

Associations Category

**The Soroptimist Club Collection**

PC002.14

The Clark County Historical Society Museum and Archives

Processed by:  
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## **Introduction**

The collection of the Soroptimist Club of Springfield was donated to the Clark County Historical Society in January 2002 by Marianne Ludlow Nave, the niece of the late Alice May Ayer Jordan and executor of her estate.

The collection consists of bylaws and procedures, meeting minutes, monthly newsletters, member directories, conference materials, fundraiser and service information, bank statements, correspondence, and information about the affiliated Venture Club. The documents date from 1962 up through 1993. The collection fills two record size boxes and one flat document box and consists of 46 file folders. Photographs in the collection are located separately in the Photographic Category. The collection is arranged into eleven series as follows:

- Series 1: Club history, general information, bylaws and procedures.
- Series 2: Club Directories
- Series 3: Financial Records
- Series 4: Correspondence
- Series 5: Community Service
- Series 6: Related organizations and miscellaneous documents
- Series 7: Awards, Ceremonies, Meetings, and Conferences
- Series 8: Meeting Minutes and Annual Reports
- Series 9: Monthly Newsletters (Bulletins) and Magazines
- Series 10: Scrapbook
- Series 11: Photographs (see Photographic Category)

There are no restrictions on the use of this collection.

## **Historical Sketch**

The Soroptimist Club of Springfield was chartered on September 22, 1962, joining the many service clubs in Springfield. Governor Helen Mersman of the Midwestern Region presented the charter to the group of twenty-two charter members. The original officers were Mrs. Treva Ward, president; Mrs. Alice Totten, vice president; Mrs. Ruth Rice, secretary, and Mrs. Virginia Grau, treasurer. Other charter members included Arvilla Beightol, Dr. Sue Miller, Virginia Dillon, Elizabeth Minter, Louie Edmiston, Velma Owens, Ruth Edwards, Martha Fleck, Virginia Jackson, Marguerite Saylor, Theora Steinkamp, Mary Gans, Ruth Thornton, Helen Kirkbride, Flo Trick, Glenna Vince, Hazel Livadas, and Jean McDorman.

Soroptimist International was founded October 3, 1921 in Oakland, California. Membership is by invitation and is based on an employment classification system, which assures broad representation of the business, professional, and economic life of the community. Member professions are varied and include members having such positions as university presidents, office managers, small business owners, physicians, real estate brokers, accountants, and attorneys.

Soroptimist Clubs serve their local communities through six programs of service: Economic and Social Development, Education, Environment, Health, Human Rights/Status of Women, and International Goodwill and Understanding.

The overall aims for the club are as follows:

To maintain high ethical standards in business and professional life.

To strive for human rights for all people and, in particular, to advance the status of women.

To develop a spirit of friendship and unity among Soroptimists of all countries.

To quicken the spirit of service and human understanding.

To contribute to international understanding and universal friendship.

Luncheon/Dinner Meetings were held on the second Wednesday of each month and business meetings were held on the fourth Wednesday of each month. Members met at several local restaurants for luncheon meetings and also in member homes. Membership numbers fluctuated between 15-25 members from the charter date until it was disbanded in May 1988 due to low membership.

## **Scope and Content**

The collection spans the years 1962-1993. Since the club officially disbanded in 1988, there are very few records after that time. Meeting minutes and monthly newsletters make up the bulk of the collection.

**Series 1** contains nine files. The series begins with records pertaining to the history of the local club and includes information about charter members and officers. These are followed by records that cover the overall history of the international organization, including informative brochures, the club pledge, information about member insurance policies, and Soroptimist merchandise catalogs. This series also contains seven folders with bylaws, procedures, and guidelines for club operation dating from 1963-1990. The first folder, containing bylaws and procedures from 1983-1984, consists mainly of loose-leaf addendums and brief guidelines whereas the other folders contain bound and published manuals. The Classification Guide in the last folder lists the classifications for different professions within the Soroptimist Club.

**Series 2** contains three files of Club Directories with phone numbers and addresses for members within the Midwestern Region from 1978-1986.

**Series 3** contains two files with receipts, monthly bank statements, and financial transaction records for the club from 1971-1973.

**Series 4** has two files, one containing correspondence from 1970-1983 and one with correspondence from international Soroptimist clubs. The first file, which is in chronological order, is very full and includes a broad range of letters, including a letter to famous Dayton comedic writer Erma Bombeck, asking her to speak at a club meeting. There are also invitations for other speakers to talk to the club as well as acceptances from speakers to attend. The letters include invitations for new members to join and letters of resignation from departing members. Additionally there are thank you notes, letters about service projects, letters from other local organizations, and letters to the Soroptimist Club president about meetings, conferences, special committees, and club duties. The second folder contains international correspondence from clubs in Frankfurt, Germany and Dordrecht, Holland. Includes postcards and a calendar from Holland.

