	Box 3 (1-Administrative)	Folder 13
Rules and Regulations, Undated	Box 3 (1-Administrative)	Folder 14

[^ Return to Table of Contents](#)

## Financials, 1910-2009

Physical Description: 7.17 cubic ft.

### Arrangement

Arranged chronologically.

### Scope and Contents

Series two contains one hundred years' worth of financial information pertaining to the WCA. A majority of the series consists of various departments and committees expenses, receipts, and annual reports. These were originally kept in envelopes according to department or committee and year. There are also Office and Treasurer Reports spanning from 1912 to 2009, providing information about the WCAs treasury and daily spending. Please note that there are no reports from the early 1930s, 1940s or late 1950s. Financial statements provide an inside look into the WCAs evolutionary financial health.

The series also contains insurance policies and payments from 1919 to 2005. The WCA retained all mortgage and loan agreements, and payment information, allowing researchers to see when the WCA purchased its house and exactly how long it took to pay off the house and loan. The WCA donated multiple ledgers and accounting books, which are stored separately in oversized, flat boxes.

Title/Description	Instances	
Journal and Cash Book, 1910-1920	Oversized 3	
Bank Passbooks, 1910-1993	Card-File 5	
General Receipts and Expenses, 1910	Box 1 (2-Financials)	Folder 1
General Receipts and Expenses, 1911	Box 1 (2-Financials)	Folder 2
Literature Department Expenses, 1911	Box 1 (2-Financials)	Folder 3
NYS Federation of Women's Club Convention and Membership Dues, 1911-1974	Box 1 (2-Financials)	Folder 4
House Committee Expenses, 1911-1914/1918	Box 1 (2-Financials)	Folder 5
Costumes Committee Expenses, 1912	Box 1 (2-Financials)	Folder 6
General Receipts and Expenses, 1912	Box 1 (2-Financials)	Folder 7
Printing Committee Expenses, 1912		

	Box 1 (2-Financials)	Folder 8
Public Education Expenses, 1912	Box 1 (2-Financials)	Folder 9
Social and Industrial Department Receipts, 1912	Box 1 (2-Financials)	Folder 10
Home Economics Department Expenses, 1912-1914	Box 1 (2-Financials)	Folder 11
Financial Correspondence and Expenses of the Dramatic Department and Language Department, 1912-1914	Box 1 (2-Financials)	Folder 12
Hotel Hampton Bills and Various Receipts, 1912-1914	Box 1 (2-Financials)	Folder 13
Financial Correspondence (1 of 4), 1912-1996	Box 1 (2-Financials)	Folder 14
Financial Correspondence (2 of 4), 1912-1996	Box 1 (2-Financials)	Folder 15
Financial Correspondence (3 of 4), 1912-1996	Box 1 (2-Financials)	Folder 16
Financial Correspondence (4 of 4), 1912-1996	Box 1 (2-Financials)	Folder 17
Office and Treasurer Reports (1 of 6), 1912-2009Undated	Box 1 (2-Financials)	Folder 18
Office and Treasurer Reports (2 of 6), 1912-2009Undated	Box 1 (2-Financials)	Folder 19
Office and Treasurer Reports (3 of 6), 1912-2009Undated	Box 1 (2-Financials)	Folder 20
Office and Treasurer Reports (4 of 6), 1912-2009Undated	Box 1 (2-Financials)	Folder 21
Office and Treasurer Reports (5 of 6), 1912-2009Undated	Box 1 (2-Financials)	Folder 22
Office and Treasurer Reports (6 of 6), 1912-2009Undated	Box 1 (2-Financials)	Folder 23
Parliamentary Law Expenses and Rentals, 19121914-1915	Box 1 (2-Financials)	Folder 24
General Receipts and Expenses, 1913	Box 1 (2-Financials)	Folder 25
Handwritten Financial Statements, 1913-1915	Box 1 (2-Financials)	Folder 26
Municipal Welfare Department, and Social and Industrial Department Expenses, 1913-1915	Box 1 (2-Financials)	Folder 27
Music Department Expenses, 1913-19151917-1918		

	Box 1 (2-Financials)	Folder 28
Notice of Membership Dues, 191319241934Undated	Box 1 (2-Financials)	Folder 29
General Receipts and Expenses, 1914	Box 1 (2-Financials)	Folder 30
Civic Section, Municipal Welfare Department Expenses, 1914-1915	Box 1 (2-Financials)	Folder 31
Language Department Expenses, 1914-1915	Box 1 (2-Financials)	Folder 32
Office and Unclassified Expenses, 1914-1915	Box 1 (2-Financials)	Folder 33
French Department Expenses, 1914-1915	Box 1 (2-Financials)	Folder 34
Social Committee Expenses, 1914-1915	Box 1 (2-Financials)	Folder 35
Fine Arts Department Expenses, 1915	Box 1 (2-Financials)	Folder 36
Garden Department Expenses, 1915	Box 1 (2-Financials)	Folder 37
General Receipts and Expenses, 1915	Box 1 (2-Financials)	Folder 38
Municipal Welfare Department Expenses, 1915-1916	Box 1 (2-Financials)	Folder 39
Insurance Policies and Payments, 1915-1929	Box 1 (2-Financials)	Folder 40
General Receipts and Expenses, 1916	Box 1 (2-Financials)	Folder 41
Literature Department Expenses, 1916	Box 1 (2-Financials)	Folder 42
Supervised Dances, Gifts, Contributions, and Relief Committee Expenses, 1916	Box 1 (2-Financials)	Folder 43
Printing, Stationary, and Yearbook Receipts, 1916-1917	Box 1 (2-Financials)	Folder 44
Parliamentary Law Department Expenses, 1916-1917	Box 1 (2-Financials)	Folder 45
Fine Arts Department Expenses, 1916-1917	Box 1 (2-Financials)	Folder 46
Gift Contributions and Supervised Dances Expenses, 1916-1917	Box 1 (2-Financials)	Folder 47
Language Department Expenses, 1916-1917		

	Box 1 (2-Financials)	Folder 48
Housing Committee and Literature Department Receipts, 1916-1917	Box 1 (2-Financials)	Folder 49
Domestic Arts and Sciences Department Expenses, 1916-1917	Box 1 (2-Financials)	Folder 50
Social Committee Receipts, 1916-1917	Box 1 (2-Financials)	Folder 51
Municipal Welfare Department Expenses, 1916-1917	Box 1 (2-Financials)	Folder 52
Department of Registrations Expenses, 1917	Box 2 (2-Financials)	Folder 1
Bank Statements, 1917Undated	Oversized 2	Folder 2
Fine Arts Department Expenses, 1917	Box 2 (2-Financials)	Folder 2
General Receipts and Expenses, 1917	Box 2 (2-Financials)	Folder 3
Peace and Patriotism Committee Expenses, 1917	Box 2 (2-Financials)	Folder 4
Social Committee Expenses, 1917	Box 2 (2-Financials)	Folder 5
Culinary Science Section and House Arts and Crafts Section Expenses, 1917-1918	Box 2 (2-Financials)	Folder 6
Yearbook Committee Expenses, 19171919-1920	Box 2 (2-Financials)	Folder 7
Bank Statements, 1917-1920ca. 1910s	Box 2 (2-Financials)	Folder 8
Handwritten Financial Statements, 1917-1926Undated	Oversized 2	Folder 3
Audit Information, 19171923-192719301977	Box 2 (2-Financials)	Folder 9
General Receipts and Expenses, 1918	Box 2 (2-Financials)	Folder 10
Art Department Expenses, 1918-1919	Box 2 (2-Financials)	Folder 11
Office Expenses, 1918-1919	Box 2 (2-Financials)	Folder 12
Parliamentary Law Expenses and Misc. Receipts, 1918-1919	Box 2 (2-Financials)	Folder 13
Supervised Dance Expenses and Various Receipts, 1918-1919		

	Box 2 (2-Financials)	Folder 14
Legal Matters of Deceased Members' Estates - [RESTRICTED], 191819531977-1979	Box 2 (2-Financials)	Folder 15
<u>Conditions Governing Access:</u> <b>Conditions Governing Access</b> <p>Must consult archivist before viewing this material.</p>		
General Receipts and Expenses, 1919	Box 2 (2-Financials)	Folder 16
Municipal Welfare Department Expenses, 1919	Box 2 (2-Financials)	Folder 17
Housing Committee and Literature Department Expenses, 1919	Box 2 (2-Financials)	Folder 18
Arts and Crafts Section Expenses, 1919	Box 2 (2-Financials)	Folder 19
Loan Papers, 1919-19221930	Box 2 (2-Financials)	Folder 20
Literature Department Expenses, 1919-1920	Box 2 (2-Financials)	Folder 21
Mortgage Paperwork and Payments, 1919-19211925-1938	Box 2 (2-Financials)	Folder 22
City of Albany Taxes (1 of 2), 1919-1999	Box 2 (2-Financials)	Folder 23
City of Albany Taxes (2 of 2), 1919-1999	Box 2 (2-Financials)	Folder 24
General Receipts and Expenses, 1920	Box 2 (2-Financials)	Folder 25
Membership Committee Expenses, 1920	Box 2 (2-Financials)	Folder 26
Parliamentary Law Department Expenses, 1920	Box 2 (2-Financials)	Folder 27
Fine Arts Department Expenses, 1920-1921	Box 2 (2-Financials)	Folder 28
Office Expenses and Language Department Expenses, 1920-1921	Box 2 (2-Financials)	Folder 29
Social Committee Expenses, 1920-19211923	Box 2 (2-Financials)	Folder 30
General Receipts and Expenses, 1921	Box 2 (2-Financials)	Folder 31
Bank Statements, 1921-1922		

