

## RCPL “Community Archives Project” – Summer 2010

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November 8, 2010

TO: Community Archives Consortium  
Steering Committee Members

FM: Jason Walker/Eric Abrahamson

RE: Community Archives Survey  
Narratives document and priorities for digitization

Thank you again for taking the time to participate in the steering committee meeting on November 3. As promised, attached is a copy of the overall finding aid for the community archives that have been surveyed to date by our field historians Eric Zimmer and Morandi Hurst.

We would like your feedback on the following:

- 1) Which of these collections would you prioritize for digitization and why?
- 2) Are there any changes or additions to these finding aids that should be made before they are published on the Black Hills Knowledge Network?

Please email your thoughts back to us by Monday, November 15, so we can keep the project moving forward in a timely fashion.

We look forward to seeing you all again soon.

Vantage Point Historical Services, Inc.

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**Vantage Point Historical Services, Inc.**

**Sitting Bull Crystal Caverns**

P.O. Box 1760  
South Highway 16, Rapid City, SD, 57719

**Site Contact:** Peter Heffron (owner)  
Telephone: 605-342-2777  
E-mail: sbcc@enetis.net

**Field Visit Date:** June 26, 2010

**Creators:**

- Edward Pallansch – SDSM&T Geological Thesis
- Bud Duhamel – Typed letter to family explaining contents of Pallansch Thesis, dated 1989
- Bill Groethe – unknown selection of SBCC’s photographic collection

**Dates:** 1934-1950

**Extent:** Forty black and white photographs, 16 pages of bound thesis, several copies of promotional pamphlet, one map, one type-written letter, one “78 disk” containing sound recording. Approximately two cubic feet of material storage (two standard “banker’s boxes”).

**Repository:** Home of Peter Hefferon.

**Access:** Contact Peter Hefferon for permissions/inquiries.

**Narrative of Visit:** A collection of photographs, advertisements, an academic work, a map, and a sound recording document the history of SBCC as a family-owned tourist attraction in the Black Hills. SBCC is a privately owned natural cavern system near Highway 16, nine miles south of Rapid City, SD, and has been in continuous family ownership and operation since the Duhamel family opened it in 1934.

Peter Heffron, Duhamel descendent and current proprietor of SBCC, was receptive to the Community Archives project. He expressed interest in furthering the documentation of his collection, once he has the opportunity to consolidate further historical materials. His only hesitation regarding the project dealt with publishing rights, and asked that no materials be published or otherwise used without his consent.

**Subjects:** Native American History, Black Hills History, Tourism History, Business History, Highway 16, Historical Advertising, Military History.

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**Scope and Content of Collection:** Twenty-four photographs of the Sioux Indian Pageant, held on SBCC property, Duhamel family, Little Big Horn battle survivors (1934-1950’s). One promotional flyer advertising Sioux Indian Pageant street shows on 6<sup>th</sup> street in Rapid City (1930s-1950s). One thesis, by Edward Pallansch documenting geology of SBCC, submitted to South Dakota School of Mines and Technology, May 21, 1949. Thesis contains sixteen pages, includes sixteen photographs of the cave and one hand-drawn, blue line map of the cave. One unsigned letter (presumed to have been composed by Bud Duhamel, December 1989) details the general history of SBCC as a tourist attraction and family-owned business. One sound recording of Bud Duhamel narrating a description of the Battle of the Little Big Horn exists on an “old 78” disk (no date).

**Inventory:** An informal holding of boxes and a plastic bag, owned and stored by Peter Hefferon at his home in the Black Hills.

**Vantage Point Historical Services, Inc.**

**Reptile Gardens**

P.O. Box 620  
South Highway 16, Rapid City, SD, 57709

**Site Contact:** Joe Maierhauser (CEO)  
Telephone: 605-342-5873  
E-mail: joe@reptilegardens.com

**Field Visit Date:** July 9, 2010

**Repository:** Basement, Reptile Gardens administrative offices.

**Access:** Contact Joe Maierhauser for access/inquiries.

**Narrative of Visit:** Joe Maierhauser was very receptive to the Community Archives project, and provided full access to the documentation of all materials held by Reptile Gardens. Joe has located most of what he believes to be the extent of materials held at RG, and plans on organizing, preserving, and even digitizing the collection as soon as possible. The scope of the collection at RG is vast; a secondary survey with two field historians will be necessary to accurately organize and describe the materials.

**Subjects:** 1972 Rapid City Flood, Tourism, Local Political History, Earl Brockelsby, Highway 16 Development, Local Military.

**Scope and Content of Collection:**

The scope of the collection at Reptile Gardens is so extensive that a second survey is necessary to provide a detailed, adequate explanation of its scope, content, and organization.

Vantage Point Historical Services, Inc.

**Black Hills Gold Manufacturing Co. –**  
**D/B/A Landstrom's Original Black Hills Creations**

405 Canal St.  
Rapid City, SD, 57719

**Site Contact:** Cheza Lemley (President)  
Telephone: 605-343-0157  
E-mail: cheza@landstroms.com

**Field Visit Date:** July 27, 2010

**Dates:** 1903-Present

**Extent:** Hundreds of photos (black and white and color) and negatives of Landstrom's staff, company parties, jewelry designs, and founders; four scrap books including photos, documents, and marketing/media clippings, assembled by Landstrom's staff and arranged in rough chronological order; hundreds of loosely organized promotional pamphlets, catalogs, price lists, company stationary, and postcards; 13 jewelry boxes from different periods in Landstrom's history; an artifact collection of antique jewelry making and gold-smithing tools; an original scale from the first Black Hills Gold store (late 1800's); an original cash register from the original Black Hills Gold store; Approximately twenty cubic feet of material storage (about 10 standard "banker's boxes," as well as the scale and cash register artifacts).

**Repository:** Landstrom's factory and main office, Rapid City.

**Access:** Contact Cheza Lemley for permissions/inquiries.

**Narrative of Visit:** A collection of photographs, advertisements, physical artifacts, letters, and other personal document the history of Landstrom's as the original, as well as a preeminent Black Hills Gold jewelry manufacturing business in Rapid City. Landstrom's is a family owned, local business found in downtown Rapid City. The business has been in constant operation since it was opened in 1870's.

Cheza Lemley, a Landstrom family member and current President of the company, was very receptive to the Community Archives Project. She allowed full access and documentation of the historical items at Landstrom's, but was hesitant to allow researchers access to any documents relating to an inter-family proprietorship (although no such documents were found during the field survey, she maintained that if a researcher came across them, she may restrict their use). She gave verbal permission to post survey photos of the Landstrom's collection on the "Closets and Crawlspace" blog. She also requested a referral to a professional archivist for advice on document preservation. She also expressed interest in having an historical work composed and published to document the history of Landstrom's gold in the Black Hills. Notable

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in the collection are the original store’s scales, the original store’s cash register, photos of celebrities modeling Landstrom’s products, and thank-you notes written by celebrities (see details below).

**Subjects:** Black Hills History, Mining History, Gold Jewelry, Business History, Rapid City.

### Scope and Content of Collection/Inventory

Four Scrap Books:

- 1) “Landstrom’s Original Black Hills Gold Creations Since 1919 Rapid City, South Dakota”
  - a. Copies of news clippings, magazine feature stories, business letters, documenting career of Ivan Landstrom, 1945-1978.
  - b. Forty-eight pages, all in plastic laminate coverings.
- 2) “Landstrom’s Historical Stuff”
  - a. Pamphlets and memorabilia documenting history of Landstrom’s, photos of gravesite of “Wild Horse” Harry Hardin.
  - b. Black and white photos of S.T. Butler, George Butler, “Original Black Hills Gold Jewelry E.L. Thorpe & Co.” Storefront. No dates.
  - c. Printed magazine features on WHH Hardin
  - d. Copies of photos of Calamity Jane, Potato Creek Johnny, Estelle Bennet, John McClintock, Seth Bullock, Wild Bill Hickock, Deadwood Dick, Sol Star,
  - e. One sheet – twenty negatives of photos from 1946-47
  - f. 1948 Pamphlet – F.L. Thorpe & Co. Catalogue.
  - g. Visitor Magazine Feature Stories, unauthored amateur histories
  - h. Nineteen pages, laminated, twenty loose pages.
- 3) Red Binder – no title
  - a. Black Hills Jewelry Co. Advertisements, 1945-1973.
  - b. Interesting – newspaper ad from 1973 – changing hours of operation in order to conserve natural resources “slow down, turn down, and turn off.”
  - c. Twenty-two laminated pages
  - d. Thirteen Loose advertisements – 1979-1981
- 4) Black Binder Book – no title
  - a. Eight loose advertising pamphlets, 1990’s-present
  - b. News article clippings, feature magazine articles 1979-1984
  - c. Six pages, laminated covers

