

Dayton Foundation Records

MS – 130

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Department of Special Collections and Archives

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Spring 1983

Introduction

Shortly after his appointment as director of the Dayton Foundation in January 1983, Fred Bartenstein III recommended to the Distribution Committee that the majority of the Dayton Foundation's records be donated to the Wright State Archives and Special Collections. The Committee agreed that this was a necessary step not only to preserve and protect the Foundation's records, but also to free much needed office space. The Wright State Archives obtained a smaller quantity of records after contacting the previous director, John Sullivan, who had stored miscellaneous correspondence and financial records at his home.

The Dayton Foundation Records date from 1921 to 1982, with the majority of the material falling between 1921 and 1973. Mr. Bartenstein decided that the Dayton Foundation should retain recent records and that those of the John Sullivan directorship, 1973 to 1982, would be a reasonable and logical cut-off point. The Dayton Foundation Records are housed in five Hollinger boxes and consist of minutes of the Distribution Committee meetings, financial statements, annual reports, correspondence, and a small amount of miscellaneous material from Educational and Musical Arts.

History of the Organization

In 1921, John H. Patterson, Robert Patterson, and Julia Carnell established the Dayton Foundation through an endowment of preferred stock of the National Cash Register Company valued at \$250,000. In 1926, this stock was called for payment at a premium, thus increasing its value to \$275,000. With the addition of various gifts of money and property over the years, the assets of the Dayton Foundation have grown to approximately \$4 million in market value at the end of 1982.

As a public trust fund, the Dayton Foundation provides a vehicle by which individuals, groups, or corporations can bequest monies for charitable purposes. Contributions to the Dayton Foundation rather than a specific charity assure that one's intentions are carried out no matter what future changes occur in the community or any particular charitable organization.

The Dayton Foundation consists of two committees. The Board of Trustees is made up of the presidents of the three trustee banks whose trust departments invest the gifts made to the Foundation. Secondly, the Distribution Committee consists of five persons, one appointed by the Mayor, one appointed by the Mayor, one by the Judge of the Probate Court, one by the Senior Judge, U.S. Court, and two by the Trustees. These committee members have been distinguished people in the community and serve without compensation for a five year term and can be reappointed. Box 1, File 1 of the Dayton Foundation Records collection contains an alphabetically arranged listing of all members of the Distribution Committee over the years, and includes the date of their first appointment and any reappointments, which they replaced, and who appointed them. This data was found in the Distribution Committee's minutes and also in specific appointment letters.

The purpose of the Distribution Committee is to distribute the income earned from investments, abiding by any restriction. It is aided in its task by the director of the Foundation, until 1983 an unpaid position. Funds have been granted in six major areas: education and growth, social services, civic affairs, hospitals and health, arts and humanities, and conservation and environment. Box 1, File 1 also contains a profile by decades of grant-making in these six areas, indicating changes in emphasis over the years, and a listing of policies in grant-making established either in the Dayton Foundation's charter or by consensus of members of the Distribution Committee. Additionally, File 1 holds a chronological listing of the Foundation's directors and an historical sketch of grant-making from 1921 to 1982. Please refer to this paper, written by the processor of the collection, for a more detailed history of the activities of the Dayton Foundation.

Series Description

Series I: Charter and Overview Data, 1921-1983 (Box 1, File 1)

This series consists of the original 1921 charter upon which the Dayton Foundation was established. There is a list of distributional policies drawn up in 1972 by Don Battelle, director, at a time when the Distribution Committee questioned the feasibility of making grants for capital expenditures and also the continuance of granting funds to Community Chest supported agencies. Also included in this series are those papers prepared by the Dayton Foundation, Fred Bartenstein, III: Distribution Policy, 1983; Members of the Distribution Committee, 1921-1983; Directors of the Dayton Foundation, 1921-1983; and, A Trend Analysis of Grant-making, 1921-1983, with accompanying chart.