	Box 2 (2-Financials)	Folder 32
Music Section Expenses, 1921-1922	Box 2 (2-Financials)	Folder 33
Parliamentary Law Department Expenses, 1921-1922	Box 2 (2-Financials)	Folder 34
Receipts and Annual Reports of Various Committees, 1921-1927	Box 2 (2-Financials)	Folder 35
General Receipts and Expenses, 1922	Box 2 (2-Financials)	Folder 36
Courtesy Committee and Emergency Committee Expenses, 1922-1923	Box 2 (2-Financials)	Folder 37
Fine Art Department Expenses, 1922-1923	Box 2 (2-Financials)	Folder 38
Parliamentary Law Department Expenses, 1922-1923	Box 2 (2-Financials)	Folder 39
Entertainment Committee Expenses, 1923	Box 2 (2-Financials)	Folder 40
General Receipts and Expenses, 1923	Box 2 (2-Financials)	Folder 41
Parliamentary Law Department Expenses, 1923-1924	Box 2 (2-Financials)	Folder 42
Municipal Welfare Department Expenses, 1923-1924	Box 2 (2-Financials)	Folder 43
Unbound Accounting Ledger Pages, 1923-1924	Box 2 (2-Financials)	Folder 44
Bank Statements, 1923-1925	Box 2 (2-Financials)	Folder 45
Music Department Expenses, 1923-1927-1929	Box 2 (2-Financials)	Folder 46
Fine Arts Department Expenses, 1924	Box 2 (2-Financials)	Folder 47
General Receipts and Expenses, 1924	Box 2 (2-Financials)	Folder 48
Parliamentary Law Department Expenses, 1924-1925	Box 2 (2-Financials)	Folder 49
Municipal Welfare Department Expenses, 1924-1925	Box 2 (2-Financials)	Folder 50
Literature Department Expenses, 1924-1925	Box 2 (2-Financials)	Folder 51
Albany Chamber of Commerce Dues, 1924-1931		



	Box 2 (2-Financials)	Folder 52
General Receipts and Expenses, 1925	Box 2 (2-Financials)	Folder 53
Hospitality Committee and Misc. Expenses, 1925-1926	Box 2 (2-Financials)	Folder 54
Cash Book, 1925-1938	Oversized 3	
General Receipts and Expenses, 1926	Box 2 (2-Financials)	Folder 55
General Receipts and Expenses, 1926	Box 3 (2-Financials)	Folder 1
Parliamentary Law Department Expenses, 1926-1927	Box 3 (2-Financials)	Folder 2
Public Health and Public Education Committees Expenses, 1926-1927	Box 3 (2-Financials)	Folder 3
Social Committee Expenses, 1926-1927	Box 3 (2-Financials)	Folder 4
Fine Arts Department Expenses, 1926-1928	Box 3 (2-Financials)	Folder 5
Ledger, 1926-1936	Box 3 (2-Financials)	Folder 6
General Receipts and Expenses, 1927	Box 3 (2-Financials)	Folder 7
Social Committee Expenses, 1927-1928	Box 3 (2-Financials)	Folder 8
Municipal Welfare Department, Public Health and Public Education Committees Expenses, 1927-1928	Box 3 (2-Financials)	Folder 9
Deforestation Section Expenses, 1927-1928	Box 3 (2-Financials)	Folder 10
Garden Department Expenses, 1927-1929	Box 3 (2-Financials)	Folder 11
Rentals, 1927-1938	Box 3 (2-Financials)	Folder 12
Literature Department Expenses, 1927-19291931	Box 3 (2-Financials)	Folder 13
Social and Industrial Department Expenses, 19271929-1930	Box 3 (2-Financials)	Folder 14
Civic Section, Municipal Welfare Department Expenses, 19271934Undated	Box 3 (2-Financials)	Folder 15
General Receipts and Expenses, 1928		

	Box 3 (2-Financials)	Folder 16
General Receipts and Expenses, 1929	Box 3 (2-Financials)	Folder 17
Business Meetings and Club Day Expenses and Various Receipts, 1930	Box 3 (2-Financials)	Folder 18
Conservation Department Expenses, 1930	Box 3 (2-Financials)	Folder 19
General Receipts and Expenses, 1930	Box 3 (2-Financials)	Folder 20
Garden Department Expenses, 1930-1931	Box 3 (2-Financials)	Folder 21
Public Education Department Expenses, 1930-1931	Box 3 (2-Financials)	Folder 22
House Committee Expenses, 1930-19311936-1937Undated	Box 3 (2-Financials)	Folder 23
Bank Statements, 1930-19321934	Box 3 (2-Financials)	Folder 24
Insurance Policies and Payments, 1930-1939	Box 3 (2-Financials)	Folder 25
General Receipts and Expenses, 1931	Box 3 (2-Financials)	Folder 26
Hospitality Committee Expenses, 1931	Box 3 (2-Financials)	Folder 27
Language Department Expenses, 1931	Box 3 (2-Financials)	Folder 28
Business Meetings and Club Day Expenses, 1931-1932	Box 3 (2-Financials)	Folder 29
Conservation Department Expenses, 1931-1932	Box 3 (2-Financials)	Folder 30
Garden Department Expenses, 1931-1932	Box 3 (2-Financials)	Folder 31
Dramatic Department and Music Department Expenses, 1931-1932	Box 3 (2-Financials)	Folder 32
Social Committee Expenses, 1931-1933	Box 3 (2-Financials)	Folder 33
General Receipts and Expenses, 1932	Box 3 (2-Financials)	Folder 34
Garden Department Expenses, 1932-1933	Box 3 (2-Financials)	Folder 35
Art Department Expenses, 1932-19341940Undated		

	Box 3 (2-Financials)	Folder 36
General Receipts and Expenses, 1933	Box 3 (2-Financials)	Folder 37
Garden Department Expenses, 1933-1935	Box 3 (2-Financials)	Folder 38
Social Committee Expenses and Receipts, 1933-1934	Box 3 (2-Financials)	Folder 39
Conservation Department Expenses, 1933-1934	Box 3 (2-Financials)	Folder 40
Dramatic Department Expenses, 1933-193419361939	Box 3 (2-Financials)	Folder 41
Music Department Expenses, 1933-1934	Box 3 (2-Financials)	Folder 42
Municipal Welfare Department Expenses, 1933-1936Undated	Box 3 (2-Financials)	Folder 43
Hospitality Committee Expenses, 1933-19341937	Box 3 (2-Financials)	Folder 44
General Receipts and Expenses, 1934	Box 3 (2-Financials)	Folder 45
General Receipts and Expenses, 1935	Box 3 (2-Financials)	Folder 46
Bank Statements, 1935-1939	Box 3 (2-Financials)	Folder 47
General Receipts and Expenses, 1936	Box 3 (2-Financials)	Folder 48
Ledger, 1936-1943	Box 3 (2-Financials)	Folder 49
Altruistic Committee Ledger, 1936-1946	Box 4 (2-Financials)	Folder 1
General Receipts and Expenses, 1937	Box 4 (2-Financials)	Folder 2
General Receipts and Expenses, 1938	Box 4 (2-Financials)	Folder 3
Cash Book, 1938-1947	Box 4 (2-Financials)	Folder 4
General Receipts and Expenses, 1939	Box 4 (2-Financials)	Folder 5
American Home Department Expenses, 1939-1940Undated	Box 4 (2-Financials)	Folder 6
Garden Department Expenses, 1939-1940Undated		

	Box 4 (2-Financials)	Folder 7
Language and Literature Department Expenses, 1939-1940Undated	Box 4 (2-Financials)	Folder 8
General Receipts and Expenses, 1940	Box 4 (2-Financials)	Folder 9
Social Committee Expenses for Business Meetings, 1940	Box 4 (2-Financials)	Folder 10
Bank Statements, 1940-1943	Box 4 (2-Financials)	Folder 11
Insurance Policies and Payments (1 of 2), 1940-1946	Box 4 (2-Financials)	Folder 12
Insurance Policies and Payments (2 of 2), 1940-1946	Box 4 (2-Financials)	Folder 13
General Receipts and Expenses, 1941	Box 4 (2-Financials)	Folder 14
General Receipts and Expenses, 1942	Box 4 (2-Financials)	Folder 15
Ledger, 1943-1950	Box 4 (2-Financials)	Folder 16
Cash Book, 1946-1947	Box 4 (2-Financials)	Folder 17
Sales Accounts, 1946-1947	Box 4 (2-Financials)	Folder 18
Bank Statements, 1946-1949	Box 4 (2-Financials)	Folder 19
Rentals, 1946-1949	Box 4 (2-Financials)	Folder 20
Day Book/Cash Book, 1947-1960	Oversized 3	
Completed Forms on Behalf of Employees, 19481972	Box 4 (2-Financials)	Folder 21
General Receipts and Expenses, 1949	Box 4 (2-Financials)	Folder 22
Rentals, 1949-1950	Box 4 (2-Financials)	Folder 23
General Receipts and Expenses, 1950	Box 4 (2-Financials)	Folder 24
Ledger, 1950-1957	Box 4 (2-Financials)	Folder 25
Bank Statements, 19501952-1955		