Seven Plastic Boxes

- 5) Plastic Box – No label (blue top # 1)
  - a. Twelve rolls of photo negatives—jewelry designs
  - b. Four developed film envelopes – photos of staff? 1990’s-2000’s

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- c. Unknown number of photo negatives – (~~500?), all of jewelry designs – no dates.
- 6) Large Plastic Box – Double length, no label (dark blue lid)
  - a. Hundreds of photos, negatives, and designs of jewelry design prints – no dates.
  - b. Custom work sketches, designs, drawings, etc.
  - c. Misc. Business photos.
- 7) Plastic Box – Purple Lid “Historical Artifacts”
  - a. See photos – various scales, carving instruments, molds, and other antique jewelry design tools and manufacturing materials. Dates unknown.
- 8) Plastic Box, Purple lid, “History”
  - a. Photo of Pat Koren – first Ms. Rodeo America
  - b. Price Codes/Retail Prices 1983
  - c. Letterheads from Landstrom’s stationary over the years – no specific dates.
- 9) Plastic Box Purple Lid – “History”
  - a. Six original prints of Actress (played Morticia Munster) modeling Landstrom’s jewelry
  - b. Pamphlets/marketing brochures. No date.
  - c. Twelve boxes – documenting different styles of jewelry boxes over the years.
  - d. Twelve binders/folders with myriad marketing/advertising documents/price lists/pamphlets/memorabilia
- 10) Plastic Box Purple Lid – “Printed Materials Archive” – 1990’s, 2000’s
  - a. Five binders – product catalogues
  - b. Many price lists over years
  - c. Memorabilia/marketing pamphlets
- 11) Plastic Box Purple Lid – “Printed Materials Archive” two – more recent –1990’s, 200s
  - a. Seven printed merchandize catalogs,
  - b. Small stacks of pamphlets/brochures
  - c. Printed post cards/brochures

A series of black book binders, and plastic baskets containing

- 12) Downstairs in HR Dept – black book binders “Thank-you notes for donations, 1987 to 1992,” “Rodeo Thank You Notes,” unnamed, “Donations, 1993-Current” “1998 Employees and Plant Tour Thank-You Notes,” “Repair Dept. Thank you Notes,” “2004 Thank You’s,” “Employee of the Month 1995,”
  - a. Series of thank you notes from various local businesses, charities, and organizations



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- b. Notable: letter from SD Gov. George S. Mickelson, musician Lawrence Welk, (said letters from Sen . Tom Daschle, Pres. Ronald Reagan, and VP Cand. Palin weresomewhere, but we couldn't find them)
- c. Various thank-you notes from Ms. Rodeo America contestants and other rodeo/racing programs
- d. Six baskets containing various employee photos, company parties, old employees, etc. 1980's to present.

Vantage Point Historical Services, Inc.

**Black Hills Workshop and Training Center**

3650 Range Road  
Rapid City, SD, 57702

**Site Contact:** Dorothy Rosby  
Telephone: 605-716-7434  
E-mail: drosby@bhws.com

**Field Visit Date:** August 3, 2010

**Dates:** 1954-Present

**Extent:** Seventeen chronologically-organized scrap books, each containing a variety of laminated pamphlets, news clippings, newsletters, letters, and photographs documenting the BHW and its clients since approximately 1954 – four years before BHW's official organization in 1958. One manilla file folder filled with miscellaneous, un-laminated letters, newsletters, and other documents. Four binders including copies of all issues of "Transitions," BHW's quarterly public newsletter, organized chronologically. Nine "Annual Reports" binders, containing copies of all BHW annual financial/administrative reports since 1979. One video, contracted for production by BHW to document the first 50 years of the organization, exists in the BHW library. Approximately twenty cubic feet of material storage (about 10 standard "banker's boxes," as well as the scale and cash register artifacts).

**Repository:** Black Hills Workshop administrative building, 3650 Range Road, Rapid City.

**Access:** Contact Dorothy Rosby for permissions/inquiries.

**Narrative of Visit:** A collection of scrapbooks, containing photographs, news clippings, newsletters, financial reports, letters, and other items document the history of the Black Hills Workshop in Rapid City, and to some extent, the Black Hills. BHW is a private, non-profit organization that has provided services and support to disabled people in the Black Hills area since 1958.

Dorothy Rosby, Community Relations Director at BHW, was very receptive to the Community Archives Project. She allowed full access and documentation of the historical items at BHW. As a result of the organization's 50-year anniversary and the subsequent effort to engage the organization in its history, the collection at BHW is very well organized. Nearly all of the documents are laminated, and organized in general chronological order.

**Subjects:** Health, Mental Health, Community Service, Disabilities.

**Scope and Content of Collection/Inventory**

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### 17 Scrap Books:

- 1) Black three inch, three-ring binder, titled “History BHW”
  - a. Three black and white photos of the “Kibben-Kuster School,” the old BHW facility opened in 1974 and located at 3302 W. St. Cloud in Rapid City.
  - b. White envelope – eleven photographs of furniture. No dates.
  - c. Typed document, “BHW Chronological History,” outlining the history of BHW since 1974.
  - d. Thirty-five page document, “From Then... ‘Til Now: History of Black Hills Workshop,” providing detailed overview of BHW from 1954-1992.
  - e. Annual Reports:
    - i. 1979-1995 Annual Financial Reports
    - ii. Chronologically ordered behind the Annual Reports are copies of “Transitions,” the BHW’s quarterly newsletter. 1980-1995.
  - f. Ten laminated pages:
    - i. black and white photos, newspaper clippings, and bulletin July 1959-February 1992
  - g. Five pages – photos and map locations of BHW residential homes across Rapid City
  - h. Thirteen pages – List of BHW Board Presidents and operating board membership sheets naming board members and term limits, 1954-2000
  - i. Miscellaneous news clippings in back folder pocket.
- 2) Black, one inch binder, titled “History”
  - a. Typed copy of “From Then... ‘Til Now: History of Black Hills Workshop,”
- 3) Black three inch, three –ring binder titled “History BHW”
  - a. Very similar to item number one, also contains transparencies of some news articles.
- 4) Gray, spiral-bound book, titled “Black Hills Workshop History,”
  - a. Includes copy of “From Then... ‘Til Now: History of Black Hills Workshop,” as well as copies of “Transitions” newsletters and miscellaneous photos.
- 5) Large Black Photo Book, titled “Black Hills Workshop: Setting the Standard for Five Decades”
  - a. Fifty Laminated Pages
    - i. Pamphlets, News articles and photographs documenting activities and events at BHW in 2008.
- 6) Large Black Photo Book Two, no title, small sticker on reverse, “2000-2007”
  - a. Forty-three laminated pages:

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- i. Pamphlets, news articles, and photographs, thank you notes, and brochures documenting BHW activities, events, individuals, 2000-2007.
    - ii. Of interest – Letter from U.S. Senator John Thune thanking Cecelia Cedeno for reception of Founders Award for Outstanding Achievement,” January 30, 2007, and Congressional Record 110<sup>th</sup> Congress, 1<sup>st</sup> Session, January 30, 2007 – Thune recognizing Founders Award recipients from BH Workshop
- 7) Large Black Photo Book 3, no title
  - a. Fifty-eight laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1997-2001
- 8) Large Green Photo Book, no title
  - a. Forty-three laminated Pages :
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1995-1996
- 9) Black Binder, “Scrap Book”
  - a. Ten laminated pages:
    - i. Photos of individuals, facilities, and activities at BHW, 1969-1983
- 10) Blue Photo Book, no title
  - a. Forty-nine Laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1982-1990
    - ii. Of Interest: Two Letters: U.S. Rep. Tom Daschle and U.S. Senator Larry Pressler, congratulating Betty Schuster for awards received by BHW., 3/12 and 3/13/1984
- 11) Blue Photo Book, titled “1991-1994”
  - a. Fifty-one laminated Pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1991-1994
- 12) Small Black Photo Album, titled “Photographs,”
  - a. Nineteen laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1956-58

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- ii. One letter from Martin J. Macnamara at Office of the Vice President, December 6, 1966, declining an invitation for the VP to attend an event in South Dakota.
- 13) Large Brown Photo Album, titled “Scrapbook”
- a. Eight pages, some laminated
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1960-1967
- 14) Large Brown Photo Album, titled “1973-1976,”
- a. Thirteen Laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1973-1976
- 15) Large Red Photo Album, no title:
- a. Twenty-nine laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1967-1970
- 16) Large Brown Photo Album, no title
- a. Sixty-four Laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1955-1983
- 17) Large Green Photo Book, titled “Scrapbook”
- a. Twenty-one laminated pages:
    - i. Pamphlets, new articles, photographs, thank-you notes, and brochures documenting activities, events, and individuals, 1959
  - b. Four large portrait-style photographs of individuals, with names on the reverse. No dates.
- 18) One Manila File Folder, no title
- a. Miscellaneous news clippings and news letters
- 19) Four “Transitions” Three-Ring Binders:
- a. Contain all “Transitions” quarterly newsletters 1983- present, broken into four chronological binders.
- 20) Nine “Annual Reports” Binders – containing all Annual Financial Reports, 1979-Present.
- 21) One Video – Production Contracted by BHW, narrating the history of BHW 1958-2008 – located in Library.

