**Young Women’s Christian Association of Brooklyn**
Accession #2011-001

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<th><strong>Dates</strong></th>
<th>Inclusive dates: 1888-2011</th>
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<td><strong>Extent</strong></td>
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<td><strong>Creator</strong></td>
<td>Young Women’s Christian Association of Brooklyn</td>
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Finding aid written by Steven Calco, 2013.

**Preferred Citation**
Item, folder title, box number, Young Women’s Christian Association of Brooklyn, Brooklyn College Archives and Special Collections, Brooklyn College Library

**Related Materials**
Related materials may be found at Smith College Archives: YWCA of the U.S.A. Records, 1860-2002

**Subject Headings**
Adolescence--United States--History--20th century.
African Americans--Civil rights--History--20th century.
Race relations--United States--History.
Women--Employment--History.
Women--Suffrage--New York (State)--New York.
Working class women--United States--History--20th century.
Young Women's Christian Association (Brooklyn, N.Y.)
Collection Outline

Sub-Group I: Scrapbooks
   Series 1: Scrapbooks

Sub-Group II: Photographs / Negatives / Slides
   Series 1: Administration
   Series 2: Building Photographs
   Series 3: Campaigns
   Series 4: Education
   Series 5: Exhibits
   Series 6: Recreational

Sub-Group III: Printed Material
   Series 1: Printed Material

Sub-Group IV: Minutes
   Series 1: Executive Minutes
   Series 2: Branch Minutes

Sub-Group V: Branch Files / Reports
   Series 1: Branch Files / Reports

Sub-Group VI: Financial Records
   Series 1: Payroll
   Series 2: Financial Records / Ledgers
   Series 3: Fundraising Records

Sub-Group VII: Construction Records
   Series 1: Central Branch Building Specifications
   Series 2: Central Branch Fundraising
   Series 3: Central Branch Legal and Financial Records
   Series 4: Branch Blueprints

Sub-Group VIII: Educational Records
   Series 1: Educational Records

Sub-Group IX: History / Anniversaries
   Series 1: History / Anniversaries

Sub-Group X: Administrative Files
   Series 1: Board of Directors Correspondence
   Series 2: Membership
   Series 3: Personnel Files
Subgroup I: Scrapbooks

Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Ashland Branch Newspaper Clippings 1920s (1 of 3)
Folder 2 Ashland Branch Newspaper Clippings 1920s (2 of 3)
Folder 3 Ashland Branch Newspaper Clippings 1920s (3 of 3)
Ashland Branch Newspaper Clippings 1920s Cover

Box 2 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Sunday Services Book, 1920-1921
Scrapbook 2 Central Branch Building Campaign 1921-1925
Scrapbook 3 Central Branch Building Campaign 1925 (Fragile)

Box 3 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Newspaper Clippings 1926-1928 (Fragile)
Scrapbook 2 Newspaper Clippings 1928-1931 (Fragile)

Box 4 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Business Girls Department 1928-1931 (Fragile)
Scrapbook 2 Fireside Club 1932

Box 5 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Newspaper Clippings 1931-1933
Scrapbook 2 Newspaper Clippings 1933-1934

Box 6 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Book of Events September 15, 1936-June 30, 1937
Scrapbook 2 Newspaper Clippings 1937-1938
Scrapbook 3 Fiftieth Anniversary Scrapbook 1938
Scrapbook 4 World War II Clippings Scrapbook (Not YWCA) 1939

Box 7 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Scrapbook 1 Newspaper Clippings 1938-1939
Scrapbook 2 Newspaper Clippings 1939

**Box 8 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 International Institute 1936-1939
Folder 2 Photographic History Scrapbook -1939
Scrapbook 1 Newspaper Clippings 1939-1940

**Box 9 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Greenpoint Branch 1932-1939

**Box 10 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Scrapbook 1 Greenpoint Branch 1939-1942

**Subgroup II: Photographs, 1920-1960**

**Series 1: Administration**

**Box 1** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Board of Directors: Mrs. William H. Arnold; Mrs. Phillipe P. Elliot; Mrs. Mary Shotwell Ingraham; Mrs. Palmer H. Jadwin; Mrs. Archie Marvel; Mrs. Edwin P. Maynard (1938); Mrs. Walter Truslow

**Series 2: Building Photographs- YWCA**

**Box 1 (cont.)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 2 Central Building- 30 Third Ave, 1920s-1930s
Folder 3 Central Building- 376 Schermerhorn St.
Folder 4 Eastern District YWCA
Folder 5 Greenpoint Branch
Folder 6 International Institute
Folder 7 Judson-Post Hall
Series 3: Campaign