	Box 4 (2-Financials)	Folder 26
General Receipts and Expenses, 1951	Box 4 (2-Financials)	Folder 27
Youth Co-Operation Department Card Party Expenses, 1951	Box 4 (2-Financials)	Folder 28
Insurance Policies and Payments, 1951-1964	Box 4 (2-Financials)	Folder 29
General Receipts and Expenses, 1952	Box 4 (2-Financials)	Folder 30
Bazaar Card Party Expenses, 1953	Box 4 (2-Financials)	Folder 31
Garden Department Flower Show Expenses, 1953	Box 4 (2-Financials)	Folder 32
General Receipts and Expenses, 1953	Box 4 (2-Financials)	Folder 33
General Receipts and Expenses, 1954	Box 4 (2-Financials)	Folder 34
General Receipts and Expenses, 1955	Box 4 (2-Financials)	Folder 35
Report on Safety Deposit Box, 1955	Box 4 (2-Financials)	Folder 36
Ledger, 1956-1960	Box 4 (2-Financials)	Folder 37
General Receipts and Expenses, 1958	Box 4 (2-Financials)	Folder 38
Messenger Expenses, 195919641972-1973Undated	Box 4 (2-Financials)	Folder 39
Ledger, 1960-1962	Box 4 (2-Financials)	Folder 40
Cash Book, 1961-1975	Oversized 3	
Federal Tax Returns and IRS Correspondence, 1961-19661972-19731994-2009	Box 4 (2-Financials)	Folder 41
Membership Dues Ledger, 1962-1998	Oversized 4	
General Receipts and Expenses, 1964	Box 5 (2-Financials)	Folder 1
Rentals, 1964-1965	Box 5 (2-Financials)	Folder 2
NYS Women's Legislative Form Dues, 1964-1971Undated	Box 5 (2-Financials)	Folder 3
Tax Exemption Forms (1 of 2), 1964-2008		

	Box 5 (2-Financials)	Folder 4
Tax Exemption Forms (2 of 2), 1964-2008	Box 5 (2-Financials)	Folder 5
General Receipts and Expenses, 1965	Box 5 (2-Financials)	Folder 6
Bank Statements, 1965-1969	Box 5 (2-Financials)	Folder 7
Insurance Policies and Payments, 1965-1976	Box 5 (2-Financials)	Folder 8
General Receipts and Expenses, 1966	Box 5 (2-Financials)	Folder 9
Budget, 1966-19761996Undated	Box 5 (2-Financials)	Folder 10
General Receipts and Expenses, 1967	Box 5 (2-Financials)	Folder 11
General Receipts and Expenses, 1968	Box 5 (2-Financials)	Folder 12
General Receipts and Expenses, 1969	Box 5 (2-Financials)	Folder 13
General Receipts and Expenses, 1970	Box 5 (2-Financials)	Folder 14
Lease on the Woman's Club Property, 1970-19711995	Box 5 (2-Financials)	Folder 15
Bank Statements, 1970-1974	Box 5 (2-Financials)	Folder 16
General Receipts and Expenses, 1971	Box 5 (2-Financials)	Folder 17
General Receipts and Expenses, 1972	Box 5 (2-Financials)	Folder 18
General Receipts and Expenses, 1973	Box 5 (2-Financials)	Folder 19
Financial Ledger, 1973-1990	Box 5 (2-Financials)	Folder 20
General Receipts and Expenses, 1974	Box 5 (2-Financials)	Folder 21
General Receipts and Expenses, 1975	Box 5 (2-Financials)	Folder 22
Bank Statements, 1975-1978	Box 5 (2-Financials)	Folder 23
Church Receipts, 1975-1978Undated		

	Box 5 (2-Financials)	Folder 24
General Receipts and Expenses, 1976	Box 5 (2-Financials)	Folder 25
Account Book, 1976-1982	Oversized 4	
General Receipts and Expenses, 1977	Box 5 (2-Financials)	Folder 26
General Receipts and Expenses, 1978	Box 5 (2-Financials)	Folder 27
Resolution by Board for Bank and Banking Responsibilities, 1978	Box 5 (2-Financials)	Folder 28
Bank Statements, 1978-1982	Box 5 (2-Financials)	Folder 29
General Receipts and Expenses, 1979	Box 5 (2-Financials)	Folder 30
General Receipts and Expenses, 1980	Box 5 (2-Financials)	Folder 31
Completed Grant Applications, 1980-19811991-1992	Box 5 (2-Financials)	Folder 32
Insurance Policies and Payments, 1980-1994	Box 6 (2-Financials)	Folder 1
General Receipts and Expenses, 1981	Box 6 (2-Financials)	Folder 2
General Receipts and Expenses, 1982	Box 6 (2-Financials)	Folder 3
General Receipts and Expenses, 1983	Box 6 (2-Financials)	Folder 4
Bank Statements, 1983-1989	Box 6 (2-Financials)	Folder 5
General Receipts and Expenses, 1984	Box 6 (2-Financials)	Folder 6
General Receipts and Expenses, 1985	Box 6 (2-Financials)	Folder 7
General Receipts and Expenses, 1986	Box 6 (2-Financials)	Folder 8
General Receipts and Expenses, 1987	Box 6 (2-Financials)	Folder 9
General Receipts and Expenses, 1988	Box 6 (2-Financials)	Folder 10
General Receipts and Expenses, 1989		

	Box 6 (2-Financials)	Folder 11
General Receipts and Expenses, 1990	Box 6 (2-Financials)	Folder 12
Bank Statements, 1990-1995	Box 6 (2-Financials)	Folder 13
Cash Book, 1990-1996	Box 6 (2-Financials)	Folder 14
General Receipts and Expenses, 1991	Box 6 (2-Financials)	Folder 15
General Receipts and Expenses, 1992	Box 6 (2-Financials)	Folder 16
General Receipts and Expenses, 1993	Box 6 (2-Financials)	Folder 17
General Receipts and Expenses, 1994	Box 6 (2-Financials)	Folder 18
Legal Advice, 1994-1996	Box 5 (2-Financials)	Folder 19
General Receipts and Expenses, 1995	Box 6 (2-Financials)	Folder 20
Insurance Policies and Payments, 1995-2005	Box 6 (2-Financials)	Folder 21
General Receipts and Expenses, 1996	Box 6 (2-Financials)	Folder 22
Bank Statements, 1996-1999	Box 6 (2-Financials)	Folder 23
Cash Book, 1996-2000	Box 6 (2-Financials)	Folder 24
Card Party Expenses, 1997	Box 6 (2-Financials)	Folder 25
General Receipts and Expenses, 1997	Box 6 (2-Financials)	Folder 26
General Receipts and Expenses, 1998	Box 6 (2-Financials)	Folder 27
Bank Statements, 1999-2000	Box 6 (2-Financials)	Folder 28
General Receipts and Expenses, 1999	Box 6 (2-Financials)	Folder 29
General Receipts and Expenses, 2000	Box 6 (2-Financials)	Folder 30
Bank Statements, 2000-2005		



	Box 6 (2-Financials)	Folder 31
General Receipts and Expenses, 2001	Box 6 (2-Financials)	Folder 32
General Receipts and Expenses, 2004	Box 6 (2-Financials)	Folder 33
General Receipts and Expenses, 2005	Box 6 (2-Financials)	Folder 34
Financial Statements, 2007	Box 6 (2-Financials)	Folder 35
General Receipts and Expenses, Undated	Box 6 (2-Financials)	Folder 36
Member Expenses Book, Undated	Box 7 (2-Financials)	Folder 1
Music Section Expenses, Undated	Box 7 (2-Financials)	Folder 2
Sales Book, Undated	Box 7 (2-Financials)	Folder 3
Social Committee Expenses, Undated	Box 7 (2-Financials)	Folder 4

[^ Return to Table of Contents](#)

## Departments and Committees, 1911-2009

Physical Description: 1.21 cubic ft.

### Arrangement

Arranged chronologically.

### Scope and Contents

This series contains the annual reports of different departments and committees. The reports give news about each department or committee from the year, and their respective future plans. Most reports are typed, but some of the original handwritten reports sent to the Board secretary are included as well. In addition, there are meeting minutes from select committees.

Title/Description	Instances	
Dramatic Department, 1911-1915Undated	Box 1 (3-Departments and Committees)	Folder 1
Parliamentary Law Department Minutes, 1912-1918	Box 1 (3-Departments	Folder 2

	and Committees)	
Municipal Welfare Department Book, 1913-1918	Oversized 5	
Meeting Minutes, 1919	Box 1 (3- Departments and Committees)	Folder 3
Department and Committees Directory, Lists of Duties and Committee Rules, 1919-1946Undated	Box 1 (3- Departments and Committees)	Folder 4
Annual Reports of the Departments, 1920-1921	Box 1 (3- Departments and Committees)	Folder 5
Annual Reports of the Departments, 1921-1922	Box 1 (3- Departments and Committees)	Folder 6
Annual Reports of the Departments, 1922-1923	Box 1 (3- Departments and Committees)	Folder 7
Travelers' Aid Committee, 1922-1924Undated	Box 1 (3- Departments and Committees)	Folder 8
Original Annual Committee Reports, 1923-1924	Box 1 (3- Departments and Committees)	Folder 9
Typewritten Annual Committee Reports, 1923-1924	Box 1 (3- Departments and Committees)	Folder 10
<i>A Program of Community Study</i> , Possibly Used by Municipal Welfare Department, 1924	Box 1 (3- Departments and Committees)	Folder 11
Annual Reports of the Departments (1 of 2), 1924-1925	Box 1 (3- Departments and Committees)	Folder 12
Annual Reports of the Departments (2 of 2), 1924-1925	Box 1 (3- Departments	Folder 13

	and Committees)	
Annual Reports of the Departments (1 of 2), 1925-1928	Box 1 (3- Departments and Committees)	Folder 14
Annual Reports of the Departments (2 of 2), 1925-1928	Box 1 (3- Departments and Committees)	Folder 15
Garden Section Yearbook, 1927-1928	Box 1 (3- Departments and Committees)	Folder 16
Annual Committee Reports (1 of 2), 1928-1934	Box 1 (3- Departments and Committees)	Folder 17
Annual Committee Reports (2 of 2), 1928-1934	Box 1 (3- Departments and Committees)	Folder 18
Secretary Report and Garden Section Reports, 1931-1942	Box 1 (3- Departments and Committees)	Folder 19
Annual Committee Reports (1 of 2), 1934-1938	Box 1 (3- Departments and Committees)	Folder 20
Annual Committee Reports (2 of 2), 1934-1938	Box 1 (3- Departments and Committees)	Folder 21
Committee Directories, 1935-1941	Box 1 (3- Departments and Committees)	Folder 22
Altruistic Committee, 1937-1941	Box 1 (3- Departments and Committees)	Folder 23
Annual Committee Reports (1 of 2), 1938-1943	Box 1 (3- Departments and Committees)	Folder 24
Annual Committee Reports (2 of 2), 1938-1943	Box 1 (3- Departments	Folder 25