**Vantage Point Historical Services, Inc.**

**Dakota Business Center**

306 E. St. Joseph St.  
Rapid City, SD, 57701

**Site Contact:** Carter Taylor  
Telephone: 605-342-8934  
E-mail: cartert@dakotabusiness.com

**Field Visit Date:** August 12, 2010

**Dates:** 1975-Present

**Extent:** One drawer filled with photos, pamphlets, an old file, and transparency slides, all documenting staff and company activities since Dakota Typewriter Exchange was sold to Robert Kelley in 1975. Sparingly few items from before the 1975 shift are available. Collection is not organized; the drawer has simply been the "catch all" repository for historical items for three decades. Carter Taylor did mention that DBC's Pierre, SD, location holds a collection of antique typewriters and accounting machines, taking back (he thinks) to 1906. Some photos and pamphlets have been digitized by Carter Taylor.

**Repository:** Dakota Business Center Main Office, 306 E. St. Joseph Street, Rapid City.

**Access:** Contact Carter Taylor for permissions/inquiries.

**Narrative of Visit:** A collection photographs, transparency slides, newspaper clippings, and company pamphlets document the history of Dakota Business Center in Rapid City. DBC is a private office supplies/service business that was founded in 1928. It has since changed owners several times, and spread to other cities in South Dakota.

Carter Taylor, a partner at DBC, was very receptive to the Community Archives Project. He allowed full access and documentation of the historical items at DBC. Few items date prior to the 1970's, as all older business records are assumed to have been kept by the prior owners, or lost altogether. Generally, all items in the collection document the activities and personnel who worked at DBC between the 1970s and the present.

**Subjects:** Local Business, Office, Office Supplies, Artifacts.

**Scope and Content of Collection/Inventory:**

1) Digitized Items

- a. Chronology Available: one-page document listing owners, partners, and other business transfers from 1928-present.

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- b. Photographs – approximately thirty of the photos from the drawer are digitized, have been used in power point presentations.

### 2) In Drawer

- a. Chronology Book written for the company by J. Walter Farmer in approximately 1977 – “Office Products Center, Dakota Typewriter Exchange”
  - a. Soft-backed, eight pages color with photos. Provides basic chronology and photos of employees in 1977.
- b. Kodak Ektachrome Transparencies
  - a. Approximately 300 transparency slides from 1970’s-present, documenting products and facilities of DBC in Rapid City.
  - b. Stored in small check box.
- c. Photographs
  - a. Approximately 250 miscellaneous color and black and white photographs of DBC staff, facilities, and products from approximately 1975-present.
  - b. Christmas parties, company operations and activities documented.
  - c. Stored, in no organization or container, inside office drawer.
- d. “Secretary’s Day” items 1979-mid 1980’s
  - a. National Secretaries Week – customers wrote letters to Bob Kelley, nominating DBC employees for secretary of the day. Five winners (one per day) were awarded with roses and lunch at Arrowhead County Club.
  - b. Nominating letters, thank-you notes, etc. All stored in a manila file labeled “Secretaries Week.”
- e. About twenty Miscellaneous Pamphlets, advertisements, and newspaper clippings.
  - a. All 1970’s-Present
- f. Approximately Thirty Typewriters 1906-1990’s,
  - a. Collection of antique typewriters stored at Pierre store location, owned by Carter Taylor.

**Vantage Point Historical Services, Inc.**

**Behavior Management Systems**

350 Elk Street  
Rapid City, SD, 57701

**Site Contact:** Margaret Skillman  
Telephone: 605-343-7262  
E-mail: N/A

**Field Visit Date:** September 2, 2010

**Dates:** 1970's- Present (Founded in 1948, but collection only spans from new facility in 1970s)

**Extent:** One cardboard box containing three photo albums, one plastic "Steralite" box, four envelopes, nine file folders, and other miscellaneous items. The collection includes photographs (in digital and print form), largely focusing on the facilities, staff, clients, and activities at BMS's main office, which opened in the 1970's. Other items include local media clippings, pamphlets detailing services provided, digital photos and records, and inter-office newsletters.

**Repository:** Behavior Management Systems main offices, 350 Elk Street, Rapid City.

**Access:** Contact Margaret Skillman for permissions/inquiries. Restrictions based on state and federal law regarding health information records apply.

**Narrative of Visit:** Behavioral Management is a mental health care provider in Rapid City. The organization was founded in 1948 as the "Mental Health Clinic of Rapid City," before becoming "Behavior Management Systems" in 1992. BMS provides substance and behavioral/addiction counseling, as well as general family and mental health counseling.

Margaret Skillman was very receptive to the Community Archives Project. She allowed full access and documentation of the historical items at BMS, with the explicit restriction that all materials owned by BMS may be subject to state and federal regulations, as many of them deal directly with confidential patient information. All research inquirers to BMS should be prepared to sign a waiver acknowledging those restrictions. Few items at BMS date prior to the 1970's, as all older business records are assumed to have been lost during the relocation to the Elk Street location in the late 1970's. Generally, all items in the collection document the facilities, staff, clients, and activities at BMS between the 1970's and the present.

**Subjects:** Health, Mental Health, Counseling, Addiction.

**Scope and Content of Collection/Inventory**

1) One White Plastic "Steralite" brand plastic container



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- a) Box (twelve qt. Volume) is full of photographs documenting activities and happenings at BMS, 1980’s, 1990’s, and 2000’s. Photos include staff and patients in a variety of community activities.
  - b) Some photos are organized by event, (ex. “New Building Spearfish, 2004” or “Staff Dinner ‘99”) and placed into envelopes or photo albums. The majority are loose-leafed.
- 2) Fourteen Pages – Gray-Backed paperboard sheets. \*\*Fragile, item has no hard cover.
- a) Newspaper clippings from 1970’s and 1980’s – *Rapid City Journal* and *Custer County Chronicle*, documenting issues, staff, and events regarding BMS.
- 3) Loose leaf pages, bundled with large paperclip
- a) BMS “News and Views” newsletters, 1994-1995, documenting happenings at BMS. Approx 0.5 inches thick.
  - b) Organizational chronology, prepared for 60<sup>th</sup> anniversary celebration, documents major events from founding in 1948 to present.
- 4) Manila Envelope “FOT Photos 1998”
- a) Various small photo albums, 1998, documenting happenings/events.
- 5) Small Manila Envelopes
- a) No title -- Approximately 100 photos on projector slides. No date (appears 1990’s), depicting staff and activities.
  - b) “Info on Patty” – contains BMS professional directory, 1992-1993 and misc. photos of staff.
  - c) “Panel Photos” – contains CDROM – “Pictures of Corporate Cup and Staff Retreat for Display Panel.” No date.
- 6) Miscellaneous Items
- a) Five floppy disks – one has title “Festival of Trees” – containing photos of events, 1990s, another titled “American Psychiatric Foundations Grant.” All other have no dates, contents unknown.
  - b) One DVD – “South Dakota Public TV ‘The Shadows of Meth’” No date.
  - c) Two CD ROMs – “SD Kids Count Project,” no date.
  - d) Two CD ROMs – “Behavior Management Systems, BookHouse Groups Inc.” 2005 and 2006.
  - e) One CD ROM – “Display Panel Health Fair Pictures” no date.
  - f) Two small cardboard boxes –
    - a. White box – contains approx. fifty slides, appear to be mid 1990’s, showing staff and activities.
    - b. Yellow box – contains what appears to be a typewriter ribbon.
  - g) Black “Photos to Go” album, no date, shows staff and children in activities.