Box 1 (cont.) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 8 Campaign, 1920s
“Mrs. Henry Halstead, Brooklyn YWCA activist-fundraiser indicating progress of drive for erection of 30 Third Avenue building, 1921”
“Opening dinner of 1925 campaign for $70,000 held on November 10th 1924”
YWCA Billboard Mrs. Costel, 1926-27
“View of window display in Loesers during Finance Campaign”

Folder 9 Campaign, 1939
“Campaign Dinner, 1938 scrapbook- ‘Newspaper Clippings’”
Untitled, undated.
“Window display- Abraham + Straus Campaign- Nov 1939”

Series 4: Educational

Box 2 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Beauty School, 1938-1939
Folder 2 Business Training, 1936-1956
Folder 3 Health Education (Gym), Undated, 1930s-1969.
Folder 4 Health Education (Swim), Undated, 1920s-1969.

Series 5: Exhibits

Box 3 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 5:
2-A: Caption- “A nursing class at the Ashland Place YWC, 1930s”
1-M: Caption- “YW toboggan riders at Bear Mountain, NY, 1936”
C-7: Caption- “Winter Sports at Jadwin Weekend Cabin-1930s”
2-B: Caption- “Swimming classes, 1937”

Folder 6:
2-D: Caption- “Folk dance class, 1937”
2-E: Caption- “A YW tennis enthusiast, 1937”
A-6: Caption- “Food Services Program, 1938”

Folder 7:
C-3: Caption- “Gym Class circa 1938”
Series 6: Recreational

Box 3 (cont.) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 8 Arts and Crafts, 1936-1950s
Folder 9 Christmas-1930s-1960s
Folder 10 CO-ED, undated, 1930-1960s
Folder 11 Dramatics, undated, 1930s-1950s
Folder 12 International Institute, undated, 1920s-1950s

Subgroup III: Print Materials

Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Newsletters Greenpoint Branch YWCA
Folder 2 Newsletters Mabel Cratty Bulletin No. 3-4, 1929
Folder 3 Newsletters News Bulletin, 1935 (fragile)
Folder 4 Newsletters The Roundabout, 1930-1931
Folder 5 Newsletters Upstairs and Down, 1938
Folder 6 Newsletters The Woman's Press, 1939
Folder 7 Newsletters YWCA Leadership Bulletin, 1933-1934
Folder 8 Newsletters Y's Ways, 1939-1940
Folder 9 Programs 1920s
Folder 10 Programs and Brochures 1930s
Folder 11 Programs Ashland Branch, 1920s
Folder 12 Programs Central Branch Opening 1928
Folder 13 Programs Eastern Branch, 1927
Folder 14 Programs International Institute, 1920-1930s
Folder 15 Programs Memorial Programs: Clinton L. Rossiter (with Photo); Elizabeth Adams (1938); Mary Edwards Twitchell (1954)
Folder 16 Programs Robin Hood Camp, 1930s
Folder 17 Publications 1921 Survey of the YWCA of Brooklyn
Folder 18 Publications Adapted Group Gymnastics by Lillian Curtis Drew 1927
Folder 19 Publications Objectives of Group Work by Clara A. Kaiser 1936

Subgroup IV: Minutes of the YWCA of Brooklyn

Series 1: Executive Minutes
Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Minutes Board of Directors, 1919-1926
Folder 2 Minutes Board of Directors, 1927-1931
Folder 3 Minutes Board of Directors Ledgers 1920-1936
Folder 4 Minutes Board of Directors 1932-1935
Folder 5 Minutes Board of Directors 1936-1939

Box 2 (Quarter Box) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Minutes Board of Trustees, 1921-1930

Box 3 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Minutes Business Staff, 1939-1942
Folder 2 Minutes Executive Committee 1913-1922
Folder 3 Minutes Executive Committee 1926-1931
Folder 4 Minutes Library Committee 1916-1923

Box 4 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Minutes Committee of Management, Ashland Place, 1926-1940
Folder 2 Minutes Committee of Management, Ashland Place, 1931-1938
Folder 3 Minutes Committee of Management, Ashland Place, 1941-1942
Folder 4 Minutes Committee of Management, Central Branch, 1927-1928
Folder 5 Minutes Committee of Management, Central Branch, 1931-1932
Folder 6 Minutes Committee of Management, Central Branch 1933-1935
Folder 7 Minutes Committee of Management, Central Branch 1937-1938
Folder 8 Minutes Committee of Management, Central Branch 1939-1941