	and Committees)	
Annual Committee Reports, 1944-1951	Box 1 (3- Departments and Committees)	Folder 26
Garden Department, 1950-195119571962	Box 1 (3- Departments and Committees)	Folder 27
Annual Committee Reports, 1952	Box 1 (3- Departments and Committees)	Folder 28
Annual Reports of the Departments, 1956-1957	Box 1 (3- Departments and Committees)	Folder 29
Annual Reports of the Departments, 1957-1958	Box 1 (3- Departments and Committees)	Folder 30
Annual Department Meetings, 1957-1958	Box 1 (3- Departments and Committees)	Folder 31
Annual Reports of the Departments, 1958-1959	Box 1 (3- Departments and Committees)	Folder 32
Annual Reports of the Departments, 1959-1960	Box 1 (3- Departments and Committees)	Folder 33
Annual Reports of the Departments, 1960-1961	Box 1 (3- Departments and Committees)	Folder 34
Annual Reports of the Departments, 1961-1962	Box 1 (3- Departments and Committees)	Folder 35
Annual Reports, 1964-1965	Box 1 (3- Departments and Committees)	Folder 36
Annual Reports, 1965-1966	Box 1 (3- Departments	Folder 37

	and Committees)	
Annual Reports, 1966-1967	Box 1 (3- Departments and Committees)	Folder 38
Annual Reports, 1968-1969	Box 1 (3- Departments and Committees)	Folder 39
Annual Reports, 1969-1970	Box 1 (3- Departments and Committees)	Folder 40
Annual Reports, 1970-1971	Box 1 (3- Departments and Committees)	Folder 41
Garden Department, 1970-1973	Box 1 (3- Departments and Committees)	Folder 42
Department Reports, 1971	Box 1 (3- Departments and Committees)	Folder 43
Committee Lists, 2006	Box 1 (3- Departments and Committees)	Folder 44
Annual Reports, 2009	Box 1 (3- Departments and Committees)	Folder 45
Building Committee Meeting Agenda, 2009	Box 1 (3- Departments and Committees)	Folder 46
Building Committee Report, 2009	Box 1 (3- Departments and Committees)	Folder 47
Communications Committee Report, 2009	Box 1 (3- Departments and Committees)	Folder 48
Housing Committee Rules, Undated	Box 1 (3- Departments	Folder 49

	and Committees)	
Annual Department Reports, Undated	Box 1 (3- Departments and Committees)	Folder 50
Garden Section Annual Report and Member List, Undated	Box 1 (3- Departments and Committees)	Folder 51
International Affairs Annual Report, Undated	Box 1 (3- Departments and Committees)	Folder 52

[^ Return to Table of Contents](#)

## Membership, 1910-2009

Physical Description: 2.4 cubic ft.

### Arrangement

Arranged alphabetically within subseries 1, 2, 4 and 5.

Arranged chronologically within subseries 3.

### Scope and Contents

This series is comprised of five subseries and documents various aspects of Womans Club of Albany membership. There are applications for new members which range from 1938-2004. At first the applications were kept by themselves in stacks by year. Then, starting in 1968, the WCA began attaching a copy the Clubs acceptance letter to the new member application. The last few sets of dates (1994, 1996, 2001, and 2004) revert back to the original filing format; without an acceptance letter attached. These membership applications and acceptance letters are filed chronologically.

The WCA also kept resignation records. It did this in various ways, including index cards and resignation letters. The index cards begin as handwritten cards and transition to typed cards. Amongst the resignations are index cards of members dropped because of unpaid dues. These index cards are grouped into three different categories to maintain original order. Beginning in the 1960s, the WCA started keeping track of resignation letters and letters from the WCA acknowledging the member's resignation. The WCA also kept records of member deaths.

As with Series 7, Publications, the Womans Club of Albany often changed the layout of the information it published. Every year, the Club produced a new membership list. From 1917-1929, the WCA published membership lists as booklets. In 1933 the WCA switched and began publishing membership lists as pamphlets. As the WCA also switched to monthly news pamphlets around this time, it suggests the WCA mailed out a new membership list, with the monthly news, and the Officers, Departments, and Committees Directory pamphlet once every year. From 1968-1971 the Club published a combination of the Officers Directory and membership in a small booklet.

Please note that from 1911-1942 the Womans Club of Albany would typically make the Governor of New Yorks wife an honorary member. This included Eleanor Roosevelt during Franklin Delano Roosevelt's tenure as governor. It is unknown when and why this tradition stopped.

## Early Member Index Cards, 1910-1931

Title/Description	Instances
Index cards, A-Y, 1910-1931, Undated	Card-File 1

## Early Membership Applications and Resignations, 1917-1927

Title/Description	Instances	
Early Membership Applications A, 1917-1925	Box 3 (4-Membership)	Folder 1
Early Membership Applications B, 1917-1924	Box 3 (4-Membership)	Folder 2
Early Membership Applications C, 1917-1925	Box 3 (4-Membership)	Folder 3
Early Membership Applications D, 1917-1925	Box 3 (4-Membership)	Folder 4
Early Membership Applications E, 1917-1923	Box 3 (4-Membership)	Folder 5
Early Membership Applications F, 1917-1923	Box 3 (4-Membership)	Folder 6
Early Membership Applications G, 1917-1923	Box 3 (4-Membership)	Folder 7
Early Membership Applications H, I, &J, 1917-1923	Box 3 (4-Membership)	Folder 8
Early Membership Applications K &L, 1917-1923	Box 3 (4-Membership)	Folder 9
Early Membership Applications M, 1917-1925	Box 3 (4-Membership)	Folder 10
Early Membership Applications N &O, 1917-1923	Box 3 (4-Membership)	Folder 11
Early Membership Applications P &Q, 1917-1923	Box 3 (4-Membership)	Folder 12
Early Membership Applications R, 1917-1925	Box 3 (4-Membership)	Folder 13
Early Membership Applications S, 1917-1923	Box 3 (4-Membership)	Folder 14
Early Membership Applications T, U, &V, 1917-1925	Box 3 (4-Membership)	Folder 15
Early Membership Applications W, 1917-1925		

	Box 3 (4-Membership)	Folder 16
Early Membership Applications Z, 1917-1923	Box 3 (4-Membership)	Folder 17
Early Resignations, A, 1911-1923Undated	Box 3 (4-Membership)	Folder 18
Early Resignations, B, 1915-1923Undated	Box 3 (4-Membership)	Folder 19
Early Resignations, C, 1915-1923Undated	Box 3 (4-Membership)	Folder 20
Early Resignations, D, 1912-1921Undated	Box 3 (4-Membership)	Folder 21
Early Resignations, E &F, 1911-1924Undated	Box 3 (4-Membership)	Folder 22
Early Resignations, G, 1912-1922Undated	Box 3 (4-Membership)	Folder 23
Early Resignations, H, I, &J, 1911-1923Undated	Box 3 (4-Membership)	Folder 24
Early Resignations, K &L, 1912-1924Undated	Box 3 (4-Membership)	Folder 25
Early Resignations, M, 1911-1924Undated	Box 3 (4-Membership)	Folder 26
Early Resignations, N &O, 1916-1922Undated	Box 3 (4-Membership)	Folder 27
Early Resignations, P, 1915-1922Undated	Box 3 (4-Membership)	Folder 28
Early Resignations, R, 1911-1923Undated	Box 3 (4-Membership)	Folder 29
Early Resignations, S, 1911-1920Undated	Box 3 (4-Membership)	Folder 30
Early Resignations, T, U, &V, 1915-1922Undated	Box 3 (4-Membership)	Folder 31
Early Resignations, W &Y, 1911-1923Undated	Box 3 (4-Membership)	Folder 32
Early Resignations, A, 1924-1927	Box 3 (4-Membership)	Folder 33
Early Resignations, B, 1924-1927	Box 3 (4-Membership)	Folder 34
Early Resignations, C, 1924-1927	Box 3 (4-Membership)	Folder 35
Early Resignations, D, 1924-1927		



	Box 3 (4-Membership)	Folder 36
Early Resignations, E &F, 1924-1927	Box 3 (4-Membership)	Folder 37
Early Resignations, G, 1924-1927	Box 3 (4-Membership)	Folder 38
Early Resignations, H, I, &J, 1924-1927	Box 3 (4-Membership)	Folder 39
Early Resignations, K &L, 1924-1927	Box 3 (4-Membership)	Folder 40
Early Resignations, M, 1924-1927	Box 3 (4-Membership)	Folder 41
Early Resignations, P &Q, 1924-1927	Box 3 (4-Membership)	Folder 42
Early Resignations, R, 1924-1927	Box 3 (4-Membership)	Folder 43
Early Resignations, S, 1924-1927	Box 3 (4-Membership)	Folder 44
Early Resignations, T, U, &V, 1924-1927	Box 3 (4-Membership)	Folder 45
Early Resignations, W, 1924-1927	Box 3 (4-Membership)	Folder 46

## Membership Files, 1910-2009

Title/Description	Instances	
New Membership Nominations, 1910	Box 1 (4-Membership)	Folder 1
Membership List Book, 1917-1918	Box 1 (4-Membership)	Folder 2
Membership List Book (1 of 2), 1919-1920	Box 1 (4-Membership)	Folder 3
Membership List Book (2 of 2), 1919-1920	Box 2 (4-Membership)	Folder 4
Resignations, ca.1920s	Box 1 (4-Membership)	Folder 5
Membership List Book ( 1 of 2), 1922	Box 1 (4-Membership)	Folder 6
Membership List Book ( 2 of 2), 1922	Box 1 (4-Membership)	Folder 7
Registration Cards, 1923	Box 1 (4-Membership)	Folder 8

