

## **MS-97 SPECIAL LIBRARIES ASSOCIATION, CENTRAL OHIO CHAPTER**

**Collection Number:** MS-97

**Title:** Special Libraries Association, Central Ohio Chapter (formerly Dayton Chapter)

**Dates:** 1955-1998

**Creator:** Special Libraries Association, Central Ohio Chapter

**Summary/Abstract:** The Special Libraries Association was formed in 1909 at the Bretton Woods Conference of the American Library Association. The object of the SLA has been to “promote the interested of commercial, industrial, technical, civic, municipal and legislative reference libraries, the special departments of public libraries, universities, welfare associations and business organizations.” The state of Ohio is divided into the three chapters of Cincinnati, Dayton, and Cleveland. In 1976, the Dayton Chapter’s name was changed to the Central Ohio Chapter. The SLA is organized into geographic chapters and professional interest divisions.

**Quantity/Physical Description:** 7 linear feet

**Language(s):** English

**Repository:**

Special Collections and Archives, University Libraries, Wright State University, Dayton, OH 45435-0001, (937) 775-2092

**Restrictions on Access:** There are no restrictions on accessing material in this collection.

**Restrictions on Use:** Copyright restrictions may apply. Unpublished manuscripts are protected by copyright. Permission to publish, quote or reproduce must be secured from the repository and the copyright holder.

**Preferred Citation:**

[Box #, Folder #], MS-97, Special Libraries Association, Central Ohio Chapter, Special Collections and Archives, University Libraries, Wright State University, Dayton, Ohio.

**Revisions:** Finding aid revised in May 2013 to include additions of correspondence to and from Margaret Roach and other officers, Central Ohio Chapter newsletters, and a miscellaneous collection of newsletters from various SLA subject divisions and local and regional chapters in the United States and Canada.

**Other Finding Aid:** A complete box and folder inventory for this collection is available on the Special Collections and Archives web site at

[http://www.libraries.wright.edu/special/collection\\_guides/guide\\_files/ms97.pdf](http://www.libraries.wright.edu/special/collection_guides/guide_files/ms97.pdf)

**Processed by:** Gerard Hiland, May 1980  
Additions processed by KaeLi Spiers, August 1995  
Additions processed by Ximena Chrisagis, May 2013

**Arrangement:**

The collection is arranged into 5 series:

- Series I: General
- Series II: Officers
- Series III: Committees
- Series IV: Projects
- Series V: Publications

**Biographical/Historical Note**

The Special Libraries Association was formed in 1909 at the Bretton Woods Conference of the American Library Association. The object of the SLA has been to “promote the interested of commercial, industrial, technical, civic, municipal and legislative reference libraries, the special departments of public libraries, universities, welfare associations and business organizations.”

In 1910, Boston was the first group to organize a local “branch.” Although they were not integral parts of the Special Libraries Association, “special libraries associations” were later developed in cities such as New York and Cleveland. Beginning in 1924, these local associations were united as chapters in the Special Libraries Association. The Dayton chapter, which had been part of the Cincinnati chapter, was founded in 1963 as the 33<sup>rd</sup> SLA chapter. The state of Ohio is divided into the three chapters of Cincinnati, Dayton, and Cleveland. In 1976, the Dayton Chapter’s name was changed to the Central Ohio Chapter. The SLA is organized into geographic chapters and professional interest divisions.

In addition to the chapters and divisions organized to serve the professional needs of the members, there are many standing committees in the SLA. Some of these committees are Public Relations, Recruitment, Document Reproduction, and Special Classifications.

**Scope and Content**

The collection of SLA Dayton Chapter covers the years 1963-1998. Arrangement of the collection is based on the SLA’s guidelines for chapter archives.

The five series are: General, Officers, Committees, Projects, and Publications.

Series I, General, contains materials pertaining to the chapter as a whole. This includes material such as chapter bylaws, membership lists, and business meetings.

Series II, Officers, contains reports, correspondence, and other material related to the chapter's officers.

Series III, Committees, is arranged alphabetically by committee title.