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- 7) Pale Yellow Envelope, no title
  - a) Contains approx. Fifty projector slides, photographs of staff, facilities and activities. No date, appears to be 1980s or 1990s.
- 8) Brown Photo Album
  - a) Photos from Christmas party, convention-style event, 1980’s. Approx two inches thick.
- 9) Gray Photo Album
  - a) Photos of staff, clients and children, in recreational activities indoor and outdoor, and BMS facilities. No dates, appear 1970’s or 1980’s. Approx. two inches thick.
- 10) Red Photo Album
  - a) Photos of staff and clients in outdoor recreational activities. No dates, appear 1970’s or 80’s. Approx. two inches thick.
- 11) File Folders
  - a) “Behavior Tab” – Folder is empty.
  - b) “Logo and Slides” – copies of BMS corporate logo.
  - c) “Alternative Sentencing” – documents and photos outlining “alternative sentencing” program for treatment of criminal illnesses. Approx. 0.5 inches thick. No dates, appears 1990’s or 2000’s.
  - d) “Brain Waves” – copies of newsletters from 1996-1996. Approx. 0.5 inches thick.
  - e) “Tornado Coloring Book” Copies of childrens’ coloring book.
  - f) “45<sup>th</sup> Anniversary Tab” News clippings, brochures, collection of loose-leaf, scrap-book type items for 45<sup>th</sup> anniversary celebration. Also contains similar items for 50<sup>th</sup> anniversary celebration.
  - g) “West River Mental Health”copies of mail-out newsletters.
  - h) “Photos” (1) – Black and white photos of ground breaking ceremony and construction of BMS facility. No dates, appear 1970’s.
  - i) “Photos” (2) – Black and white negatives and copies of staff headshot photos. No dates, appear 1980’s.

**Vantage Point Historical Services, Inc.**

**Basler Printing Company**

2915 W. Rapid St.,  
Rapid City, SD 57702

**Site Contact:** Gary Graves  
(605) 342-2620

**Field Visit Date:** July 27, 2010

**Dates:** 1970-Present

**Extent:** fifteen cubic feet

**Narrative of Visit**

The collection consists of one dresser with drawers containing 40 zinc engravings of logos from businesses and other general images.

Basler Printing Co. is a family owned and operated printing business in western Rapid City. It was started in 1946, and purchased by Mr. Graves in 1982. The business is currently operated by Mr. Graves and his son, Eric Graves.

Field historian, Morandi Hurst, visited Basler Printing Co. on July 27, 2010 at nine o'clock in the morning. Mr. Graves was easily approachable, and overall happy to assist in the project. The visit was short, as Mr. Graves had recently relinquished the majority of his "historical materials," namely antiques and artifacts, to a collector. The remainder of his collection consisted off an old dresser or special holder with drawers containing zinc engravings used to imprint business logos or images. The dresser contained approximately 40 engravings, most belonging to businesses (some local, and some regional), such as Montana-Dakota Utilities, Total Colors System, and Our Family. Also included were images, which Mr. Graves likened to "clipart," of cowboys on horses, landscape, and general pictures not specific to the Black Hills. These engravings are no longer used in printing, so they are housed in the back of Mr. Graves building, in a storage area.

**Repository:** Materials are housed in the back storeroom of Basler Printing Co., a building owned by Mr. Graves.

**Access:** Contact Gary Graves for permission/inquiries.

**Subjects:** Logos, Images, Local business.

**Scope and Content of Collection/Inventory:**

- 1) Forty zinc engravings

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- a. Engravings of both local and regional business logos and “clipart” images.

**Vantage Point Historical Services, Inc.**

**Rapid City Laundry & Dry Cleaners**

312 Main St.  
Rapid City, SD 57701

**Site Contact:** Gene Williams  
(605) 342-0191 work  
(605) 787-6456 home  
home@rapidnet.com

**Field Visit Date:** July 9, 2010

**Dates:** 1921-Present.

**Extent:** Two garages (off premises); 100 cubic feet within building of business.

**Narrative of Visit**

Vantage Point Historical Services (VPH) Field Historian, Morandi Hurst, conducted a field survey for the RCPL Community Archives/Knowledge Network Project at Rapid City Laundry & Drycleaners on July 9, 2010. She met with owner, Gene Williams, who was agreeable and excited about the project. He has worked with historians and researchers before, and will be helpful throughout the course of this project. Mr. Williams mainly collects antiques, and informed Hurst that he has a large collection of old tractors, parts, and engines, in two garages outside of town, along with antique cars and parts. Hurst did not arrange to visit these garages, but they would most likely be available to researchers, upon consultation with Mr. Williams.

Mr. Williams also has a smaller collection of historical materials, mostly relevant to the business, which are kept in the office portion of Rapid City Laundry. It is a small collection, which consists of one large manila envelope and a box of photographs, and a file cabinet which is 6ft X 5ft, of business records and journals which contain corporate minutes, records, and share books. Much of the material in the cabinet relates to the present era. Mr. Williams also has one "Holiday Greetings" book, written in 1919, which includes photographs of the founders of Rapid City, and articles of the emergence of the town. It is 200 pages in length. Mr. Williams materials cover the period of history from 1921-present day. The photographs he owns are of the construction of Rapid City Laundry in 1928, and how it has changed throughout time, including the construction of the famous Rapid City Laundry sign. There are also photographs of Rapid City Laundry employees taken throughout the history of the business. Mr. Williams also has an envelope of photos from 1949, which is when his father bought the business. They are mostly employee and building photographs, depicting the business from the inside and outside. Mr. Williams also has in a box, some old Rapid City Laundry ads, and an original blueprint of the building.

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Within the building, and in Mr. Williams’ office, he also houses a collection of antique washing bins and machinery.

Overall, the meeting went well, and as listed, Mr. Williams was kind and cooperative. His photographs are in excellent condition, and would be a valuable source for those researching his business in the 1940s and later.

**Repository:** Materials are housed in various locations, including indoors at Rapid City Laundry, as well as separate garages.

**Access:** Contact Gene Williams for permission or inquiries.

**Subjects:** Laundry, Dry Cleaning, Local Business, Downtown Rapid City, Tractors.

**Scope and Content of Collection/Inventory:**

Due to the sporadic organization of the materials held by RC Laundry, a second field survey will be necessary after Mr. Williams has had time to organize his collection in one location.

**Vantage Point Historical Services, Inc.**

**First United Methodist Church**

629 Kansas City St.  
Rapid City, SD 57701

**Site Contact:** Pastor Doug Diehl  
(605) 342-4498  
firstumc@rapidcityfirst.org

**Field Visit Date:** July 26, 2010

**Dates:** 1881-present

**Extent:** 3x6ft. table of materials, and one closet measuring 2x3x8 ft.

**Narrative of Visit:**

The collection of historical materials at First United Church contains primarily information on the Church's history in Rapid City, but also a significant amount of information regarding Methodism in the Dakotas. The collection is vast, and contains materials ranging from business records, to original deeds, to photographs and lists of Church membership. Much of the archival materials centered on the fire which burned down the Church in 1957, and efforts to rebuild the Church afterwards. Overall, the Church did a good job of keeping track of its individual history, including lists of members, previous pastors, and publications of the Church.

First United Methodist Church was founded in 1881. A fire in 1957 burned down the Church building, as well as most records and documents from the Church's history. The Church was rebuilt and reopened on the same grounds in 1960. The current pastor is Doug Diehl. More information on the history of the Church is available through their website at <http://rapidcityfirst.com>.

Field historian, Morandi Hurst, visited the First United Methodist Church on two separate occasions to conduct a survey. During the first visit, she was accompanied by fellow Field Historian, Eric Zimmer. The first visit took place in a Church meeting room, where the two were joined by a member of the Church, Sam, who had organized materials on its history. The collection was quite large, and took a while to sort through. The man, Sam, was extremely helpful, as Pastor Doug was in and out of the Church that afternoon. Sam had been a member of the Church since his birth, and had a wealth of information concerning the Church's history and its members. For the second field visit, materials were examined in a downstairs closet. Sam had set out materials beforehand, making the process of sorting through the archives much easier. Overall, the visit went especially well, and there was a large amount of beneficial information gained from the archives of the Church. Both Pastor Doug and Sam were very helpful and attentive throughout the process.

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**Repository:** Materials are housed within the building of the First United Methodist Church. Some materials are kept in a closet in the basement of the Church, and others were presented to the field historians on a table in the break room on the main floor of the Church. Some photos are available online via the Church’s website.