List of Applications and Resignation, 1923

	Box 1 (4-Membership)	Folder 9
List of Resignations, 1923	Box 1 (4-Membership)	Folder 10
New Member Lists, 1923-1924	Box 1 (4-Membership)	Folder 11
Invitation to vote and Election Ballot, 1923-1924	Box 1 (4-Membership)	Folder 12
New Members, 1924	Box 1 (4-Membership)	Folder 13
Membership List Book (1 of 2), 1924	Box 1 (4-Membership)	Folder 14
Membership List Book (2 of 2), 1924	Box 1 (4-Membership)	Folder 15
Paid Membership List, 1924-1925	Box 1 (4-Membership)	Folder 16
Typewritten Membership List, 1925	Box 1 (4-Membership)	Folder 17
Membership List Book (1 of 2), 1925-1926	Box 1 (4-Membership)	Folder 18
Membership List Book (2 of 2), 1925-1926	Box 1 (4-Membership)	Folder 19
Membership List Book (1 of 3), 1926-1927	Box 1 (4-Membership)	Folder 20
Membership List Book (2 of 3), 1926-1927	Box 1 (4-Membership)	Folder 21
Membership List Book (3 of 3), 1926-1927	Box 1 (4-Membership)	Folder 22
Membership List Book, 1927-1928	Box 1 (4-Membership)	Folder 23
Membership List Book, 1928-1929	Box 1 (4-Membership)	Folder 24
Membership List Pamphlet, 19331936-1938	Box 1 (4-Membership)	Folder 25
Blank Election Ballots, 1938	Box 1 (4-Membership)	Folder 26
Membership Applications, 1938	Box 1 (4-Membership)	Folder 27
Membership Applications, 1939	Box 1 (4-Membership)	Folder 28
Membership Applications, 1940		

	Box 1 (4-Membership)	Folder 29
Membership Applications, 1941	Box 1 (4-Membership)	Folder 30
Membership Applications, 1942	Box 1 (4-Membership)	Folder 31
Membership Applications, 1943	Box 1 (4-Membership)	Folder 32
Membership Applications, 1944	Box 1 (4-Membership)	Folder 33
Membership Applications, 1945	Box 1 (4-Membership)	Folder 34
Membership Applications, 1946	Box 1 (4-Membership)	Folder 35
Membership Applications, 1947	Box 1 (4-Membership)	Folder 36
Membership Applications, 1948	Box 1 (4-Membership)	Folder 37
Blank Election Ballots, 1948-1950	Box 1 (4-Membership)	Folder 38
Membership Applications, 1949	Box 2 (4-Membership)	Folder 1
Membership Applications, 1950	Box 2 (4-Membership)	Folder 2
Membership Applications, 1951	Box 2 (4-Membership)	Folder 3
Membership Applications, 1952	Box 2 (4-Membership)	Folder 4
Membership Applications, 1953	Box 2 (4-Membership)	Folder 5
Blank Election Ballots, 1953-1954	Box 2 (4-Membership)	Folder 6
Membership Applications and Resignations, 1954	Box 2 (4-Membership)	Folder 7
Membership List, 1954-1955	Box 2 (4-Membership)	Folder 8
Special Meeting of the Membership, 1955	Box 2 (4-Membership)	Folder 9
List of "Exes", 1955	Box 2 (4-Membership)	Folder 10
Membership Applications, 1955		

	Box 2 (4-Membership)	Folder 11
Membership Applications, 1956	Box 2 (4-Membership)	Folder 12
Membership List, 1956-1957	Box 2 (4-Membership)	Folder 13
Membership Applications, 1957	Box 2 (4-Membership)	Folder 14
Membership List, 1957-1958	Box 2 (4-Membership)	Folder 15
Membership Applications, 1958	Box 2 (4-Membership)	Folder 16
Blank Election Ballots, 1958	Box 2 (4-Membership)	Folder 17
New Member List, 1958-1959	Box 2 (4-Membership)	Folder 18
Membership List Pamphlets, 1958-1960	Box 2 (4-Membership)	Folder 19
Membership Applications, 1959	Box 2 (4-Membership)	Folder 20
Membership Totals, 1959-1960	Box 2 (4-Membership)	Folder 21
Membership Applications, 1960	Box 2 (4-Membership)	Folder 22
Blank Election Ballot and Tally of Votes, 1960	Box 2 (4-Membership)	Folder 23
Membership List Pamphlets, 1960-1962	Box 2 (4-Membership)	Folder 24
Election Ballot and Tally of Votes, 1961	Box 2 (4-Membership)	Folder 25
Membership Applications, 1961	Box 2 (4-Membership)	Folder 26
Resignations, 1961	Box 2 (4-Membership)	Folder 27
Blank Election Ballot, 1962	Box 2 (4-Membership)	Folder 28
Membership Applications, 1962	Box 2 (4-Membership)	Folder 29
Membership Applications, 1963	Box 2 (4-Membership)	Folder 30
Membership Applications, 1964		

	Box 2 (4-Membership)	Folder 31
Membership Applications, 1965	Box 2 (4-Membership)	Folder 32
Resignations, 1965-1971	Box 2 (4-Membership)	Folder 33
Membership Applications, 1966	Box 2 (4-Membership)	Folder 34
Membership Applications, 1967	Box 2 (4-Membership)	Folder 35
Membership Applications, 1968	Box 2 (4-Membership)	Folder 36
Election Results, 1968	Box 2 (4-Membership)	Folder 37
Membership Applications and Acceptance Letters, 1968-1970	Box 2 (4-Membership)	Folder 38
Membership List Pamphlets, 1968-1971	Box 2 (4-Membership)	Folder 39
Election Ballot and Tally, 1970	Box 2 (4-Membership)	Folder 40
Membership Applications and Acceptance Letters, 1970-1971	Box 2 (4-Membership)	Folder 41
Resignations, 1970-1971	Box 2 (4-Membership)	Folder 42
New Members and Resigned Members Lists, 1971	Box 2 (4-Membership)	Folder 43
Membership Applications and Acceptance Letters, 1972-1976	Box 2 (4-Membership)	Folder 44
Resignations, 1972-1975	Box 2 (4-Membership)	Folder 45
Resignations, 1976-1979-1980	Box 2 (4-Membership)	Folder 46
Club Inquiry and Survey, 1977	Box 2 (4-Membership)	Folder 47
Membership Applications, 1977-1979	Box 2 (4-Membership)	Folder 48
Club Inquiry and Survey, 1979-1980	Box 2 (4-Membership)	Folder 49
List of Club Members, 1981	Box 2 (4-Membership)	Folder 50
List of Resignations and Deceased, 1982-1983		

	Box 2 (4-Membership)	Folder 51
Membership List, 1983-1984	Box 2 (4-Membership)	Folder 52
Resignations, 1984-1989Undated	Box 2 (4-Membership)	Folder 53
Membership List, 1985-1986	Box 2 (4-Membership)	Folder 54
Membership List, 1986-1987	Box 2 (4-Membership)	Folder 55
Blank Election Ballots, 1987	Box 2 (4-Membership)	Folder 56
Blank Election Ballots, 1989	Box 2 (4-Membership)	Folder 57
Blank Election Ballots, 1990	Box 2 (4-Membership)	Folder 58
Resignations, 1990-1996199820022004	Box 2 (4-Membership)	Folder 59
Club Member Incentives, ca. 1995	Box 2 (4-Membership)	Folder 60
Membership Applications, 1995	Box 2 (4-Membership)	Folder 61
Membership Roster, 1995-1996	Box 2 (4-Membership)	Folder 62
Membership Applications, 1996	Box 2 (4-Membership)	Folder 63
Membership Applications, 2001	Box 2 (4-Membership)	Folder 64
Membership Applications, 2004	Box 2 (4-Membership)	Folder 65
Membership Roster, 2006	Box 2 (4-Membership)	Folder 66
Membership Roster, 2008-2009	Box 2 (4-Membership)	Folder 67
Membership Renewal Applications, 2009	Box 2 (4-Membership)	Folder 68
Returning Members, 2009	Box 2 (4-Membership)	Folder 69
Blank Membership Applications (1 of 2), Undated	Box 2 (4-Membership)	Folder 70
Blank Membership Applications (1 of 2), Undated		

	Box 2 (4-Membership)	Folder 71
In Memoriam, Listing of Deceased Members Between 1911 and 1943, Undated	Box 2 (4-Membership)	Folder 72
Membership Applications, Undated	Box 2 (4-Membership)	Folder 73
Membership List, Undated	Box 2 (4-Membership)	Folder 74
Resignations, Undated	Box 2 (4-Membership)	Folder 75

## Resignations and Dropped Members Index Cards, 1914-1954

Title/Description	Instances
Index cards, A-K, Predominantly Typed, 1914-1954	Card-File 2
Index cards, L-V, Predominantly Typed, 1914-1954	Card-File 3
Index cards, A-Z, Handwritten, 1914-1954	Card-File 4

## Deceased Members Index Cards, 1914-1985

Title/Description	Instances
Deceased Members Index Cards, A-B, 1914-1952	Box 2 (4-Membership) Folder 76
Deceased Members Index Cards, C-E, 1914-1962	Box 2 (4-Membership) Folder 77
Deceased Members Index Cards, F-H, 1912-1963	Box 2 (4-Membership) Folder 78
Deceased Members Index Cards, J-L, 1911-1985	Box 2 (4-Membership) Folder 79
Deceased Members Index Cards, M-O, 1914-1961	Box 2 (4-Membership) Folder 80
Deceased Members Index Cards, P-R, 1919-1957	Box 2 (4-Membership) Folder 81
Deceased Members Index Cards, S-T, 1911-1953	Box 2 (4-Membership) Folder 82
Deceased Members Index Cards, V-Y, 1913-1953	Box 2 (4-Membership) Folder 83

[^ Return to Table of Contents](#)

## Scrapbooks, 1910-2007

Physical Description: 5.07 cubic ft. 1 Digital Files

## Arrangement

Arranged chronologically.