Series II: Minutes, 1921-1972 (Box 1, Files 2 to 10)

Only two directors kept these minutes of the Distribution Committee meeting, Oscar J. Bard, 1921-1930, and Donald D. Battelle, 1930-1972. The minutes are chronologically arranged and contain information on the decision-making process behind grant approval or denial, the specific amounts of money granted, and approval dates. The minutes also contain explanations regarding the reasons behind resignations of Committee members and the qualifications of newly appointed members. Appointment letters and interspersed among the minutes, as are letters from the auditors concerning the financial status of the Dayton Foundation.

Series III: Financial, 1921-1982 (Box 2, Files 1-39; Box 3, Files 1-15; Box 4, File 1)

This series consists of a financial statement or receipts and disbursements, 1921-1925, in addition to audit reports for the years 1926 to 1974. These audits not only pinpoint the annual financial status of the Dayton Foundation, but also contain a statement written by the director which outlines the direction of grant-making for any particular year. Included also are ledger sheets arranged in order that they were removed from the journals, that is, chronologically within various categories. Audit preparation sheets and reports from the Trustee banks were retained for 1971 and 1972 as these expanded reports were not included in the 1972 printed audit for the year 1956 contains a summary of the distribution of grants, 1927-1956 which may be useful.

Series IV: Printed Materials, 1973-1981 (Box 4, File 2)

Series four consists of nine annual reports which also served as publicity handouts for the Dayton Foundation in order to encourage contributions. The reports outline a brief history of the Dayton Foundation, the mechanics of making contributions and their tax-deductible status, areas of grant distribution, organizations receiving funds and the specific amounts granted for that year, members of the Distribution Committee, plus the market value of the general and specific funds managed by the Trustee banks.

Series V: Correspondence, 1922-1973 (Box 4, Files 3-12; Box 5, Files 1-7)

Series five consists of correspondence of the Dayton Foundation. The letters are arranged chronologically within three loosely defined subject areas in addition to a miscellaneous category. First, there are letters from various other community foundations across the country during the years, 1922-1929, requesting information from the Dayton Foundation about its operations, tax status, and disbursement of funds. In particular, this series contains the 1922 letter from Raymond Moley, director of the Cleveland Foundation, from which the Dayton Foundation took its example, incorporating many policies of the Cleveland Foundation.

Secondly, this series contains data regarding the tax status of the Dayton Foundation. Included are letters between the Foundation and the Internal Revenue Service detailing the question of its charitable status and its ability to meet and maintain the test for a community foundation, that is, it be organized and operated exclusively for charitable purposes. There is also correspondence regarding the change in tax status in 1969 when the Dayton Foundation was designated as a public charity. As such, it had to also meet the publicly supported test, that is, it had to receive support from a broad number of contributors throughout the community. By meeting this test, it acquired a tax-free status for any earnings received on investments.

Thirdly, this series contains letters requesting funds by various organizations and accompanying letters approving or refusing grants of money. Included from the years 1922-1929 are letters from the following organizations: Barney Community Center, Boy Scouts, Girl Scouts, Dayton Research Association whose interest was civic concerns, Montgomery County Children's Home, Board of Education, Dayton Community Chest, and the Ohio Association for the Welfare of the Mentally Sick. The collection contains correspondence from one other period of years, 1970-1973 plus a very small amount from 1963. The following organizations are examples but do not include all those organizations requesting grants from the Dayton Foundation: Miami Valley Hospital, Sinclair College, Catholic Charities, NAACP Legal Defense and Educational Fund, Writers' Workshop, United Cerebral Palsy of Dayton, Council of Southern Mountains, The Loretto, Ohio Hospital Association, Human Relations Council, Ltheran Social Service, United Nations, Omega, Fairborn Playhouse, Mankind Incorporated, Planned Parenthood, Volunteers of America, Emergency Services Bureau, Project Share, Trotwood Circle Theater, Yellow Springs Encounter, Dayton Mental Health Center, Amber House, and the Dayton Metro Area Council on Camping.

Series VI: Educational and Musical Arts, 1938, 1963-1973 (Box 5, Files 8-9)

Series six consists of various printed materials, all dealing with some aspect of Carillon Park: a booklet on Wright Field, a History of Newcom Tavern, materials on Dayton streetcars, and correspondence about the moving of Newcom Tavern from Van Cleve Park to Carillon Park, and the plaques for Newcom Tavern memorial to Colonel Deeds. Additionally, there are federal tax exemption forms and supporting tax data plus

material regarding the continuing existence and maintenance of the Educational and Musical Arts public charity status.