Box 5 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Minutes Committee of Management, Eastern District 1917-1925
Folder 2 Minutes Committee of Management, Eastern District, 1934-1936
Folder 3 Minutes Committee of Management, Eastern District, 1937
Folder 4 Minutes Committee of Management, New Utrecht, 1927-1931
Folder 5 Minutes Committee of Management, New Utrecht, 1931-1934

Series 2: Branch Minutes

Box 6 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Minutes, Central Branch - Education Committee, 1939-1942
Folder 2 Minutes, Central Branch - Industrial Committee, 1925-1933
Folder 3 Minutes Central Branch – League of Industrial Women of Brooklyn, 1920s
Folder 4 Minutes, Central Branch - Public Affairs, 1937-1942
Folder 5 Minutes, Central Branch - Sunday Forum, 1930-1934
Folder 6 Minutes, Central Branch - Sunday Forum, 1935-1936

Box 7 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Folder 1 Minutes, Central Branch – Staff, 1926-1929
Folder 2 Minutes, Central Branch - Staff, 1930
Folder 3 Minutes, Central Branch - Staff, 1931
Folder 4 Minutes, Central Branch – Staff, 1932-1934
Folder 5 Minutes Central Branch - Staff, 1936
Folder 6 Minutes Greenpoint Branch, 1919-1931

Box 8 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Folder 1 Minutes Eastern District - Cabinet Meetings, 1917-1925
Folder 2 Minutes Eastern District - Girls, Girl Reserves, Industrial, Business and Professional Departments, 1930-1934
Folder 3 Minutes Eastern District - Membership Council, Eastern District, 1918-1934
Folder 4 Minutes Eastern District - Swimming Club, 1931

Subgroup V: Branch Files / Reports

Series 1: Branch Files / Reports

Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Ashland Branch By-Laws
Folder 2 Ashland Branch Employment Annual Report, 1934, 1936-1940
Folder 3 Ashland Branch Reports Committee of Management, 1936-1939
Folder 4 Central Branch Annual Reports National Board, 1934
Folder 5 Central Branch By-Laws, 1920s

**Box 2** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Central Branch By-Laws adopted 1921; amended 1923
Folder 2 Central Branch By-Laws adopted 1939
Folder 3 Central Branch Deed 1925
Folder 4 Central Branch Departmental Reports: Business and Professional, Cafeteria, Education, Employment, Finance, Girl Reserve, House Department, Membership, Health Education, Religious Education, Residence, Room Registry, Library 1928

**Box 3** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Central Branch Departmental Reports: Business and Professional, Business School, Education, Employment, Food Service, Girl Reserve, Young Employed Girls, 1933-1934
Folder 2 Central Branch Departmental Reports (1 of 3), 1934
Folder 3 Central Branch Departmental Reports (2 of 3), 1934
Folder 4 Central Branch Departmental Reports (3 of 3), 1934

**Box 4** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Central Branch Reports Business and Professional Department, 1934
Folder 2 Central Branch Reports Detective Reports, Contracts 1929-1930
Folder 3 Central Branch Reports General Secretary, 1925-1928
Folder 4 Central Branch Reports General Secretary, 1929-1930
Folder 5 Central Branch Reports General Secretary, 1935
Folder 6 Central Branch Reports General Secretary, 1936-1941
Folder 7 Central Branch Reports Industrial Department 1933
Folder 8 Central Branch Reports Membership 1923-1929

**Box 5** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Central Branch Reports Public Affairs Department 1933
Folder 2 Central Branch Reports Treasurer 1918-1927
Folder 3 Eastern District Annual Reports, 1935-1936
Folder 4 Eastern District By-Laws, Agendas 1930s
Folder 5 Eastern District Club Members, 1930s
Folder 6 Eastern District Committee on Eastern District Continuing Work 1937-1938
Folder 7 Eastern District Finance and Salaries, 1930s
Folder 8 Eastern District / International Institute, 1930s
Folder 9 Eastern District Reports Board Meeting, 1930s