## Scope and Contents

This series contains scrapbooks and albums created by The Woman's Club of Albany. Books contain photographs, clippings, correspondence, newsletters, and other artifacts documenting events and activities at the Club. Initially members created a scrapbook every year.

While this finding aid lists all the scrapbooks, not every scrapbook is available to be viewed by researchers. Early scrapbooks and a select number of later ones are very fragile and under review for possible conservation treatment. Those unavailable for review are noted as such.

Title/Description	Instances
<p>Portraits of the Womens [sic] Club of Albany, Inc., 1910</p> <p><u>Physical Description:</u> 98.55 MB</p> <p><u>Digital Object:</u> <a href="#">Portraits of the Womens [sic] Club of Albany, Inc.</a></p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Currently unavailable to be reviewed because of present physical condition. Digital use copy.</p>	Oversized 9
<p>Scrapbook, 1910-1911</p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Currently unavailable to be reviewed because of present physical condition.</p>	Oversized 10
<p>Scrapbook, 1911-1912</p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Currently unavailable to be reviewed because of present physical condition.</p>	Oversized 11
<p>Scrapbook, Drama Department, 1911-1916</p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Currently unavailable to be reviewed because of present physical condition.</p>	Oversized 12
<p>Scrapbook, Children's Garden Committee, 1912-1916</p>	Oversized 13
<p>Scrapbook, 1912-1913</p> <p><u>Conditions Governing Access:</u></p>	Oversized 14



## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1914-1915

Oversized 15

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1915-1916

Oversized 16

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1916-1917

Oversized 17

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1917-1918

Oversized 18

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1918-1919

Oversized 19

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1919-1920

Oversized 20

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1920-1921

Oversized 21

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1921-1922

Oversized 22

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1922-1923

Oversized 23

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1923-1924

Oversized 24

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1924-1925

Oversized 25

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1925-1926

Oversized 26

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1926-1927

Oversized 27

Conditions Governing Access:

### Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1927-1928

Oversized 28

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1928-1929

Oversized 29

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1929-1930

Oversized 30

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1930-1931

Oversized 31

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1931-1932

Oversized 13

---

Scrapbook, 1932-1933

Oversized 32

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1933-1935

Oversized 33

---

Scrapbook, 1935-1936

Oversized 33

---

Scrapbook, 1936-1938

Oversized 33

---

Scrapbook, 1938-1939

Oversized 34

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

---

Scrapbook, 1939-1941

Oversized 35

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

Scrapbook, 1940-1942	Oversized 36
Scrapbook, 1946-1947	Oversized 37
Scrapbook, 1948-1949	Oversized 38
Scrapbook, 1949-1950	Oversized 38
Scrapbook, 1950-1951	Oversized 39

Conditions Governing Access:

## Conditions Governing Access

Currently unavailable to be reviewed because of present physical condition.

Scrapbook, 1954-1958	Oversized 40
Scrapbook, 1957-1958	Oversized 38
Scrapbook, 1958-1962	Oversized 41
Scrapbook, Juniors of Albany, 1959-1960	Oversized 42
Scrapbook, 1961-1962	Oversized 43
Scrapbook, Juniors of Albany, 1964-1966	Oversized 44
Scrapbook, 1964-1972	Oversized 45
Scrapbook, 1983-1987	Oversized 46
Scrapbook, 1997-2007	Oversized 47

[^ Return to Table of Contents](#)

## Events and Programs, 1912-2010

Physical Description: 1.07 cubic ft.

### Arrangement

Arranged chronologically.

### Scope and Contents

Materials from events and programs hosted by the WCA are included in this series. The majority of the flyers and advertisements for WCA events are from the twenty first century, with one or two from the 1970s and 1990s. This series also contains event calendars from the 1940s, which were most likely sent out to WCA members monthly. The only evidence of earlier events is from playbooks, dramatic journals, and songbooks retained by the Club. These plays were likely purchased by the WCA for a fee to the playwright, and the women performed these one act plays

every few months at an event hosted by the Dramatic Department. Event calendars can also be seen in the *Monthly News*, found in the Publications series.

Title/Description	Instances	
Ticket to Club Performance of <i>Mice and Men</i> , 1912	Box 1 (6-Events and Programs)	Folder 1
<i>The Dramatist Journal</i> Retained by WCA, 1915-1916	Box 1 (6-Events and Programs)	Folder 2
Plays Retained by the Club, 191619321937-1938	Box 1 (6-Events and Programs)	Folder 3
Report on Club Activities, 1921-1925	Box 1 (6-Events and Programs)	Folder 4
Formation Day Celebration Program, ca. 1926	Oversized 2	Folder 4
Resume of Club Activities, 1926-1930	Box 1 (6-Events and Programs)	Folder 5
Event Calendars, 1926	Box 1 (6-Events and Programs)	Folder 6
Art Exhibit, 1927	Box 1 (6-Events and Programs)	Folder 7
Event Calendars, 1927	Box 1 (6-Events and Programs)	Folder 8
Songbooks Retained by the Club, 1927	Box 1 (6-Events and Programs)	Folder 9
Event Calendars, 1928	Box 1 (6-Events and Programs)	Folder 10
Resume of Club Activities, 1931-1935	Box 1 (6-Events and Programs)	Folder 11
Event Calendars, 1934	Box 1 (6-Events and Programs)	Folder 12
25th Anniversary Celebration Program, 1935	Box 1 (6-Events and Programs)	Folder 13
Event Calendars, 1935		

	Box 1 (6-Events and Programs)	Folder 14
Event Calendars, 1936	Box 1 (6-Events and Programs)	Folder 15
Event Calendars, 1937	Box 1 (6-Events and Programs)	Folder 16
Event Calendars, 1938	Box 1 (6-Events and Programs)	Folder 17
Engagement Calendars, 1939-1942	Box 2 (6-Events and Programs)	Folder 1
Plays Retained by the Club, 1940	Box 2 (6-Events and Programs)	Folder 2
Plays Retained by the Club, 1942	Box 2 (6-Events and Programs)	Folder 3
Dramatic Department Performance Programs, 1942	Box 2 (6-Events and Programs)	Folder 4
Event Calendars, 1942	Box 2 (6-Events and Programs)	Folder 5
Event Calendars, 1943	Box 2 (6-Events and Programs)	Folder 6
Event Calendars, 1944	Box 2 (6-Events and Programs)	Folder 7
Plays Retained by the Club, 1944	Box 2 (6-Events and Programs)	Folder 8
Christmas Program, 1948	Box 2 (6-Events and Programs)	Folder 9
Event Calendars, 1948-1949	Box 2 (6-Events and Programs)	Folder 10
Invitation to Club's 45th Anniversary Celebration, 1955	Box 2 (6-Events and Programs)	Folder 11
Planning for Founder's Day Celebration, 1955		

	Box 2 (6-Events and Programs)	Folder 12
Hospitality Tea Invitation Tally, 1959	Box 2 (6-Events and Programs)	Folder 13
50th Anniversary Celebration Program, 1960	Box 2 (6-Events and Programs)	Folder 14
Art Department Exhibit List, 1962	Box 2 (6-Events and Programs)	Folder 15
Guest Logbook for an Event, 1966	Box 2 (6-Events and Programs)	Folder 16
Woman's Club Art Show at Colonie Center Mall Correspondence and Paperwork, 1972-1973	Box 2 (6-Events and Programs)	Folder 17
Informational Packet about the CTM School of Singing and Speech Hosted at Woman's Club, 1978	Box 2 (6-Events and Programs)	Folder 18
President's Message with Event Calendar, 1978	Box 2 (6-Events and Programs)	Folder 19
Dinner Party Program, 1979	Box 2 (6-Events and Programs)	Folder 20
Calendar of Events, 1985	Box 2 (6-Events and Programs)	Folder 21
Calendar of Events, 1986	Box 2 (6-Events and Programs)	Folder 22
Calendar of Events, 1987	Box 2 (6-Events and Programs)	Folder 23
Tickets to Various Events Hosted by the Club, 19881993-1994Undated	Box 2 (6-Events and Programs)	Folder 24
List of Card Party Door Prizes Contributors and Generic Letter Sent to Businesses Asking for Gifts, 1990	Box 2 (6-Events and Programs)	Folder 25
Event Agenda, 1992-1993	Box 2 (6-Events and Programs)	Folder 26
Preview of the <i>Importance of Being Earnest</i> , 1996		

	Box 2 (6-Events and Programs)	Folder 27
Dinner at the Culinary Institute of America, 1996	Box 2 (6-Events and Programs)	Folder 28
Summer Hat Show and Luncheon, 1997	Box 2 (6-Events and Programs)	Folder 29
Luncheon and Fashion Show, 1992-1993	Box 2 (6-Events and Programs)	Folder 30
Open House Flyers, 1997	Box 2 (6-Events and Programs)	Folder 31
A Summer Celebration, 1997	Box 2 (6-Events and Programs)	Folder 32
Program Schedule, 1997-1998	Box 2 (6-Events and Programs)	Folder 33
Third Annual Antique Appraisal, 2001	Box 2 (6-Events and Programs)	Folder 34
Semi-Annual Garage Sale, 2001	Box 2 (6-Events and Programs)	Folder 35
Annual Open House, 2004	Box 2 (6-Events and Programs)	Folder 36
Good Book and Good Food for Good Works, 2005	Box 2 (6-Events and Programs)	Folder 37
Rummage Sale, ca. 2005	Box 2 (6-Events and Programs)	Folder 38
Good Book and Good Food for Good Works, 2006	Box 3 (6-Events and Programs)	Folder 1
Through a Woman's Eyes, 2006	Box 3 (6-Events and Programs)	Folder 2
3rd Annual Foster Children's Holiday Party, 2006	Box 3 (6-Events and Programs)	Folder 3
Program Ideas, 2006-2007		