Series IV, Projects, includes joint conferences, workshops, and association-wide meetings. This series includes two boxes of records from the Great Lakes Regional Conference II (GLRC II) of the Special Libraries Association. These GLRC II records were processed by CO-SLA member KaeLi Spiers and were later incorporated into the larger CO-SLA Collection.

Series V, Publications, contains chapter bulletins (including a selection of bulletins from regional chapters throughout the United States and Canada, dating mostly from the mid-1990s manuals, guidelines, and library related pamphlets.

The collection contains some material which relates to the SLA as a whole. This material is included in the folders under the appropriate subjects. However, most of the material in the collection deals with the organization and activities of the local chapter.

## **Subject Terms**

### **Organizations/Corporate Names**

Special Libraries Association. Central Ohio Chapter.

### **Places**

Dayton (Ohio).  
Columbus (Ohio).

### **Subjects (General)**

Special libraries—Ohio.

### **Material Types**

Correspondence  
Minutes  
Newsletters  
Photographs  
Publicity

### **Occupations**

Special librarians

## Collection Inventory

### **Series I: General**

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
1	1	Chapter Boundaries	1963-1976
	2	Procedures Manual	1984
	2a	Procedures Manual	1986
	3	Chapter Business Meetings	1962-1963
	4	Chapter Business Meetings	1964
	5	Chapter Business Meetings	1965
	6	Chapter Business Meetings	1966
	7	Chapter Business Meetings	1967
	8	Chapter Business Meetings	1968
	9	Chapter Business Meetings	1969
	10	Chapter Business Meetings	1970
	11	Chapter Business Meetings	1971-1972
	12	Chapter Business Meetings	1973
	13	Chapter Business Meetings	1974
	14	Chapter Business Meetings	1975
	15	Chapter Business Meetings	1976
	16	Chapter Business Meetings	1977
	17	Chapter Business Meetings	1978
	18	Chapter Business Meetings	1979-1992
	18a	Chapter Business Meetings	1993-1995
19	Annual Reports (s.a. president folders)	1970-1974; 1983-1991	
20	Bylaws (See also Bylaws Committee)	1963-1976, 1987	
1A	1	Membership Lists	1966-1972
	2	Membership Lists	1973-1976
	3	Membership Lists (see publications, beg. 1986)	1977-1984
	4	SLA Newspaper Clippings	1966-1971, 1983
	5	SLA Press Releases	1972-1973

### **Series II: Officers**

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
2	1	Roster of Officers & Comm. Members	1964-84, 1987-94
	2	Board of Directors Meetings	1978-1980

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
2	2a	SLA Board of Directors Correspondence, Action Items	1987-1989
	3	Bulletin Editor and Business Manager	1971-1972
	4	Bulletin Editor and Business Manager	1973
	5	Bulletin Editor and Business Manager	1974-1977, 1983, 1985-1993
	5a	Bulletin Editor and Business Manager	1994-1995
	6	Executive Board/Advisory Council	1967-1968
	7	Executive Board/Advisory Council	1969
	8	Executive Board/Advisory Council	1970-1971
	9	Executive Board/Advisory Council	1972-1973
	10	Executive Board/Advisory Council	1974-1975
	11	Executive Board/Advisory Council	1976-1977
	12	Executive Board/Advisory Council	1978-1980
	13	Executive Board/Advisory Council	1982-1992
	13a	Executive Board/Advisory Council	1993-1994
	14	Chapter President, John L. Cook	1963-1964
	15	Chapter President, John L. Cook	1964-1965
	16	Executive Board Annual Report	1963-1964
	17	Chapter President, Larry X. Besant	1964-1965
	17a	Chapter President, Helen Rolfe	1965-1966
	18	Chapter President, Donald F. Nims	1966-1967
	19	Chapter President, Theodore J. Nunn	1967-1968
	20	Chapter President, Ilo Fisher	1968-1969
	21	Chapter President, James Damico	1969
	22	Chapter President, James Damico	1970
	23	Chapter President, Julia F. Olt	1970-1971
24	Chapter President, Julia F. Olt	1970-1971	
25	Chapter President, Julia F. Olt	1971	
3	1	Chapter President, Virginia E. Yagello	1971-1972
	2	Chapter President, Virginia E. Yagello	1971-1972
	3	Chapter President, Virginia E. Yagello	1972
	4	Chapter President, Virginia E. Yagello	1972
	5	Chapter President, Margaret A. Roach	1972-1973
	6	Chapter President, Margaret A. Roach	1972-1973
	7	Chapter President, Margaret A. Roach	1972-1973
	7a	Chapter President, Edith Woodward	1973-1974
7b	Chapter President, Jane Bottoms	1974-1975	