**Access:** Contact Pastor Doug Diehl for permission or inquiries.

**Subjects:** Methodism, Church history, Rapid City history, Fire of 1957.

### **Scope and Content of Collection/Inventory:**

#### 1) Green File Box

- a. Financial Journals: 13x8in, hand-written. 1924, 1927/28.
- b. Folder One, “Fragile Memorabilia,”
  - a. 4 pamphlets on Prayers, schedule for 1931 First Annual Standard Bearer’s Certificate. Includes hand-written notes on back.
- c. Folder Two
  - a. Financial records 1928-1950.
  - b. First National Bank Journal from 1933.
  - c. Ledger and blank checks from 1939.
  - d. Financial Records from 1950
  - e. Pastor’s Report to Conference Treasurer vouchers, 1938-39.
  - f. Minutes of Board of Trustees, 1951 meeting.
  - g. 3 payment stubs from 1928, 1929, 1955.
- d. Folder Three
  - a. Mortgages, Abstracts Titles
  - b. Land title from 1960.
  - c. Fragile yellow receipts.
  - d. Mortgage Records from 1955.
  - e. Original deed papers for Church from 1882.
- e. Church Newsletter, January 1982.
- f. Five black and white photographs of Cornerstone ceremony for new church, 1958.
- g. One 1941 Methodist Church birthday calendar.
- h. Nine Warrants Deeds 1922-52.
- i. Three pamphlets of Church Service Programs from 1938 and 1957.
- j. Thirty pages of misc. receipts, hand-written financial ledgers.
- k. Brown Envelope, “Parsonage Fund”
  - a. One receipt book
  - b. Seventy Bank Account records from 1950.
- l. White envelope, “Parsonage Record of Pledges”
- m. One Maroon engineering consultant form
  - a. Folder with blueprint sketches.
- n. Building Assessments from 1990s
- o. Architectural Report “Ewing Forette Architects,” 1958.

#### 2) Laminated Document from 1972



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- a. Church members who died or lost property in Flood.
- 3) Series of Manilla Folders
- a. Eight Annual Reports 1988-89, 1992.
  - b. All financial documents
- 4) Brown Cardboard Box, "Historical Things"
- a. Six seven-inch. recording tapes.
  - b. One folder "Conservation and Dedication," 1960 and 1977.
  - c. One folder "News Release"
    - a. Eighteen photographs of 1970's youth.
    - b. Fourteen black and white photographs of 1970's youth.
    - c. Eight publications "70<sup>th</sup> Anniversary Book"
    - d. One black and white photo with names of people, 1946.
    - e. Misc. newspaper clippings
    - f. Nineteen black and white photos of Sunday School and Choir.
  - d. Fourteen Manila folders and Envelopes
    - a. Heritage/Centennial effort. Organized memorials.
- 5) Twelve black and white laminated photos
- a. Photos of Church and members, taken by Rapid City Daily Journal. All are 8 x 11 in.
- 6) Framed photo
- a. Photo of interior damage of Church by fire, August 1957.
- 7) Two Framed color photos of fire from 1957.
- 8) "The Messenger" Newsletter,
- a. Two pages, includes flood report from June 29, 1972, and a welcome letter to Kenneth and Barbara Voas from the Church.
- 9) Folder One
- a. Church brochures and newspaper clippings, 1951.
    - a. Church budget, 1966-1967.
    - b. Deed of Church from 1882.
    - c. Pastor's Report from Aug. 24, 1897.
    - d. Superintendent's Report from May 27, 1898.
    - e. Regional Methodist Conference Reports, 1894-1898
- 10) One Laminated brochure of 70<sup>th</sup> Anniversary of Church,
- a. Contains biographies of Church leaders. Four pages in total.
- 11) Black and white loose photos of Church services from 1967, all of various sizes.
- 12) Bound Cokesbury Worship Hymnal book, 1938.

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- 13) Pamphlet of Methodist History, 1993.
- 14) Architectural plans
  - a. Plans for present Church
  - b. Blueprints from 1950s (5pgs in total).
- 15) Binder One
  - a. Ten laminated pages of Methodist Leaders in the Black Hills and Rapid City, 1887-1967.
- 16) Binder 2
  - a. 1986 Directory of the Church.
  - b. A forty-eight page pamphlet on the history of the Church from 1881-1981.
  - c. Pamphlet, "For the Glory of God and For Advancement of his Kingdom," 1957-58. Includes words from pastors and lessons on worship.
  - d. Pamphlet, "Service of Dedication," 1977.
  - e. Church Directory from 1981.
  - f. Church Directory from 1972.
- 17) One framed 8x6in certificate to "Methodist Men" of the Church, 1967.
- 18) One framed 8x14in. "Charter to Methodist Men" signed in 1948.
- 19) One loose photo of the congregation from 1960s (estimated date).
- 20) Envelope of clippings from 1958 and negatives of pictures of Church building.
- 21) Two unframed black and white photos of congregation from June 21, 1959. (approx. 12x16in).
- 22) Eight pages of site plans and floor plans for new church, 1958.
- 23) Envelope of clippings of Church news, including an article on fire damage, Aug. 19, 1957.
- 24) Laminated photo of congregation breaking ground for new Church, 1957.
- 25) Laminated photo of combined choirs from 1962.
- 26) Laminated photo of services at State Theatre, 1957.
- 27) Folder entitled "Pictures 1958- Present Church Building."
  - a. Eighteen photos
    - a. 8x11in photos of congregation taken by Cecil Hicks. Estimated date, 1958.
    - b. "Memories" speech by Mary Pengra, Feb. 22, 1976.
    - c. Thirty loose pictures of congregation members.

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- 28) Framed photo of Church (original build in 1883)
- 29) Eight-page copy of "Circuit Riders of the Middle Border: A History of Methodism in South Dakota" by the South Dakota Conference of Methodist Churches, 1965.
- 30) Two pages of laminated membership list, organized by year from 1895-1941.
- 31) Laminated 8x11in picture of first preacher, Reverend Hugh H. Jones, 1878. Also included on back of photo is a brief biography copied from the History of South Dakota book.
- 32) Six laminated photos from 1972 of Pastor Butz, Voas, and other members of Church.
- 33) Attorney's opinion of title, June 22, 1960.
- 34) Picture of Methodist Deaconess Hospital (estimated date 1930s/40s).
- 35) Abstract of title, 1881. By Hunt Abstract and Investment Co.
- 36) Issue of Rapid City Daily Journal from June 11, 1961, which includes article written, "A Century of Methodism."
- 37) One steel box (1ft x 6in) of business records, including statements on auto, light, heat, and phone bills.
- 38) Quarterly Conference Record by Rev. M. A. Head, 1890. Includes meeting minutes and hand-written notes.
- 39) Notebook, hand-written of meeting notes and minutes from 1947.
- 40) Memorial Addresses of Life and Character of William S. Hollman, July 8-Dec. 7, 1897.
- 41) Two plates/dishware with pictures of Church ranging in date from 1959-66.
- 42) Large binder of administrative records and minutes from Methodist Conference in 1978.
- 43) One liner from baptismal font destroyed in 1957 Fire, with a large picture of Henry Friedman.

### Closet

- 44) Cardboard box #1 (2ft x 8in)
  - a. Two VHS from 1990s on Church.
  - b. Two additional pamphlets on the 100-year anniversary of the Church.
  - c. One pamphlet on the Banquet held in honor of the Church, Feb. 22, 1921, containing a dinner menu.
  - d. "Washington Banquet of States" pamphlet from Feb. 19, 1931.

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e. One copy of the "Christian Advocate."

### 1) Cardboard Box #2

45) Christian Advocate Newsletter June 7, 1951 (48 pages)

- a. Archival folder
- b. "The Worship, the Work, the Welcome of the Methodist Episcopal Church," April 27, 1919.
- c. Two copies, "The Methodist Messenger," Dec. 10, 1922 and Feb. 7, 1960

46) Archival folder, "1951-7<sup>th</sup> Anniversary"

- a. Seventy-Fifth Anniversary Banquet pamphlet, April 1951. Includes program and menu from the event.
- b. Six black and white photographs of sketches of church and prominent

buildings/houses in Rapid City.

47) 1 Envelope containing:

- a. Christian Advocate Magazine issues from 1942-1948.
- b. Newsletter, "The Dakotas: News of Your Church in Action."
- c. One typed document, "The Church Visitor: The Message of the Minister," Feb. 1941.
- d. Pamphlet, "Stand Fast in the Lord," Jan. 1977. Includes banquet program and church activities.
- e. Black and white photo of Church choir, Jan. 1987.

48) Pamphlet, "Tragedy to Triumph in 20 years: Service of Dedication, First United Methodist Church," Jan. 1977.

- a. Newspaper clipping from Rapid City Journal, Jan. 15, 1977. Article entitled, "Methodist Church to Dedicate its Debt-Free Building Sunday."
- b. Newsletter, "The Messenger," Feb. 1986, discussing Church events
- c. One copy, 100 Years of Caring: The Heartbeat of our Church.
- d. Newspaper clipping, "Tribute to Methodist Women" in Rapid City Journal, April 28, 1999. Includes black and white photographs of church members from 1957.
- e. Series of approx. ten loose black and white photographs of congregation members, no date (est. 1960s).
- f. Series of loose newspaper clippings on church.
- g. Black and white photograph of Reverend by L.A. Carper, 1944.
- h. Two black and white photographs of sketches of first church and current

church.