Container Description

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
Series I: Charter and Overview Data			
1	1	Charter, Distribution Policy, Members of Committee, Directors, Trend Analysis of Grant-making	1921-1983
Series II: Minutes			
1	2	Minutes	1921-1929
	3	Minutes	1930-1932
	4	Minutes	1933-1940
	5	Minutes	1941-1947
	6	Minutes	1948-1955
	7	Minutes	1956-1960
	8	Minutes	1961-1965
	9	Minutes	1966-1970
	10	Minutes	1971-1972
Series III: Financial			
2	1	Statement of Receipts and Disbursements	1921-1925
	2	Audit Reports	1926
	3	Audit Reports	1927-1929
	4	Audit Reports	1930
	5	Audit Reports	1931
	6	Audit Reports	1932
	7	Audit Reports	1933
	8	Audit Reports	1934
	9	Audit Reports	1935
	10	Audit Reports	1936
	11	Audit Reports	1937
	12	Audit Reports	1938
	13	Audit Reports	1939
	14	Audit Reports	1940
	15	Audit Reports	1941
	16	Audit Reports	1942
	17	Audit Reports	1943
	18	Audit Reports	1944
	19	Audit Reports	1945
	20	Audit Reports	1946
	21	Audit Reports	1947
	22	Audit Reports	1948
	23	Audit Reports	1949
	24	Audit Reports	1950

	25	Audit Reports	1951
	26	Audit Reports	1952
	27	Audit Reports	1953
	28	Audit Reports	1954
	29	Audit Reports	1955
	30	Audit Reports	1956
	31	Audit Reports	1957
	32	Audit Reports	1958
	33	Audit Reports	1959
	34	Audit Reports	1960
	35	Audit Reports	1961
	36	Audit Reports	1962
	37	Audit Reports	1963
	38	Audit Reports	1964
	39	Audit Reports	1965
3	1	Audit Reports	1966
	2	Audit Reports	1967
	3	Audit Reports	1968
	4	Audit Reports	1969
	5	Audit Reports	1970
	6	Audit Reports	1971
	7	Audit Reports	1972-1974
	8	Vouchers	1927-1976
	9	Cash receipts	1926-1952
	10	Income from Investments	1937-1952
	11	Principal cash, General Journal, Cash receipts and Disbursements	1927-1951
	12	Cash Receipts	1953-1971
	13	Income from Investments	1953-1971
	14	Principal cash, General Journal, Cash receipts and Disbursements	1927-1972
	15	Ledger Sheets	n.d.
4	1	Audit Preparation sheets; Reports from Banks	1971-1972
		Series IV: Printed Materials	
4	2	Annual Reports	1973-1981
		Series V: Correspondence	
4	3	Community Trusts and Foundations in the U.S.	1922-1929
	4	Community Trusts; Internal Revenue Data	1964-1973, 1942-1943
	5	Council on Foundations, Inc. – Publications	1971-1973

	6	Public Charity data	1972-1973
	7	Distribution Committee Nominations and resignations	1922-1927
	8	Public Relations Data	1971-1972
	9	Internal Revenue Service – Foundation Tax Status	1922-1969
	10	Supporting Papers for tax Exemption	1941-1971
	11	Financial – Miscellaneous	1922-1928
	12	Organizations Requesting/Receiving or Denied Grants	1922-1926
5	1	Organizations Requesting/Receiving or Denied Grants	1927-1929
	2	Grant Requests, Gifts to Dayton foundation, General Correspondence	1963-1973, 1969-1973
	3	Grant Requests denied	1970
	4	Grant Requests denied	1971
	5	Grant Requests denied	1972
	6	Grant Requests denied	Feb. 1-Apr. 17, 1973
	7	Grant Requests denied	Apr. 27-Dec. 31 1973

Series VI: Educational and Musical Arts

5	8	Printed Materials	1938, 1963-1973
	9	Tax Exemption Data	1968-1973