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>	
3	8	Chapter President, Julian R. Larson	1975-1976	
	9	Chapter President, Elizabeth C. Biggert	1976-1977	
	10	Chapter President, Marjorie H. Brant	1977-1978	
	11	Chapter President, Marjorie H. Brant	1977-1978	
	12	Chapter President, Margaret A. Roach	1978-1979	
	12a	Chapter President, Elizabeth Sawyers	1979-1980	
	12b	Chapter President, Donna Martin	1980-1981	
	13	Chapter President, Lynn Heer	1981-1982	
	14	Chapter President, Judy Hecht	1982-1983	
	15	Chapter President, Fred Helser	1983-1984	
	16	Chapter President, Tom Rohmiller	1984-1985	
	17	Chapter President, Caroline Quinn	1985-1986	
	18	Chapter President, Frances Sullivan	1986-1987	
	19	Chapter President, Ellen Mimnaugh	1987-1988	
	20	Chapter President, Mary Grace Hune; Carol Feltes	1988-1989	
	21	Chapter President, Carol Feltes	1989-1990	
	22	Chapter President, Ronald Lundquist	1990-1991	
	23	Chapter President, Kay Landis	1991-1992	
	24	Chapter President, Mary Marshall	1992-1993	
	25	Chapter President Mary Marshall, Great Lakes Regional Conf. II Planning	1992-1993	
	26	Chapter President, Janet Bix	1993-1994	
	27	Chapter President, Connie Sheridan	1994-1995	
	28	Chapter President, Alice Bell	1995-1996	
	3A	1	Treasurer's Ledgers	1964-1974
		2	Treasurer	1963-1965
		3	Treasurer	1967-1968
		4	Treasurer	1968-1970
		5	Treasurer	1971-1972
6		Treasurer	1975	
7		Treasurer	1976	
8		Treasurer	1977	
4	1	Treasurer	1978	
	2	Treasurer	1979	
	3	Treasurer	1980	
	4	Treasurer	1981-1982	
	5	Treasurer	1983-1990	

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
4	5a	Treasurer	1991-1995
	6	Secretary (annual reports) Minutes: See Executive Board Min. See Chapter Business Meet.	1983-1986, 1989- 1990, 1995

### Series III: Committees

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
4	7	Committee Guidelines	Undated
	8	Archives Committee	1981-1995
	9	Logo and History Information for 30 <sup>th</sup> Anniversary	1993
	10	30 <sup>th</sup> Anniversary Dinner and Meeting (including Organizational History Presentation)	1993
	11	Bylaws and Procedures Manual Comm.	1985-1988
	12	Career Guidance & Positive Action Comm.	1987-1988, 1995
	13	Consultation Services Committee	1967-1969, 1983, 1990-1993
4A	1	Elected Director's Report	1988, 1990-1995
	2	Education Committee – changed to Professional Development Comm.	1967-1983
	3	Employment Committee	1972-1995
	4	Government Relations Committee	1985-1990, 1994- 1995
	5	Hospitality Committee– see also program coordinators	1983
	6	International Relations Committee	1995
	7	Long Range Planning Committee	1983, 1986, 1989- 1990, 1992-1995
	8	Membership Committee	1967
	9	Membership Committee	1968
	10	Membership Committee	1969-1970
	11	Membership Committee	1971
	12	Membership Committee	1972
	13	Membership Committee	1973
	14	Membership Committee	1974
	15	Membership Committee	1975
	16	Membership Committee	1976