	Box 3 (6-Events and Programs)	Folder 4
Antiques Show and Sale, 2007	Box 3 (6-Events and Programs)	Folder 5
Masquerade Extravaganza, ca. 2007	Box 3 (6-Events and Programs)	Folder 6
Festival of Trees Financials, Planning, and Programs, 2008	Box 3 (6-Events and Programs)	Folder 7
Springtime Arts and Crafts Show, 2008	Box 3 (6-Events and Programs)	Folder 8
Children's Book Drive, 2009	Box 3 (6-Events and Programs)	Folder 9
5th Anniversary of Renaissance Celebration, 2009	Box 3 (6-Events and Programs)	Folder 10
6th Annual Holiday House Tour, 2009	Box 3 (6-Events and Programs)	Folder 11
Program Ideas, ca. 2009	Box 3 (6-Events and Programs)	Folder 12
Teas and Trees Event Proposal, 2009	Box 3 (6-Events and Programs)	Folder 13
WCA Sponsored Drives, 2009	Box 3 (6-Events and Programs)	Folder 14
A Moveable Feast Sponsored by WCA, 2010	Box 3 (6-Events and Programs)	Folder 15
BBQ at the Barn, 2010	Box 3 (6-Events and Programs)	Folder 16
Centennial Celebration-Teas to Tastings, 2010	Box 3 (6-Events and Programs)	Folder 17
3rd Annual Springtime Craft Show, ca. 2010	Box 3 (6-Events and Programs)	Folder 18
Antique Road Show, Undated		

	Box 3 (6-Events and Programs)	Folder 19
Play Scripts Performed by the Club, Undated	Box 3 (6-Events and Programs)	Folder 20
Victorian Scavenger Hunt, Undated	Box 3 (6-Events and Programs)	Folder 21
Member Involvement Event Log, Undated	Box 3 (6-Events and Programs)	Folder 22
Program forA <i>Midsummer Night's Dream</i> Performance, Undated	Box 3 (6-Events and Programs)	Folder 23
Events Hosted by the Club, Undated	Box 3 (6-Events and Programs)	Folder 24
World's Greatest Event Planner Medal, Undated	Card-File 5	

[^ Return to Table of Contents](#)

## Publications, 1911-2007

Physical Description: 1.91 cubic ft.

### Arrangement

Arranged chronologically.

### Scope and Contents

The Publications series includes all materials the Womans Club of Albany published throughout its history. Publication of WCA news transitions in the following pattern: Annual Announcements, 1911-1930; *Monthly News*, 1930 Oct.-1942; *The Messenger*, monthly magazine, 1944-1951 May; *The Messenger*, monthly newsletter on legal size paper, 1951 Oct.-early-1960s; *The Messenger*, monthly newsletter on letter-sized paper, 1970-1973, 1979-1980.

Although the publication format changed, the information disseminated to members remained unchanged. There is always a message from the President and a calendar of events, followed by reports from all the departments. The constitution and directory of officers and committees are often included as well. In the October 1930 *Monthly News*, there is a message from the WCA President that talks about the transition from yearly news to monthly. She states that the Board of Directors decided to give monthly announcements a year-long trial, because it believe that this would be a more convenient and accurate method of keeping members informed. At the end of the message from the President, member input is solicited, favorable or otherwise. It is assumed that the new news layout received positive feedback, as the WCA published news monthly for the next twelve years, until 1942. There are no monthly news pamphlets from 1943 found in this collection, so it is unknown whether there were any published during that year. In 1944 the WCA began publishing *The Messenger*. *The Messenger* was a magazine the WCA published every month except for June, July, and August. The first editorial explains that the magazine is a WCA project that was started by Mrs. William Arnstein, who was the advertising manager. The WCA published its news in *The Messenger* for the next three decades, but the layout changed. In October 1951 *The Messenger* transitioned from a

magazine to a newsletter printed on legal-sized paper. The farewell issue of the magazine informs members about the upcoming changes, but gives no direct reason for it. In the mid-1960s *The Messenger* varied between a small booklet-like format and a legal-sized newsletter. From 1970-1973 the WCA printed *The Messenger* on letter-sized paper. The only other issues are from 1979/1980 and these are also printed on letter-sized paper. It is unknown how the WCA published news in the intervening years and afterwards.

Also included in the Publications series are house rental pamphlets, WCA informational pamphlets, and programs. The house rental pamphlets give a brief history of the Clubhouse as well as pricing information and payment policies. An information pamphlet published in 2007 was aimed at attracting new members. It gives information pertaining to the WCA as well as the costs and benefits of being a member.

Title/Description	Instances	
Annual Announcement Booklets, 1911-19121912-1913	Box 1 (7-Publications)	Folder 1
Annual Announcement Booklets, 1913-19141914-1915	Box 1 (7-Publications)	Folder 2
Annual Announcement Booklets, 1914-19151915-1916	Box 1 (7-Publications)	Folder 3
Annual Announcement Booklets, 1916-1917	Box 1 (7-Publications)	Folder 4
Annual Announcement Booklets, 1917-19181918-1919	Box 1 (7-Publications)	Folder 5
Annual Announcement Booklets, 1918-19191919-1920	Box 1 (7-Publications)	Folder 6
Annual Announcement Booklets, 1919-1920	Box 1 (7-Publications)	Folder 7
Annual Announcement Booklets, 1920-1921	Box 1 (7-Publications)	Folder 8
Annual Announcement Booklets, 1921-1922	Box 1 (7-Publications)	Folder 9
Annual Announcement Booklets, 1922-1923	Box 1 (7-Publications)	Folder 10
Annual Announcement Booklets, 1922-19231923-1924	Box 1 (7-Publications)	Folder 11
Annual Announcement Booklets, 1923-1924	Box 1 (7-Publications)	Folder 12
Annual Announcement Booklets, 1923-19241924-1925	Box 1 (7-Publications)	Folder 13
Annual Announcement Booklets, 1924-19251925-1926	Box 1 (7-Publications)	Folder 14
Annual Announcement Booklets, 1925-19261926-1927	Box 1 (7-Publications)	Folder 15
Annual Announcement Booklets, 1926-1927		

	Box 1 (7-Publications)	Folder 16
Annual Announcement Booklets, 1927-1928	Box 1 (7-Publications)	Folder 17
Annual Announcement Booklets, 1928-1929	Box 1 (7-Publications)	Folder 18
Annual Announcement Booklets, 1929-1930	Box 2 (7-Publications)	Folder 1
<i>Monthly News</i> , 1930-1931	Box 2 (7-Publications)	Folder 2
<i>Monthly News</i> , 1932-1933	Box 2 (7-Publications)	Folder 3
<i>Monthly News</i> , 1934-1935	Box 2 (7-Publications)	Folder 4
<i>Monthly News</i> , 1936-1937	Box 2 (7-Publications)	Folder 5
<i>Monthly News</i> , 1938-1939	Box 2 (7-Publications)	Folder 6
<i>Monthly News</i> , 1940-1942	Box 2 (7-Publications)	Folder 7
<i>The Messenger</i> , 1944	Box 2 (7-Publications)	Folder 8
Bound Issues of <i>The Messenger</i> , 1944-1951	Oversized 6	
<i>The Messenger</i> , 1946	Box 2 (7-Publications)	Folder 9
<i>The Messenger</i> , 1947	Box 2 (7-Publications)	Folder 10
<i>The Messenger</i> , 1948	Box 2 (7-Publications)	Folder 11
Draft Copy and Background Material for <i>The Messenger</i> , 1948-1950 Undated	Box 2 (7-Publications)	Folder 12
<i>The Messenger</i> , 1949	Box 2 (7-Publications)	Folder 13
<i>The Messenger</i> , 1950	Box 3 (7-Publications)	Folder 1
<i>The Messenger</i> , 1951	Box 3 (7-Publications)	Folder 2
<i>The Messenger</i> , 1951	Box 3 (7-Publications)	Folder 3
<i>The Messenger</i> , 1952		

	Box 3 (7-Publications)	Folder 4
<i>The Messenger</i> , 1953	Box 3 (7-Publications)	Folder 5
<i>The Messenger</i> , 1958	Box 3 (7-Publications)	Folder 6
<i>The Messenger</i> , 1959	Box 3 (7-Publications)	Folder 7
<i>The Messenger</i> , 1960	Box 3 (7-Publications)	Folder 8
<i>The Messenger</i> , 1961	Box 3 (7-Publications)	Folder 9
<i>The Messenger</i> , 1962	Box 3 (7-Publications)	Folder 10
<i>The Messenger</i> , 1965	Box 3 (7-Publications)	Folder 11
<i>The Messenger</i> , ca. 1965	Box 3 (7-Publications)	Folder 12
<i>The Messenger</i> , 1966	Box 3 (7-Publications)	Folder 13
<i>The Messenger</i> , 1967	Box 3 (7-Publications)	Folder 14
<i>The Messenger</i> , 1968	Box 3 (7-Publications)	Folder 15
<i>The Messenger</i> , 1970	Box 3 (7-Publications)	Folder 16
<i>The Messenger</i> , 1971	Box 3 (7-Publications)	Folder 17
<i>The Messenger</i> , 1972	Box 3 (7-Publications)	Folder 18
<i>The Messenger</i> , 1973	Box 3 (7-Publications)	Folder 19
<i>The Messenger</i> , 1979	Box 3 (7-Publications)	Folder 20
<i>The Messenger</i> , ca. 1980	Box 3 (7-Publications)	Folder 21
Club and House Rental Information, ca. 1995	Box 3 (7-Publications)	Folder 22
Club Program, 1997-1998	Box 3 (7-Publications)	Folder 23
Club Program, 1998-1999		

	Box 3 (7-Publications)	Folder 24
Club Informational Packet, 2007	Box 3 (7-Publications)	Folder 25
House Rental Informational Pamphlets (1 of 3), Undated	Box 3 (7-Publications)	Folder 26
House Rental Informational Pamphlets (2 of 3), Undated	Box 3 (7-Publications)	Folder 27
House Rental Informational Pamphlets (3 of 3), Undated	Box 3 (7-Publications)	Folder 28

[^ Return to Table of Contents](#)

## Subject Files, 1908-2009

Physical Description: 2.93 cubic ft.