Box 6 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Eastern District Reports Building Reports and Sales, 1920s
Folder 2 Eastern District Reports Business Girls Department, 1922-1929
Folder 3 Eastern District Reports Business Girls Department, 1926-1929
Folder 4 Eastern District Reports Business and Industrial Departments, 1930-1931
Folder 5 Eastern District Reports Educational Council 1923-1925
Folder 6 Eastern District Reports General Secretary, 1919-1933
Folder 7 Eastern District Reports Girls Reserve Department, 1923-34
Folder 8 Eastern District Reports Girls Reserve, Business Girls, Industrial Girls Departments, 1935
Folder 9 Eastern District Reports Girls Reserve Secretary Department, 1927-1934
Folder 10 Eastern District Reports Health Education Department, 1922-1929
Folder 11 Eastern District Reports Health and Education Departments, 1930-1932
Folder 12 Eastern District Reports Industrial and Business Girls, 1930-1933

Box 7 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Eastern District Reports Membership, 1922-1936
Folder 2 Eastern District Reports Memberships, Transfers, Personnel 1920-1940s
Folder 3 Eastern District Reports Music School, 1922-1925
Folder 4 Eastern District Reports Swimming Department, 1923-1930
Folder 5 Eastern District Reports Swimming Department, 1931-1932
Folder 6 Eastern District Reports Young Employed Girls, 1933
Folder 7 Eastern District Sale of the Eastern District Building, 1935-1937
Folder 8 Eastern District Title to 138 Milton St, December 1920
Folder 9 Gould Club Reports 1924-1935
Folder 10 Harriet Judson Benedict and Benedict Insurance, 1930
Folder 11 International Institute Title Closing of 54 Sidney Place; 245 Carlton Avenue 1922
Folder 12 Metropolitan Annual Reports, 1933
Folder 13 New Utrecht, 1929-1934
Folder 14 New Utrecht, 1934
Folder 15 New Utrecht, 1934-1935
Folder 16 New Utrecht Secretary’s Report, 1931-1934

Subgroup VI: Financial Records
Series 1: Payroll

Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 All Branches Payroll 1930s
Folder 2 Central Branch Payroll 1913-1926
Folder 3 Central Branch Payroll 1927-1930
Folder 4 Central Branch Payroll 1931-1934

Box 2 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Central Branch Payroll 1935-1937
Folder 2 Central Branch Payroll 1938-1939
Folder 3 Director’s Payroll 1919-1929
Folder 4 Director’s Payroll 1930-1938

Box 3 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Director’s Payroll 1939-1942
Folder 2 Eastern District Payroll 1927
Folder 3 Eastern District Payroll 1928
Folder 4 Eastern District Payroll 1929
Folder 5 Eastern District Payroll 1930

Box 4 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Eastern District Payroll 1931
Folder 2 Eastern District Payroll 1932
Folder 3 Eastern District Payroll 1933
Folder 4 Eastern District Payroll 1934-1935; Eastern District Non-Salaried Payroll 1936

Series 2: Financial Reports / Financial Ledgers

Box 5 (Quarter Box) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 All Branches Passbooks (1 of 2) 1927-1986
Folder 2 All Branches Passbooks (2 of 2) 1927-1986
Folder 3 All Branches Financial Statements / Notes (some handwritten) 1939, 1940
Folder 4 All Branches Financial Statements pamphlets 1916, 1919-1925, 1927, 1929-1939
Folder 5 All Branches Financial Reports 1930-1932
Box 6 (oversized) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Board of Directors Cash Books, 1921-1926
Board of Directors Cash Books, 1927
Board of Directors Cash Books, 1933-1936

Box 7 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Board of Directors Cash Books, 1920-1936
Board of Directors Cash Books, 1929-1934
Board of Directors Cash Books, 1935-1936

Box 8 (Oversized) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Board of Directors Receipts and Disbursements 1937-1939
Bush Terminal Cash Book, 1920s
Bush Terminal Cash book, 1930
Folder 1 Bush Terminal Financial Reports 1928-1931

Box 9 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Bush Terminal Cash Book, 1919-1931
Central Branch Financial Ledger 1910-1920s
Central Branch Cash Book 1916-1924

Box 10 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Central Branch Audit Sheets and Bills 1933
Folder 2 Central Branch Audit Sheets and Bills 1934
Folder 3 Central Branch Audit Sheets and Bills 1936
Folder 4 Central Branch Audit Sheets and Bills 1938

Box 11 (Oversized) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Petty Cash Book 1916-1924

Box 12 (Oversized) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Invoice Book 1916-1924
Central Branch Cash Book 1925-1927

**Box 13 (Quarter Box)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Trial Balances 1916-1932
Central Branch Trial Balances 1933-1942