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Dates</u>
5	1	Membership Committee	1977
	2	Membership Committee	1978-79; 1982-1993
	3	Nominating Committee/ Tellers	1963-1990, 1992-1993, 1995
	4	Networking Committee	1984-86, 1990, 1993
	4a	NTIS Liaison Committee	1987-88, 1993-1994
	4b	OCLIS	1993, 1995
	5	Positive Action Liaison Committee	1977-84, 1990, 1993
	6	Procedures Manual Committee (see Bylaws and Procedures Comm.)	1979-1985
	6a	Professional Development Committee	1986-1992
	7	Program Committee – Guest Speakers	1967-1980
	8	Program Committee – Meeting Notices	1967-1971
	9	Program Committee – Meeting Notices	1971-83, 1989-1994
	10	Correspondence	1967-1968
	11	Correspondence	1970
	12	Correspondence	1971-1972
	13	Correspondence	1973-1982, 1990
	14	Program Chair Report	1968; 71; 73; 75-78; 85; 89-91; 93-95
14a	Meeting Coordinators Report	1984, 1988-1990	
15	Public Relations Committee	1982-84, 1987-88, 1991-1994	
16	Recruitment	1969	
17	Recruitment Committee Tours	1969	
5A	1	Recruitment Committee Tours	1970
	2	Recruitment Committee	1970
	3	Recruitment Committee	1972-1973
	4	Recruitment Committee	1976
	5	75 <sup>th</sup> Anniversary Committee (National)	1984
	6	Student Conference Award	1990, 1993, 1995

#### **Series IV: Projects**

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
6	1	Annual Conference (Denver, St. Louis)	1963-1964
	2	Annual Conference (New York)	1967



<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>	
6	3	Annual Conference (Los Angeles)	1968	
	4	Annual Conference (Montreal)	1969	
	5	Annual Conference (Detroit)	1970	
	6	Annual Conference (San Francisco)	1971	
	7	Annual Conference (Boston)	1972	
	8	Annual Conference (Pittsburgh)	1973	
	9	Annual Report	1974	
	10	Annual Report	1975	
	11	Annual Report, Annual Conference	1976, 1977	
	12	Annual Conference (Kansas City, MO)	1978	
	13	SLA Mid-Winter Meeting	1968	
	14	SLA Mid-Winter Meeting	1969	
	15	SLA Mid-Winter Meeting	1969	
	16	SLA Mid-Winter Meeting	1970	
	17	SLA Mid-Winter Meeting	1970	
	18	SLA Mid-Winter Meeting	1971	
	19	SLA Mid-Winter Meeting	1972	
	20	SLA Mid-Winter Meeting	1973	
	21	SLA Mid-Winter Meeting	1977	
	22	SLA Mid-Winter Meeting	1978	
	7	1	Recording of Dayton Chapter Workshop Discussion	April 13, 1966
		1a	Joint Meeting, Mid-West Chapters	1961
2		Library Assistants Workshop (also tape of workshop evaluation)	1966	
3		Library Assistant Workshop	1967	
4		Elizabeth Usher visit to Dayton	Undated	
5		Joint Meeting, Dayton-Cincinnati	1968	
6		Class, Special Libraries	1968	
7		Class, Special Libraries	1968	
8		Continuing Education Workshop	1970	
9		Joint Meeting, Cincinnati-Cleveland-Dayton	1971	
10		Joint Meeting, Cincinnati-Cleveland-Dayton	1971	
11		Joint Meeting, Dayton-Columbus	1971-1972	
12		Library Technology Workshop	1973	
13		Report of the Interlibrary Cooperation Planning Institute (The State Library of Ohio)	1975	
14		Seminar on Serials	1975	
15	Seminar	1976		