49) Archival folder

- a. Loose leaf photos of pastors, including current pastor, dates ranging 1925-1980.
- b. Newspaper clipping of Communion speaker, Boulton, in Rapid City Journal, date unknown.
- c. Photographs of Richard Leaf, Robert Bates, M.O. Smith, Carl Stromberg.
- d. Copy of newsletter, "Ladies Aid Society," date unknown.
- e. Negatives of photographs under name Margaret Swenson.
- f. Newspaper clipping regarding "Youth of Rapid City," Rapid City Reporter, 1990s.

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- 50) Collage poster with five photographs "Celebrating 50 years of membership in the Church."
  - a. Laminated copy of "Service of Dedication: Tragedy to Triumph in 20 years"
  - b. Series of undated opinion sheets on the operation of the Church.
  - c. Envelope of loose materials from 1990s, including program books and kids activities.

### 2) Cardboard Box

- 51) Posterboard, black and white photos of church members from 1960s-70s.
- 52) One copy, Journey of the Years, 1876-1951.
  - Includes photographs of previous pastors.
- 53) Series of loose photographs of Church building and renovation.
- 54) Laminated newspaper clipping of President Johnson's visit to Rapid City, Rapid City Journal, 1962.
- 55) Envelope of color photographs and polaroids
- 56) Two envelopes of repeat photos, black and white of choir, and breaking ground of the new Church.
- 57) Envelope with one color photo of stained glass in Church.
- 58) Church directory with pictures of individuals in color, estimated year 1985.
- 59) White binder, scrapbook with newspaper clippings of congregation.
  - a. Statement on dedication of organ, April 1959.
- 60) Blue binder #1
  - a. Series black and white photographs, laminated.
  - b. Repeat photos of congregation and reconstruction of church, including large black and white photos of congregation and members socializing, fire damage, etc. from 1960s.
- 61) Blue binder #2
  - a. Series of black and white photos, 1971.
  - b. Youth membership photos from 1971.
- 62) Book, "a Closer Walk: 365 Daily Devotionals that Nurture a Heart for God," 1992.
- 63) "Book of Discipline of the United Methodist Church," owned by Robert Lowe of UMC, 1976, 664 pgs.
- 64) Book, "God is a Verb," 1974.
  - a. Handwritten document inside of poetry.
- 65) Loose black and white photographs of congregation
- 66) Laminated newspaper clipping of Rapid City Daily Journal from August 1957, on gutting of Church and damage done from fire.

### 3) Cardboard Box #3

- 67) Ten architectural drawings
- 68) Box full of blueprints from reconstruction of Church.
- 69) One rolled up series of photographs and promotional flyers from Church, date unknown.

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### 4) Loose in Closet:

#### 70) Bottom Shelf

- a. "Dakotas Conference United Methodist Archives"
- b. Three copies, Cokesbury Worship Hymnal, 1951.
- c. One copy, Methodist Hymnal, 1964
- d. One copy, Favorite Hymns of Praise, 1967
- e. Two copies, Book of Discipline, 1996
- f. One copy, Handbook for the Church Secretary, 1963.
- g. One copy, Improve your Church Bulletins, est. date 1950s.
- h. Three Churches and a Model T, date unknown.  
--Handwritten note inside "to Uncle Homer from Margarite"
- i. One copy What the Bible is All About, 1977.
- j. Pamphlet, "4 Basic Methodist Doctrines," date unknown.
- k. Series of loose-leaf pamphlets of "The Roadsign Sermon Series," by Dr. Richard Ward, date unknown.
- l. Series of church records/financial journals from 1990s.
- m. Dark Blue binder
  - a. Laminated illustrations of Christmas
  - b. Postage stamps of Holy Family
- n. Thin blue binder, "Administrative Board Minutes,"
  - a. Minutes from Annual Church meetings, 1980-86.
- o. Gold binder, "Board of Trustees"
  - a. Minutes of meetings from 1980-87.
  - b. Reports from different members of the Board.
- p. Loose-leaf typed documents to Richard Ward, Senior Pastor, from Financial Services, 1980s.
- q. Series of Reports from Security Systems and business receipts, 1980s.
- r. Bound, "Membership Register from United Methodist Church," March 31, 1968.
  - a. Date of enrollment for members, 1960-88.
  - b. Handwritten documents.
- s. Black bound book.
  - a. Handwritten records from Executive Board, 1950-52.
  - b. Minutes of Executive Board meetings kept by Church Secretary.
- t. Series of pamphlets, Annual Reports, 1980s
- u. Series of Six "Finance Committee Minutes," 1953-1962
- v. Handwritten notes, "Official Board Meeting Journal/Minutes," 1931.
  - a. Notes kept by Church Secretary.
- w. Handwritten documents, journals/observations, 1929.
- x. Series of bulletins from 1957-59 regarding construction of new Church.  
Vertical collection of different membership roll lists.
  - a. Largely empty, date unknown.
- z. Family Membership Roll, 1930s, 1961-68 and 1990s, (unorganized dates, ordered alphabetically)

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5) Box on ground floor of closet:

71) One plastic box (1.5ft x 8in.)

- a. Loose photographs from 1990s.
- b. Kids' art supplies
- c. Plastic box
- d. Loose leaf black and white photographs dating from 1974-present of congregation members.
- e. Loose photographs in envelopes. Colored pictures of Church members.
- f. Archival Folder, "Current Minutes of Global Concerns Conference," 1988.
- g. Archival Folder, "Delta Resources Committee," 1988
- h. Archival Folder, "Grace Huck Harris Memorial College"
- i. Archival Folder, "1988 Kenya Project"
- j. Archival Folder, "Christian Life Ministries"
- k. Archival Folder, "Redbird Missionary Conference," summer 1988.
- l. Archival Folder, "Mission Together," 1988
- m. Archival Folder, "Missionaries," 1988.
- n. Archival Folder, "Overseas Crusade," 1988.
- o. Archival Folder "In Gatherings," 1988
- p. Archival Folder, "Covenant Relationships"
  - a. Pamphlet, "Missionary and Congregation Joining Together through the Advance"
  - b. General Board meeting of Global Ministries, no date.
  - c. Pamphlets on World Hunger and poverty.
  - d. Clipping from "The Advance," 1988.
- q. Archival Folder, "Third Sunday Offerings," 1988
  - a. Pamphlet on giving within Church.
- r. Archival Folder, "Third Sunday Offerings: Bread for the World"
  - a. Focuses on issues of world hunger
- s. Informational flyer on Black Hills Crisis Pregnancy Center
- t. Archival folder, "Church Response"
  - a. Information on World Food Day.
- u. Envelope, "Motel Information"
  - a. Heifer Project Materials, 1980-81.
- v. Envelope
  - a. Newspaper clippings from 1985, "United Methodists in South Dakota"
- w. Archival Folder, "Latin America"
  - a. Newspaper clippings from "Partners in Congregational Development," 1989.
- x. Envelope, "African Church Development,"
  - a. Church's involvement in Africa, 1986.
- y. Envelope, "Contractors Supply Inc."
  - a. Newsletters to Church, 1985.
- z. Envelope addressed to Bill Fritts.

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- a. Newsletters from 1986.
- aa. 3 Envelopes addressed to Ruth Fritts
  - a. Informational packets on Haiti, 1982.
  - b. Africa church development
  - c. Handwritten thank you note and record of Methodist Church Conference, 1970s.
  - d. Newspaper clippings
  - e. Mission reports from India, 1980s.
  - f. Letter addressed in Arabic, 1985.
- bb. Envelope of handwritten materials from Ruth Fritts
  - a. Regarding Church's financial assistance in foreign countries.
- cc. Envelope
  - a. newspaper clippings regarding "McCurdy Message" on Christmas traditions, 1986.
- dd. Archival Folder, "McCurdy School"
  - a. Information regarding service of McCurdy mission, 1985.
- ee. newspaper clippings addressed to Rev. Robert Wagner

### 6) Second Shelf

- 72) Copies of South Dakota Conference yearbook, 1974-1987
- 73) Journals from Methodist Bicentennial, 1984.
- 74) Journals from 1984-1991 on SD Annual Conference of United Methodist Churches.
- 75) Several folders of Conference Reports from 1953-54
  - a. Attendance and offering records, 1950s.
- 76) Two bound Registers of Church membership, 1957-62, 1962-68.
- 77) Box of slides and negatives of Church photographs.
- 78) Series of Anniversary pamphlets celebrating 100 years of Church (all repeats).
- 79) Pamphlets from First United Methodist Church Financial Stewardship Drive, 1990s.
- 80) Large blue binder
  - a. Summer calendar of Church activities, 1990s.
- 81) Large Binder, "Letters that Help Churches Grow," Elizabeth Crisci
  - a. Letters to the community, church members, children in Church (150 pgs)

### 7) Spiral notebook

- 82) Newspaper clippings and directory of church, 1966.
- 83) Membership list, 1982.
- 84) Newspaper clipping, May 11, 1944, "Highlights: Rapid City Church Launches Campaign"
- 85) Newspaper clippings from Church, Feb. 1960.
- 86) Pamphlet celebrating 70<sup>th</sup> Anniversary of Church, 1951.