**Box 14 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Receipts and Disbursements 1921-1928
Central Branch Disbursements 1928-1932
Central Branch Receipts 1928-1936

**Box 15 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Receipts and Disbursements 1937-1941

**Box 16 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Cash Book 1934-1942
Central Branch Receipts 1940; Receipts and Disbursement Summaries 1939-1940

**Box 17 (Oversized)** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Central Branch Financial Ledger 1936-1939
Eastern District Cash Books 1933-1936 (3 ledgers, loose sheets)
Eastern District Accounts / receipts 1925-1934 (small ledger)

**Box 18** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Eastern District General Financial Reports 1920-1925
Folder 2 Eastern District General Financial Reports 1926-1933
Folder 3 Eastern District Detailed Financial Reports 1924
Folder 4 Eastern District Detailed Financial Reports 1925-1926
Folder 5 Eastern District Detailed Financial Reports 1927-1928
Folder 6 Eastern District Detailed Financial Reports 1929

**Box 19** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Folder 1 Eastern District Detailed Financial Reports 1930
Folder 2 Eastern District Detailed Financial Reports 1931
Folder 3 Eastern District Detailed Financial Reports 1932
Folder 4 Eastern District Detailed Financial Reports 1933-1936

**Box 20** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Greenpoint Branch Blank Checkbooks 1930s
Folder 2 Greenpoint Branch Cancelled Checks 1930s
Folder 3 Greenpoint Branch Cancelled Checks 1938
Folder 4 Greenpoint Branch Cancelled Checks 1938
Folder 5 Greenpoint Branch Bank Statements 1938

**Series 3: Fundraising**  
**Box 21** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Campaign 1928-1931
Folder 2 Campaign 1932-1943
Folder 3 Campaign 1934-1935, 1938-1939

**Subgroup VII: Building and Construction Records**  
**Series 1: Central Branch Building Specifications**  
**Box 1** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Building Specifications Correspondence, building specifications, 1925
Folder 2 Building Specifications Book Architectural and Mechanical Specifications for Central Branch YWCA, 1926
Folder 3 Building Specifications Correspondence, building specifications, 1927
Folder 4 Building Specifications Correspondence with architect, 1927-28
Folder 5 Building Specifications Room number assignments and telephone extensions, 1928
Folder 6 Equipment Proposals, Installation, Estimates, 1927-28
Folder 7 Equipment 1928
Folder 8 Equipment Correspondence, drain fixtures, 1928
Folder 9 Equipment Correspondence, gymnasium floors, 1928
Folder 10 Equipment 1929

**Box 2** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Folder 1 Furnishings Education Department, 1925-28
Folder 2 Furnishings Inventory 1926-27
Folder 3 Furnishings Committee Correspondence, 1926-27
Folder 4 Furnishings Committee Correspondence 1927-2
Folder 5 Furnishings Orders A-K, 1927-28
Folder 6 Furnishings Orders L-W, 1927-28

Box 3 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Furnishings Estimates 1927-28
Folder 2 Furnishings Budgets 1927-28

Series 2 Central Branch Fundraising
Box 3 (cont.) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 3 Budget Difference Campaign Reports 1922-1925
Folder 4 Budget Difference Campaign Reports 1928-1929
Folder 5 Campaign Building Fund Pledge Card and Ledger 1925
Folder 6 Campaign Building Fund with Pledges 1920-1927

Box 4 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Campaign Building Fund with Pledges 1928
Folder 2 Correspondence John D. Rockefeller’s Office 1924-1925
Folder 3 Correspondence Memorial Donations 1920s
Folder 4 Campaign Daily Division Cash Reports, 1920s
Folder 5 Campaign Flyers

Box 5 (Oversized) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Fund Campaign Ledger, 1925-1932
Folder 2 Fund Daily Report Sheets 1924-1925

Series 3 Central Branch Legal and Financial
Box 5 (cont.) (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Folder 3 Central Branch Certificate of Recognition by the Brooklyn Chamber of Commerce, 1923
Folder 4 Old Building Records, 1913-1925