	16	Mini-Workshop	1977
<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
7	17	Ohio White House Conference	1978
	18	The State Library of Ohio-Services, Long-Range Planning	1978, 1979-1980
	19	OMICC and ORLIS Meetings	Feb. 1979
	20	Professional Development Seminar-Competitive Intelligence Searching	[1992?]
Great Lakes Regional Conference II: Planning and Administrative Records			
7A	1	GLRCII: Correspondence	1990-1993
	2	GLRCII: Planning Committee Meeting Agendas and Minutes	1990-1992
	3	GLRCII: Miscellaneous Materials from the first GLRC	1989
	4	GLRCII: Timelines	Undated
	5	GLRCII: Database Specifications	Undated
	6	GLRCII: Logo Design	1990
	7	GLRCII: Committees	1991-1992
	8	GLRCII: Site 2 Hospitality	1990-1992
	9	GLRCII: Fundraising	1992
	10	GLRCII: Publicity-Preconference	1991-1992
	11	GLRCII: Publicity-Postconference	1992
	12	GLRCII: Registration	1992
	13	GLRCII: Programming	1991-1992
	14	GLRCII: Workshops; Continuing Education	1991-1993
	15	GLRCII: Technology Fair	1992
	16	GLRCII: Conference Award	1992
	17	GLRCII: Summary of Conference Attendees' Evaluations	1992
Great Lakes Regional Conference II: Financial Records; Media			
7B	1	GLRCII: Budgets	1991-1992
	2	GLRCII: Account Analysis	1992-1993
	3	GLRCII: Accounts Payable	1991-1993
	4	GLRCII: Bank Reconciliations	1991-1993
	5	GLRCII: Miscellaneous Financial Papers	1990-1993
	6	GLRCII: Floppy Diskette	1992
	7	GLRCII: Video Tape of Conference Proceedings	1992

8 Photographs & Negatives - Conference, 1992  
Columbus, OH

**Series V: Publications**

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
8	1	Guidelines for Exec. Bd. And Advisory Council	1978
	2	SLA Chapter Guidelines	1976-1977
	3	SLA Chapter Guidelines	1985
	3a	SLA Chapter Guidelines	undated, 1987
	4	SLA Numeric Chapter Listing	July 1988
	5	Consultation Service Newsletter	1964-1973
	6	SLA Chapter Manual (from parent organization)	1964
	7	SLA Consultation Service Manual	1968
	8	SLA Bylaws	1969-1970
	9	SLA Directory of Chapters, Committees, Divisions	1969-1971
	10	SLA Legal & Tax Primer for Association Units	1984,1987
	11	"How to be a Fund Raiser for Special Projects"	1987
	12	Regional Continuing Education Program	[198?]
	13	Membership Directory (s.a. Box 1, No. 23)	1986-1994
8A	1	SLA Triennial Salary Survey	1983
	2	SLA Annual Report	1986-1987
	3	SLA Support for the Equal Rights Amendment (ERA)	1978
	4	Manuscript: <i>Three Grande Dames, or, Dayton, Ohio as a Well Spring of Women Special Librarians</i> (with libraries' chronology) by Eugene B. Jackson	1979
	5	SLA Middle Management Institute Registration Information	1996
9	1	Queen City Bulletin	1955-1963
	2	Bulletin Index	1964-1974
	3	Bulletin, Vol. 1-2	1963-1965
	4	Bulletin, Vol. 3-5	1965-1968
	5	Bulletin, Vol. 6-7	1968-1970
	6	Bulletin, Vol. 7-8	1971-1972
	7	Bulletin, Vol. 9	1972-1973
	8	Bulletin, Vol. 10-11	1973-1975
	9	Bulletin, Vol. 11 (plain paper duplicates)	1974-1975