**Series 5** contains three files that pertain to the Soroptimist Club's participation in the community. The first file, arranged chronologically, includes information about fundraisers and service projects. It includes invitations to the Club to participate in projects and fundraisers as well as thank you notes from local organizations and scholarship recipients for the club's assistance. Major projects include the annual Fads and Fancies rummage sale, the Hearing Screening Test, annual scholarship funding, and various fundraisers for local organizations. The file also has annual club reports that cover community activities and their outcomes. The second file in the series contains information about the 1974 and 1980 Diabetes Screening Drives held by the club. Documents include a very detailed news release that describes the project and gives the background of the disease. The third file in the series contains photocopied newspaper clippings pertaining to the Soroptimist Club's community activities from 1978-1984. The file

includes coverage of the annual Fads and Fancies sale and clippings about individual club members.

**Series 6** contains four folders about other organizations connected to the Soroptimist Club and one folder of miscellaneous documents with no clear connections to the club itself. The first file contains information about the Venture Club, which was chartered in 1979 as a youth organization with the help of Soroptimist members. Soroptimists act as advisors to Venture Club members. This file includes brochures explaining the connection between the Soroptimist and Venture Clubs, Venture newsletters, applications for the "Venture Student Aid Award", merchandise order forms, bylaws and procedures, member contact information, and the official form for when the club disbanded in December 1980. The second file contains four publications about educational equity from the National Advisory Council on Women's Education. The third file contains information about AFS, the Soroptimist's International/Intercultural program for students. The folder also has information about youth seminars, the Soroptimist Training Awards program, and the Youth Citizenship Award. The fourth file contains a number of miscellaneous documents, including printouts of training and icebreaker group activities, travel brochures, dinner theater programs, florist brochures, Springfield newsletters, and the Ohio Historical Review for Clark and Greene Counties from 1980.

**Series 7** has eight files, all arranged chronologically, pertaining to awards and ceremonies, regional meetings, and national conferences from 1978 through 1993. The first folder contains recognition certificates, award letters, and banquet and ceremony invitations. The next four folders contain information about local, regional, and national meetings and conferences from 1978-1988. The last three files contain information about the 1978, 1980, and 1993 regional spring conferences respectively. These files all include meeting agendas, conference applications, evaluations and brochures.

**Series 8** has nine files containing monthly meeting minutes and annual reports. The first eight files are arranged chronologically and contain meeting minutes from the first meetings in 1962 up through 1988, when the club disbanded. The ninth file contains annual club reports from 1962-1972.

**Series 9** has seven files and contains monthly Soroptimist newsletters dating from 1962 through 1988. There are duplicates of various newsletters, kept for possible exhibition purposes.

**Series 10** is a scrapbook filled with newspaper clippings and photographs pertaining to the Soroptimist Club and its members.

**Series 11** is located in the Photographic Category and contains only a few black and white photographs. There is one 8x10 color photograph and one 8x10 black and white photograph of the 1978 Fads and Fancies rummage sale. The majority of the photographs are 3x5 color prints from around the 1980s.

## Series and Folder Listing

Series	File	Description
1	1	Club History 1962-1988
	2	General Information
	3	Bylaws and Procedures 1963-1984
	4	Bylaws and Procedures 1970-1990
	5	Soroptimist Club Guide 1976
	6	Soroptimist Club Guide 1979
	7	Soroptimist Club Guide 1985
	8	Installation Ceremony Procedures
	9	Classification Guide
2	1	Annual International Directories 1978-1980
	2	Club Directory 1983 Midwestern Region
	3	Club Directories 1984-1986
3	1	Monthly Bank Statements 1971-1973
	2	Receipts and Financial Transaction Records 1971-1973
4	1	Correspondence 1970-1983
	2	International Soroptimist Clubs and Foreign Correspondence
5	1	Fundraisers, Service Projects, and Annual Club Reports 1978-1987
	2	Diabetes Screening Drive November 1974, June 1980
	3	Newspaper Articles 1978-1984
6	1	Venture Club
	2	National Advisory Council on Women's Education – Publications
	3	Related Youth Organizations and Activities
	4	Miscellaneous
7	1	Awards and Ceremonies 1978-1987
	2	Meetings and Conferences 1977-1979
	3	Meetings and Conferences 1980
	4	Meetings and Conferences 1981-1984
	5	Meetings and Conferences 1985-1988
	6	71 <sup>st</sup> Midwestern Region Conference April 1978
	7	Midwestern Region Conference April 1980
	8	Midwestern Region Conference April 1993

8	1	Meeting Minutes 1962-1963
	2	Meeting Minutes 1964-1965
	3	Meeting Minutes 1966-1968
	4	Meeting Minutes 1969-1970
	5	Meeting Minutes 1971-1974
	6	Meeting Minutes 1976-1979
	7	Meeting Minutes 1980-1982
	8	Meeting Minutes 1983-1988
	9	Annual Reports 1962-1972
9	1	Bulletins 1962-1969
	2	Bulletins 1973-1975
	3	Bulletins 1973-1976
	4	Bulletins 1977-1978
	5	Bulletins 1979-1980
	6	Bulletins 1983-1988
	7	Soroptimist of America Magazine 1977-1989
10	1	Scrapbook
11	1	Photographs (See Photographic Category)