### Arrangement

Arranged chronologically.

### Scope and Contents

The Subject Files series contains folders featuring a variety of topics, ranging from photographs of the Clubhouse and members to general correspondence to songs and poems. This series houses materials on the New York State Federation of Women's Clubs and the General Federation of Women's Clubs. It also contains newspaper clippings about the WCA and its members. Many clippings from the early twentieth century mention Mrs. Edward Cameron, who was very involved in the Albany community.

There is an item in the general correspondence, pre-dating the establishment of the Woman's Club of Albany. A letter to Mrs. Blair about joining the Club is dated 1908, two years before the WCA was founded. It is unclear whether the date is correct.

The "Exes" File consists of materials related to former Board members. The self-proclaimed "Exes" held an annual event on the anniversary of the WCA's founding.

Title/Description	Instances	
General Correspondence, 1908-2004	Box 1 (8-Subject Files)	Folder 1
New York State Federation of Women's Clubs Convention Programs and Reports (1 of 3), 1912-1973Undated	Box 1 (8-Subject Files)	Folder 2
New York State Federation of Women's Clubs Convention Programs and Reports (2 of 3), 1912-1973Undated	Box 1 (8-Subject Files)	Folder 3
New York State Federation of Women's Clubs Convention Programs and Reports (3 of 3), 1912-1973Undated	Box 1 (8-Subject Files)	Folder 4
Newspaper Clippings, 1912-2007Undated	Box 1 (8-Subject Files)	Folder 5
New York State Federation of Women's Clubs Yearbook, 1913		

	Box 1 (8-Subject Files)	Folder 6
Civic and Social Interests, 19131916-19171924Undated	Box 1 (8-Subject Files)	Folder 7
General Federation of Women's Clubs Convention Program, 1914	Box 1 (8-Subject Files)	Folder 8
The Clubhouse, 1914-1987Undated	Box 1 (8-Subject Files)	Folder 9
New York State Federation of Women's Clubs Yearbook, 1915	Box 1 (8-Subject Files)	Folder 10
Guest Book, Woman's Club of albany, Inc., 1915-1929	Oversized 8	
General Federation of Women's Clubs Reports and Programs, 1915-191619221934-1935	Box 1 (8-Subject Files)	Folder 11
History of the Club, 19151919194019701985	Box 1 (8-Subject Files)	Folder 12
Homemaking, 1917	Box 1 (8-Subject Files)	Folder 13
World War I, 1917	Box 1 (8-Subject Files)	Folder 14
Period Advertisements Retained by the Club, 1917Undated	Box 1 (8-Subject Files)	Folder 15
New York State Federation of Women's Clubs Correspondence and Supplemental Materials, 1917-1988Undated	Box 1 (8-Subject Files)	Folder 16
Newspaper Clippings about the Woman's Club of Albany and its Members, 19171925195119692007	Flat-File 1	
Letters Pertaining to Stolen Checks, 1918-1919	Box 1 (8-Subject Files)	Folder 17
City of Albany, N.Y. Budget, 1919	Box 1 (8-Subject Files)	Folder 18
Books Retained by Parliamentary Law Committee (1 of 2), 1920	Box 1 (8-Subject Files)	Folder 19
Books Retained by Parliamentary Law Committee (2 of 2), 1920	Box 1 (8-Subject Files)	Folder 20
<i>City Problems</i> , 1922	Box 1 (8-Subject Files)	Folder 21
The Albany Mothers' Club, 1922-1923	Box 1 (8-Subject Files)	Folder 22
The "Exes" File (1 of 2), 1922-1955Undated	Box 1 (8-Subject Files)	Folder 23
The "Exes" File (2 of 2), 1922-1955Undated		

	Box 1 (8-Subject Files)	Folder 24
Albany Public Library, Gifts for Children's Book-Shelves, 1923	Box 1 (8-Subject Files)	Folder 25
Frame Carved by Alice Pauline Schefer That Held Certificate of Incorporation, 1923	Flat-File 2	
Grace Aguilar Literary Society, 1923	Box 1 (8-Subject Files)	Folder 26
New York State Federation of Women's Clubs Yearbook, 1923	Box 1 (8-Subject Files)	Folder 27
General Federation of Women's Clubs Convention Program, 1924	Oversized 6	
New Books Added to the Albany Public Library, 1925-1926	Box 2 (8-Subject Files)	Folder 1
New York State Federation of Women's Clubs Yearbook, 1927	Box 2 (8-Subject Files)	Folder 2
New York State Federation of Women's Clubs Publications on the American Home, 1928Undated	Box 2 (8-Subject Files)	Folder 3
Songs and Poems Retained by the Club (1 of 2), 1933-19351963-1966Undated	Box 2 (8-Subject Files)	Folder 4
Songs and Poems Retained by the Club (2 of 2), 1933-19351963-1966Undated	Box 2 (8-Subject Files)	Folder 5
New York State Women's Joint Legislative Forum, 193519481960-19651972Undated	Box 2 (8-Subject Files)	Folder 6
New York State Federation of Women's Clubs Yearbook, 1936-1937	Box 2 (8-Subject Files)	Folder 7
Mortgage Burning Occasion, 1938	Box 2 (8-Subject Files)	Folder 8
United States Constitution Sesquicentennial Commission, 1938	Oversized 2	Folder 5
New York State Federation of Women's Clubs Yearbook, 1938-1939	Box 2 (8-Subject Files)	Folder 9
Photographs from the Club, 1939-1941	Box 2 (8-Subject Files)	Folder 10
New York State Federation of Women's Clubs Yearbook, 1942-1943	Box 2 (8-Subject Files)	Folder 11
New York State Federation of Women's Clubs Yearbook, 1943-1944	Box 2 (8-Subject Files)	Folder 12
New York State Federation of Women's Clubs Newsletters and Annual Reports, 1943-19441968-19721988	Box 2 (8-Subject Files)	Folder 13
Pictures of the Clubhouse, 1944Undated		



	Box 2 (8-Subject Files)	Folder 14
New York State Federation of Women's Clubs Yearbook, 1946-1948	Box 2 (8-Subject Files)	Folder 15
<i>Clubwoman</i> and <i>Clubwomen's Life</i> magazines, 1947-1948	Box 2 (8-Subject Files)	Folder 16
New York State Federation of Women's Clubs Supplemental Roster, 1948	Box 2 (8-Subject Files)	Folder 17
Unknown Member File from Annual Convention, 1950Undated	Box 2 (8-Subject Files)	Folder 18
New York State Federation of Women's Clubs Directory, 19501972Undated	Box 2 (8-Subject Files)	Folder 19
Third District Meetings, 1951-1970Undated	Box 2 (8-Subject Files)	Folder 20
<i>The History of the New York State Federation of Women's Clubs</i> , 1952	Box 2 (8-Subject Files)	Folder 21
Troy Women's Club Yearbook and Booklet, 1952-19531968-1969	Box 2 (8-Subject Files)	Folder 22
Pictures of Club Members, 1955	Box 2 (8-Subject Files)	Folder 23
General Federation of Women's Clubs Administration Program, 1958-1962	Box 2 (8-Subject Files)	Folder 24
Awards Given to the Club, 1960Undated	Box 2 (8-Subject Files)	Folder 25
Tri-County Meeting Reports, 1960196219691971Undated	Box 2 (8-Subject Files)	Folder 26
New York State Committee for the Aging Report, 1961	Box 2 (8-Subject Files)	Folder 27
Historic Albany Foundation, 19682006	Box 2 (8-Subject Files)	Folder 28
Philanthropic Works, 1970-1971	Box 2 (8-Subject Files)	Folder 29
Pictures of Club Members, 1971-19721995Undated	Box 2 (8-Subject Files)	Folder 30
Agreement with Residents of the Clubhouse, 1979	Box 2 (8-Subject Files)	Folder 31
Communications with Caretakers/Residents, 19792001-2003Undated	Box 2 (8-Subject Files)	Folder 32
Applications for Grants, 19942003-2004	Box 2 (8-Subject Files)	Folder 33
Photo Negatives of the Clubhouse, 1996		

	Box 2 (8-Subject Files)	Folder 34
Newspaper Articles, 2008	Oversized 2	Folder 6
Clubhouse Restoration, 2008-2009	Box 2 (8-Subject Files)	Folder 35
Bridge Score Sheets and Playing Cards Featuring Local Businesses, Undated	Oversized 7	
Glove Pattern Retained by the Club, Undated	Box 2 (8-Subject Files)	Folder 36
Inventory of Items in Small Drawer, Undated	Box 2 (8-Subject Files)	Folder 37
Photographs Presented to the Woman's Club of Albany by New York State Federation of Women's Clubs, Undated	Box 2 (8-Subject Files)	Folder 38
Pictures of the First Three Presidents and the Clubhouse, Undated	Box 2 (8-Subject Files)	Folder 39
Postcard of the Albany Institute and Historical and Art Society, Undated	Box 2 (8-Subject Files)	Folder 40
Rules and Regulations for Use of Rooms, Undated	Box 2 (8-Subject Files)	Folder 41

[^ Return to Table of Contents](#)