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
10	1	Bulletin, Vol. 12-13	1975-1977
	2	Bulletin, Vol. 14-17	1978-1981
	3	Bulletin, Vol. 18-21	1982-1985
	4	Bulletin, Vol. 22-25	1986-1990
	5	Bulletin, Vol. 26	1990-1991
	6	Bulletin, Vol. 27-28	1991-1993
	7	Bulletin, Vol. 29 (Nos. 1-4)-30 (Nos. 1-2)	1994-1995
11	1	Bulletin, SLA Business & Finance Division, Nos. 106, 108	1997-1998
	2	Bulletin, SLA Food, Agriculture, and Nutrition Division, Vol. 29 (No. 2/3)	1997-1998
	3	Bulletin, SLA Information Technology Division, Vol. 14	1998
	4	Bulletin, SLA Insurance and Employee Benefits Division	Fall 1997
	5	Bulletin, SLA Library Management Division, Vol. 21 (No. 1)	1998
	6	Bulletin, SLA Museum, Arts, & Humanities Division, Vol. 28 (No.4)	1998
	7	Bulletin, SLA Social Science Division, Vol. 39 (No. 2)	1998
	8	Bulletin, SLA Petroleum & Energy Resources Division, Vol. 20 (Nos. 1 and 2)	1997-1998
	9	Bulletin, SLA Pharmaceutical & Health Division, Vol. 13 (Nos. 1 and 2)	1997
	10	Bulletin ( <i>Queen City Gazette</i> )-SLA, Cincinnati Chapter	1955-1964, 1997
	10a	Bulletin ( <i>North Coast Notes</i> )-SLA, Cleveland Chapter	1998
	11	Bulletin ( <i>Indiana Slant</i> )-SLA, Indiana Chapter	1996-1998
	12	Bulletin ( <i>Informant</i> )-SLA, Illinois Chapter	1995-1998
	13	Bulletin ( <i>Wisconsin Slant</i> )-SLA, Wisconsin Chapter	1995-1998
	14	Bulletin-SLA, Western Michigan Chapter	1997-1998
	15	Bulletin-SLA, Michigan Chapter	1997-1998
	16	Bulletin-SLA, Eastern Canada Chapter	1997-1998
	17	Bulletin ( <i>Courier</i> )-SLA, Toronto Chapter	1995-1998
18	Bulletin-SLA, Boston Chapter	1995-1998	

19	Bulletin-SLA, Upstate New York Chapter	1995, 1998
20	Bulletin ( <i>Soundings</i> )-SLA, Long Island Chapter	1997

<u>Box</u>	<u>File</u>	<u>Description</u>	<u>Date</u>
	21	Bulletin ( <i>Chapter News</i> )-SLA, New York Chapter	1995-1998
	22	Bulletin-SLA, Fairfield County (CT) Chapter	1995-1998
	23	Bulletin-SLA, Connecticut Valley Chapter	1995
	24	Bulletin-SLA, New Jersey Chapter	1995-1996
	25	Bulletin-SLA, Philadelphia Chapter	1996-1998
	26	Bulletin ( <i>Pointer</i> )-SLA, Pittsburgh Chapter	1995-1998
12	1	Bulletin ( <i>Chapter Notes</i> )-SLA, Washington, D.C. Chapter	1995-1998
	2	Bulletin-SLA, Baltimore Chapter	1995-1996
	3	Bulletin-SLA, Virginia Chapter	1995-1998
	4	Bulletin ( <i>Heart of America</i> )-SLA, Missouri Chapter	1995-1998
	5	Bulletin ( <i>The Slate</i> )- SLA, St. Louis Metropolitan Chapter	1995-1998
	6	Bulletin-SLA, Mid-Missouri Chapter	1998
	7	Bulletin ( <i>Peach State Update</i> )-SLA, Georgia Chapter	1998
	8	Bulletin-SLA, Florida & Caribbean Chapter	1995-1996
	9	Bulletin ( <i>LaSoMi</i> )-SLA, Louisiana/Southern Mississippi Chapter	1996-1998
	10	Bulletin ( <i>River City Reporter</i> )-SLA, Omaha Chapter	1995-1997
	11	Bulletin ( <i>Lone Star Librarian</i> )-SLA, Texas Chapter	1996
	12	Bulletin ( <i>The Columbine</i> )-SLA, Rocky Mountain Chapter	1995, 1998
	13	Bulletin-SLA, Rio Grande Chapter	1995-1998
	14	Bulletin-SLA, Arizona Chapter	1996
	15	Bulletin-SLA, San Francisco Bay Region Chapter	1995-1998
	16	Bulletin ( <i>Faultline</i> )-SLA, San Andreas Chapter	1995-1998
	17	Bulletin-SLA, Sierra Nevada Chapter	1996
	18	Bulletin-SLA, Southern California Chapter	1995-1998