### 8) Top Shelf

- 87) Four generic paintings of Christian history
- 88) Series of 4 homemade posters of first Church



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- 89) Series of blueprints and maps of Church
- 90) Binder, "Educational Building"
- 91) Three mounted homemade posters of open house of Church after fire.
- 92) Two copies of "Specifications" by architects that constructed Church after fire.

### **Other Notes:**

Referral information–

Dakota Wesleyan University in Mitchell, SD (Archives of the McGovern Center).

Methodist Hospital in Rapid City, SD.

Methodist Museum in Deadwood, SD.

Methodist Church in Lead, SD.

**Vantage Point Historical Services, Inc.**

**Rapid City Rotary Club**

PO Box 284  
Rapid City, SD

**Site Contact:** Rick Rogers  
(605) 342-6432

**Field Visit Date:** August 5, 2010

**Dates:** 1921-present

**Extent:** Three large brown plastic tubs and one cardboard box: approximately twenty-seven cubic feet.

**Narrative of Visit:**

The contents of the Rotary Club archives consisted of a variety of materials relevant to the history of the community and the Club, including memorabilia, member lists, and awards throughout the history of the Club. Also of importance, were numerous photos, scrapbooks, and records of Club minutes. The materials were kept in five large boxes/plastic tubs.

The Rapid City Rotary Club was founded in 1921. It is a group of members from the community, dedicated to community service. The Club is known in Rapid City largely for its creation of Storybook Island, a local children's park. The Club is also responsible for the organization of cultural exchanges of students between partner countries.

Field Historians, Morandi Hurst and Eric Zimmer, conducted a field survey visit at Northwestern Warehouse, where the archives of the Rotary Club are located. Since the archives are housed in a warehouse, rather than in a building owned by the Rotary Club, the field historians were able to have freedom in exploring the materials. The man in charge of the warehouse, Jason Koppman, was extremely helpful throughout the process. The contact man for the Rotary Club, Rick Rogers, was not involved in the process at all, other than granting permission for the survey.

**Repository:** All materials kept in storage at Northwestern Warehouse, Rapid City, SD.

**Access:** Contact Rick Rogers for permission and inquiries.

**Subjects:** Rapid City history, community service, Rotary Club, Storybook Island

**Scope and Content of Collection/Inventory:**

1) Large brown tub "Rotary" #1 with one blue and white box "Rotary"

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- 1) One tag board with newspaper clippings from Rapid City Journal, Nov. 17, 1965. Article entitled "Area Rotarians Like the Northumberland Hospitality"
- 2) Two small white boxes with blue velvet jewelry boxes inside. Two Paul Harris fellow medals given by the Rotary Foundation of Rotary International.
- 3) One small blue velvet jewelry box with small Paul Harris Fellow pin.
- 4) Five blue Rotary Club of Rapid City rosters. Years 1955-56, 1960-61, 1962-63.
- 5) Two large black binder scrapbooks of color pictures of Japanese tourists to South Dakota sponsored by Rotary club (no date).
- 6) One black binder, "Rapid City Rotary Active File," listing member of Rapid City Rotary Club. (date estimated: 1970s).
- 7) Large red three-ring binder, scrapbook containing information on previous presidents of the Rotary Club, and services under each, 1923-1969.
- 8) White binder with information regarding the Storybook Island Christmas (2002) festivities planned by the Rotary Club.
- 9) Brown envelope "Storybook Island," contains memorabilia and news clippings from 1972.
- 10) Two 50<sup>th</sup> anniversary Rotary Club pens.
- 11) Dark red binder with directory of members. Estimated date 1970s.
- 12) Collection of pamphlets "Standing Committees and Roster" from years 1935-1978.

Large brown tub "Rotary" #2 with a white cardboard box of files separated by dividers.

- 1) File 1: "The Buzz Saw" Rotary Club newsletters from 1987-88.
- 2) File 2
  - a. 1986 Budget
  - b. Membership applications and lists from 1980s.
- 3) Summary of club plans from 1990s
- 4) Manila folder
  - a. 75<sup>th</sup> Anniversary pamphlet of Rapid City Rotary Club (1996)
- 5) Two 8x11 black and white pictures of Rotary Club members (date unknown)
- 6) Financial records, including that of 1931 Conference Committee for the RC Rotary Club.
- 7) Red File:
  - a. Memberships lists and programming from 2000s.
- 8) "The Buzz Saw" Rotary Club newsletters from 1973-1984.
- 9) Envelope from Japanese Rotary Club initiating links with Rapid City, 1992.
- 10) White envelop of membership lists and newsletters from 1994.
- 11) Two reports from Council on Legislation of Rotary International, 1992.
- 12) Envelope "Insurance Policy Rotary Clubs," 1991.
- 13) Green file folder:
  - a. Rotary International Semiannual Report, 1995.
  - b. Constitution of Rotary Club

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- 14) More Rotary Club newsletters and pamphlets from 1990s.
- 15) Membership directory from 1992-1994.
- 16) Yellow envelope: "Buzz Saw" Newsletters and attendance records from 1990.
- 17) "Summary of Club Plans and Objectives" 1990
- 18) Weekly meeting agendas from 1993.
- 19) List of officers and directors from 1984-1994.
- 20) "Buzz Saw" newsletters from 1957-58, 1961-1962, 1966-1972.
- 21) Membership attendance list from 2002.
- 22) Envelope of committees and reports from 1991.

### Cardboard Box 2 x 1.5ft

- 1) Binder "Objective of Rotary"
  - a. Includes promise of sister club agreement with Imaichi, Japan. 2001.
- 2) Blue bound book, "Rotary: Fifty Years of Service," 1905-1955.
- 3) Two green shirts, gifts of Japanese Rotary club.
- 4) "Rotary Club of Guam Sunrise" banner.
- 5) Small white box of undated stamps and ink from Rotary Club.
- 6) Brown box of name tags and pins from Rotary Club event. No date.
- 7) Collection of "Rotary District #5610 Assembly and Conference" pamphlets from May 2000.
- 8) Program from District 561 Conference, May 1979.
- 9) Collection of ten "Object of Rotary" posters.
- 10) Standing Committees and Roster pamphlets from 1936-37, 1940-41, 1943-44, 1949-50, 1950-51, 1952-53, 1954-55, 1969-70.
- 11) Newspaper clippings from Storybook Island Christmas, 1990s.
- 12) Folder, "Custer State Park Resort Company," details, typed and hand-written, of correspondence between the Park and Rotary Club.
- 13) Membership directories from 1994-2000.

### Large Brown Tub #3, "Rotary"

- 1) "Rotary Information Kit," an audio-visual program in four parts. From 1972.
- 2) Envelope of Rotary Club slides from information kit.
- 3) Box, "Old Rotary Club Membership Information"
  - a. Collection of pictures, including one 8x11 in. black and white photograph of Rotary Club Officers in Rapid City, 1984-85.
  - b. Six 8x11 in. black and white photos of Rotary Club members, 1984-2002.
  - c. Five white envelopes of miscellaneous black and white photos of club members.
  - d. Estimated date 1980s-1990s.
  - e. One laminated 8x11 in. black and white photo of Rotary District Conference, 1931

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- f. Envelope of photos from “Visit from Deadwood Rotarians,” 1983.
- g. Black binder, “Pamphlets of the Rotary Club.”
  - i. Twenty pamphlets on community relations and involvement from 1940s-80s
  - ii. One bound book, “Adventure in Service,” includes black and white photos. Date unknown.
- h. Two black photo albums of Rotary Club exchanges.
- i. One box of old membership cards. Arranged alphabetically from 1970s/80s
- j. One brown binder of Rotary Club rosters, records, minutes. Rosters date back to 1930s, but are not all-inclusive.
- k. A collection of black and white photos of Rotary Club members. Date unknown.
- l. A collection of ten archival folders detailing meeting attendance, reports, and pending applications from 1969-present.

Large Brown Tub #4, “Rotary” with cardboard box inside.

