Ladies Auxiliary Branch 138 of the National Association of Letter Carriers

MS – 163

Wright State University
Department of Special Collections and Archives

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Introduction

Ladies Auxiliary Branch 138 of the National Association of Letter Carriers is a reorganization of the earlier Ladies Auxiliary Branch 84. Gem City Ladies Auxiliary #84 was organized February 13, 1914 with eighteen members. It seems to have disappeared in 1915 with no record of its disbanding. Ladies Auxiliary #138 was organized October 9, 1920 with twelve members. Mrs. Olive Shippers was the first president, and Mrs. Lora Sollenberger was the first secretary.

The records of Ladies Auxiliary #138 were accessioned into the Wright State University Archives and Special Collections Department in October of 1981. The collection fills four Hollinger boxes and contains 74 individual files. The materials are divided into five series: Administrative Records, Financial Documents, Correspondence, Convention Materials, and a miscellaneous series. The span dates for this collection range from 1914 to 1978. There are no restrictions on the use of this collection.

Scope and Content

The records of Ladies Auxiliary Branch 138 of the National Association of Letter Carriers are divided into five series: Administrative Records, Financial Documents, Correspondence, Convention Materials, and a miscellaneous series. The Administrative Records series is divided into two sub-series: Minutes of Membership Meetings; and By-Laws, Constitution, and Membership List. The Financial Documents series is divided into three sub-series: Treasurer's Reports, Membership Dues Records, and Miscellaneous Financial.

The Minutes of Membership Meetings (Series I, sub-series 1) contains the minutes for meetings of Ladies Auxiliary #84 from 1914 to 1915. It also contains the minutes for Ladies Auxiliary #138 from 1920 to 1978. The years of 1967 and 1970 are missing. Series I, sub-series 2 contains: Auxiliary By-Laws from 1943, 1953, 1963, and 1965; a Constitution (1976); Proposed Amendments and Resolutions (1962); and a Membership List (1966).

The Treasurer's Reports (Series II, sub-series 1) date from 1923 to 1974, with the years 1959 to 1961 missing. They report the receipts and disbursements of a general fund. Membership Dues Records (Series II, sub-series 2) run from 1967 to 1974. Sub-series 3 contains four miscellaneous files.

The Correspondence of Series III is incomplete, but dates from 1952 to 1978. It is of a very general nature, but mainly concerns the group's national and charitable activities.

The Convention Materials section (Series IV) contains: Proceedings of Conventions of the National Ladies Auxiliary from 1962, 1964, and 1966; Minutes of the National Ladies Auxiliary Convention, 1964; and Minutes of Conventions of the Ohio State Ladies Auxiliary from 1961, 1963, and 1967.

The Miscellaneous series (Series V) contains a Citation of Honor from the National Association of Letter Carriers, and social histories of Ladies Auxiliary #138 from 1926 to 1941, and 1942 to 1944. The history of 1926 to 1941 is incomplete with two of four pages missing.

Container Listing

Series I: Administrative Records

Sub-series 1: Minutes of Membership Meetings

Box	File	Description	Date
1	1	Minutes, Ladies Auxiliary #84	Feb. 1914-Oct. 1915
		Minutes, Ladies Auxiliary #138	Oct. 1920-Jan. 1927
	2	Minutes, Ladies Auxiliary #138	Jan. 1927-Oct. 1936
	3	Minutes, Ladies Auxiliary #138	Nov. 1936-Jan. 1945
	4	Minutes, Ladies Auxiliary #138	Jan. 1945-Oct. 1951
2	1	Minutes, Ladies Auxiliary #138	Nov. 1951-Jun. 1959
	2	Minutes, Ladies Auxiliary #138	Jul.-Dec. 1959
	3	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1960
	4	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1961
	5	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1962
	6	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1963
	7	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1964
	8	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1965
	9	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1966
	10	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1968
	11	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1969
	12	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1971
	13	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1972
	14	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1973
	15	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1974
	16	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1975
	17	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1976
	18	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1977
	19	Minutes, Ladies Auxiliary #138	Jan.-Dec. 1978