**Box 6** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Architect agreement, 1924
Folder 2 Bills, Utilities, Tax Receipts, 1925-1931
Folder 3 Bonds and Mortgage, 1919-1932
Folder 4 Budgets 1925-1927
Folder 5 Central Branch Balance Sheets, 1927
Folder 6 Central Branch Insurance Reports 1928-1923
Folder 7 Central Branch Treasurer’s Reports, 1915-1929
Folder 8 Certificates, Permits, 1925-1931
Folder 9 Contracts, Agreements, Permits, 1925-1936
Folder 10 Correspondence Central Branch Architectural Budget, 1922-1928
Folder 11 Guarantees, Extensions, 1911-1929
Folder 12 Insurance 1925-1931
Folder 13 Insurance Policies, Titles, Warranties, and Claims for the Brooklyn YWCA, 1908-1930
Folder 14 Mortgages and Titles 1924-1932

**Series 4: Branch Blueprints**
(Flat File) (Conservation of these items were achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Early Blueprints, Dedications 1925
Folder 2 Central Branch Frederick L. Ackerman Original Architect Plans, #78-96, #103-104, #230
Folder 3 1926 Central Branch Blueprint copies of Frederick L. Ackerman’s 1926 YWCA
Folder 4 Brooklyn Constructions Plans with 1944 Revisions, #81-86
Folder 5 Central Branch Electrical plan drawings, #501-513 (2 sets), 1926
   Original Drain Plan #800, 1926

**Subgroup VIII: Educational Records**

**Box 1** (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)
Folder 1 Beauty School and Shop, 1938-1939
Folder 2 Beauty School Annual/Monthly Reports, 1936-1937
Folder 3 Beauty School General, 1930s-1950s
Folder 4 Beauty School Legislation, 1930s
Folder 5 Beauty School Scholarships, 1930s
Folder 6 Department of Education Bulletins, 1918-1927
Folder 7 Girls Central School Programs, 1923-1934

Box 2 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 8 Graduates Names, Addresses, 1915-1922
Folder 9 Graduates Names, Addresses, 1923-1935
Folder 10 Graduates Secretarial School, 1917-1922
Folder 11 Graduation Beauty School, 1930s-1940s
Folder 12 Graduation General, 1930s
Folder 13 Graduation Programs, 1916-1926 (some with addresses)
Folder 14 Graduation Programs, 1928-1937 (some with addresses)
Folder 15 Graduation Programs Girls Central School, 1930s
Folder 16 State Regulations for Licenses to Conduct Private Trade Schools, 1930s

Subgroup IX: YWCA Anniversary Materials / History

Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Fiftieth Anniversary 1888-1938 Anniversary Booklet (4 copies)
Folder 2 Fiftieth Anniversary Correspondence, 1938
Folder 3 Fiftieth Anniversary Flashes from Fifty Years of Service, 1938 (4 copies)
Folder 4 Fiftieth Anniversary Printed Materials / Press, 1938
Folder 5 Fiftieth Anniversary Service of Rededication; Draft, February 27, 1938 (4 copies)
Folder 6 Fiftieth Anniversary Service of Rededication Seating Arrangement, Reception Committee, 1938
Folder 7 Fiftieth Anniversary Speeches / Press releases 1938
Folder 8 History Typed / Handwritten Notes on History, 1930
Folder 9 History All YWCA Branch Information, 1930

Subgroup X: Administrative Files

Series 1: Board of Trustees / Board of Directors Correspondence

Box 1 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Correspondence 1920-1930s includes Noyes
Folder 2 Correspondence 1930s
Folder 3 Correspondence 1935, Reports to Davidson Fund
Folder 4 Correspondence 1935, Mary Ingraham
Folder 5 Correspondence 1937
Folder 6 Correspondence 1938-1939

Series 2: Membership
Box 2 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Membership Roll Book, 1919-1922
Folder 2 Membership Roll Book, 1924-1926
Folder 3 Membership Roll Book, 1926-1928
Folder 4 Membership Roll Book, 1930-1932
Folder 5 Membership Roll Book, 1933-1934
Folder 6 Membership Roll Book, 1935-1936

Box 3 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Membership Statistics 1921-1924; 1928-1930; 1932-1933; 1934-1935; 1936-1938

Series 3: Personnel Files
Box 4 (Processing of this box was achieved through a generous donation from the Jessie Smith Noyes Foundation)

Folder 1 Personnel Files (Part 1 of 5) 1930-1940s
Folder 2 Personnel Files (Part 2 of 5) 1930-1940s
Folder 3 Personnel Files (Part 3 of 5) 1930-1940s
Folder 4 Personnel Files (Part 4 of 5) 1930-1940s
Folder 5 Personnel Files (Part 5 of 5) 1930-1940s
Folder 6 Personnel Policies 1936-1946