Sub-series 2: By-Laws, Constitution, Membership List

Box	File	Description	Date
3	1	By-laws	1943
	2	By-laws	1953
	3	By-laws	1963
	4	By-laws	1965
	5	Constitution and Ritual	1976
	6	Proposed Amendments to the Constitution to be presented at the National Convention	1962
	7	Proposed Resolutions to be presented at the National Convention	1962
	8	Membership List	Jan. 1966

Series II: Financial Documents

Sub-series 1: Treasurer's Reports

Box	File	Description	Date
3	9	Treasurer's Report	Jan. 1923-Dec. 1940
	10	Treasurer's Report	Jan. 1941-Dec. 1949
	11	Treasurer's Report	Jan. 1950-May 1958
	12	Treasurer's Report	Jan.-Dec. 1962
	13	Treasurer's Report	Jan.-Dec. 1963
	14	Treasurer's Report	Jan.-Dec. 1964
	15	Treasurer's Report	Jan.-Dec. 1965
	16	Treasurer's Report	Jan.-Dec. 1966
	17	Treasurer's Report	Jan.-Dec. 1967
	18	Treasurer's Report	Jan.-Dec. 1968
	19	Treasurer's Report	Jan.-Dec. 1969
	20	Treasurer's Report	Jan.-Dec. 1970
	21	Treasurer's Report	Jan.-Dec. 1971
	22	Treasurer's Report	Jan.-Dec. 1972
	23	Treasurer's Report	Jan.-Dec. 1973
	24	Treasurer's Report	Jan.-Dec. 1974

Sub-series 2: Membership Dues Records

Box	File	Description	Date
3	24	Membership Dues Record	1967-1968
	25	Membership Dues Record	1969-1970
	26	Membership Dues Record	1971-1972
	27	Membership Dues Record	1973-1974

Sub-series 3: Miscellaneous Financial

Box	File	Description	Date
3	27	Financial Report, Ohio State Ladies Auxiliary	Aug. 1957-Aug. 1959
	28	Financial Report, Receipts, Ohio State Ladies Auxiliary	Aug. 1959-Aug. 1961
	29	Transition of Treasurer's Funds, Ohio State Ladies Auxiliary	Aug. 1959-Jul. 1961
	30	Treasurer's Biennial Report of Receipts and Disbursements, National Ladies Auxiliary	Jul. 1962-Jul. 1964

Series III: Correspondence

Box	File	Description	Date
4	1	Correspondence	1952-1960
	2	Correspondence	1964
	3	Correspondence	1965

Box	File	Description	Date
4	4	Correspondence	1971
	5	Correspondence	1972
	6	Correspondence	1973
	7	Correspondence	1974
	8	Correspondence	1975
	9	Correspondence	1978

Series IV: Convention Materials

Box	File	Description	Date
4	10	Proceedings of the 28th Biennial Convention, National Ladies Auxiliary	Sep. 1962
	11	Proceedings of the 29th Biennial Convention, National Ladies Auxiliary	Aug. 1964
	12	Proceedings of the 30th Biennial Convention, National Ladies Auxiliary	Aug. 1966
	13	Minutes of the 29th Biennial Convention, National Ladies Auxiliary	Aug. 1964
	14	Minutes of the 19th Biennial Convention, Ohio State Ladies Auxiliary	Aug. 1961
	15	Minutes of the 20th Biennial Convention, Ohio State Ladies Auxiliary	Aug. 1963
	16	Minutes of the 22nd Biennial Convention, Ohio State Ladies Auxiliary	Aug. 1967
	17	Membership Record, National Convention	1962

Series V: Miscellaneous

Box	File	Description	Date
4	18	Citation of Honor awarded to Ladies Auxiliary #138 by the National Association of Letter Carriers	n.d.
	19	History, Ladies Auxiliary #138	1926-1941
	20	History, Ladies Auxiliary #138	1942-1944