- 1) Award plaque, “Nippon Boy Scouts,” 1999
- 2) Award plaque, “Rapid City Children’s Home Society,” 1996
- 3) Video Tape, “Introduction to Rotary,” no date
- 4) Three Blue Diploma-Encased Awards
  - a. Kieth Johnson, 75 years participation in Rotary (1997)
  - b. Carol Peden, “Paul Harris Fellow,” no date
  - c. William O. Thompson, “Paul Harris Fellow,” no date
- 5) Eight bound packets of pamphlets—All contain copies of each year’s “Rapid City Rotary’s Buzz Saw,” newsletter.
  - a. 1996-2003
- 6) Manila Envelope, “Rotary Extra Convention Materials”
  - a. Three identical brochures, “Rotary Conference 1996”
  - b. Hand-written steno-pad, “Base Moves 1967”
  - c. Two identical copies, “The Buzz Saw, 1966”
- 7) Manila Folder, no title one
  - a. Miscellaneous photos and other documents of Rotary Club members, activities, approximately 1984-Present
- 8) Manila Folder, no title two
  - a. Miscellaneous photos and other documents, detailing Rotary Club members, dates range from 1935-present – no apparent organization
- 9) Manila Folder, no title three
  - a. Miscellaneous photos and other documents, detailing Rotary Club members, dates not available – no apparent organization
- 10) Manila Folder, “Rotary”
  - a. Black and White photos of Rotary Club meetings and members, 1983

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- 11) Manila Folder, “Steece”
  - a. Club member lists and black and white photographs, late 1960’s
- 12) Loose-Leaf, miscellaneous
  - a. Bound Membership booklet, 1992
  - b. Black and white, laminated photos, no dates
- 13) Approximately 16 hard-covered booklets,
  - a. “Rotary Club Guidelines” no dates
  - b. “Rapid City Rotary Club Golden Anniversary”

**Other Notes:**

All Rotary Club materials are housed at Northwestern Warehouse in Rapid City. Call Jason Koppmann at (605) 484 1757 to schedule a time to see the archives.

**Vantage Point Historical Services, Inc.**

**Haggerty's, Inc.**

2520 W. Main St.  
Rapid City, SD, 57702

**Site Contact:** Tim Haggerty (owner)  
605-348-6737  
tim@haggertysmusic.com

**Field Visit Date:** July 6, 2010

**Dates:** 1950-Present

**Extent:** 15 cubic feet

**Narrative of Visit:**

The contents of Mr. Haggerty's collection included three file folders of newspaper clippings over the years, mostly of Haggerty's Department Store. A large portion of his collection also related to the 1972 Flood, and the damage done to the store. Mr. Haggerty also had one large 3X3 foot commemorative scrapbook which detailed the history of Haggerty's Department Store, and its award as an "Outstanding Retail Store." In addition, Mr. Haggerty had two photo albums and one box of photos documenting Haggerty's employees in the old "Crazy Daze" of Baken Park. They included pictures of employees dressed in costumes, as well as photos of what the Department Store looked like. Also included in the collection is a photo album of pictures of Haggerty's billboards taken throughout the state, over the years. There was also a photo album of Haggerty's Tour and Travel Service.

Vantage Point Historical Services (VPH) Field Historians, Eric Zimmer and Morandi Hurst, conducted a survey for the RCPL Community Archives/Knowledge Network Project at Haggerty's MusicWorks on July 7, 2010. We met with owner, Tim Haggerty, who brought his personal collection of historical materials, which consisted mainly of photographs, both in albums and loose in boxes. His collection of materials was limited to a small corner of his office. Much of the materials focused on the old department store, Haggerty's, which does not exist anymore. There was little information on the music store. Overall, the visit went well. Mr. Haggerty was responsive to our efforts, and generally kind and agreeable during the process. He also grasped the purpose of the project quickly and well, and we found no need to schedule independent meetings to explain the project and complete the survey. Mr. Haggerty also expressed that he enjoyed historical projects, such as ours, and he seemed to value the history of the community and of his family's history in the community.

Mr. Haggerty was very casual about the process, and raised no issues or concerns with the survey. We had planned for it to be a preliminary meeting, so we were not prepared with our computers or with a camera. However, since his collection was limited, photographs did not

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seem necessary. He filled out the survey on site, which the field historians later transferred into the computer.

**Repository:** All materials are housed in Haggerty’s MusicWorks building, in Mr. Haggerty’s office.

**Access:** Contact Tim Haggerty for permission and inquiries.

**Subjects:** Haggerty’s Department Store, Local business, 1972 Flood, Billboards, “Crazy Daze”

### **Scope and Content of Collection:**

- 1) File Folder One
  - a. Newspaper clippings of 1972 Flood and damage done to store.
- 2) File Folder Two
- 3) File Folder Three
- 4) Photo Album One
- 5) Photo Album Three
- 6) Box of loose photos
  - a. Series of color photographs of Haggerty’s employees dressed in costumes, as well as photographs of the “Crazy Daze” of Baken Park.
- 7) Photo Album Three
  - a. Series of photographs of Haggerty’s Tour and Travel Service
- 8) Photo Album Four
  - a. Series of photographs of Haggerty’s Department Store billboards taken throughout South Dakota.
- 9) Commemorative Scrapbook
  - a. 3ft x 3ft detailing the history of Haggerty’s Department Store and its award as an “Outstanding Retail Store.”



**Vantage Point Historical Services, Inc.**

**Big Brothers Big Sisters of the Black Hills**

425 Kansas City Street  
Rapid City, SD, 57701

**Site Contact:** Mary Victor (Executive Director)  
Telephone: 605-343-1488  
E-mail: [execdir@bigmentors.com](mailto:execdir@bigmentors.com)

**Field Visit Date:** September 15, 2010

**Dates:** 1961-Present

**Extent:** One white "banker's box" containing forty-eight different files and a smattering of additional loose-leaf documents and files. Files contain letters, membership rosters, financial documents, newsletters, annual reports, and a limited number of photographs and other memorabilia, all documenting the operating history of BB/BS since the 1960's. The vast majority of the items concern the history of the organization from approximately 1990 to the present.

**Repository:** Big Brothers Big Sisters main office, Rapid City.

**Access:** Contact Mary Victor for permissions/inquiries.

**Narrative of Visit:** A collection of letters, financial documents, operational manuals, and other items document the history of Big Brothers/Big Sisters of the Black Hills, a 501(c)3 non-profit organization intending to "match quality volunteer mentors with children and youth," located in downtown Rapid City. The organization has been in constant operation in the Black Hills since 1961, when it was originally chartered as "Buddies Unlimited."

Mary Victor, Executive Director of BB/BS of the Black Hills organized and set out the materials for the survey. Though Victor was not on-site during the field survey, she allowed full access and documentation of the historical items at BB/BS. According to Office Administrator Renee Weatherbee (who was on-site during the survey), the majority of BB/BS' archival materials were recently destroyed following a 'house cleaning' effort. Thus, the majority of the collection regarded the organization's more recent history (1990's-Present). However, several items from the 1970's, as well as the original meeting minutes from 1961 still exist. Most notable in the collection are those original notes, board member lists, and other type and hand-written documents from the early 1960's.

**Scope and Content of Collection/Inventory**

One Loose File Folder "BB/BS History"

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- 1) Copy of "A 'Big Brother' Should be Wiser and Older, and Founder Irv Westheimer Fits the Bill Just Fine – He's 100." Article dated 10/8/1979
- 2) Copy of "A Unique Service" Two page document, outlines major goals of BB/BS in America, as well as section on the history of BB/BS in America from founding to 1977. No date.
- 3) Copy of "Big Brothers/Big Sisters of the Black Hills, Inc.: History and Purpose." – Narrative history of BB/BS in Black Hills from founding in 1959, two pages, author and date unknown.
- 4) Copy of "The most important thing I have done." Two pages, Article by Steve Kichen from *Forbes Magazine*, June 21, 1993.

Large Green File Folder "Newsletter," approx. 3 inches thick.

- 1) Contains two smaller file folders, "Newlsetter" and "Newsletter II"
  - a. Both contain various BB/BS monthly newsletters, 1990's-2000's, multicolored papers.
- 2) Also, a stack of loose-leaf documents, approximately 6 inches thick, contains further copies of "The Big Times," BB/BS' newsletter, as well as fundraising letters, holiday letters, event programs, and other activities BB/BS participated in or sponsored. 1990's-2000's, multicolored papers.

One Large White Banker's Box, "History"

- 3) File Folder, "Board Sustaining Letter 1995"
  - a. List of recipients and drafts of letter, as well as donor amount listings. 11/10/1995. No Author.
- 4) File Folder, "Sustaining Correspondence Lists"
  - a. Lists of businesses and amounts donated to BB/BS, sponsors, drafts of newsletters, miscellaneous papers of board of directors. 1994-1996, no authors.
- 5) File Folder, 1995 Sustaining Christmas Letter
  - a. Misc. Papers regarding "Sustaining Members Drive," fundraising effort and contact lists for potential sponsors. 1995, no author.
- 6) Blue Folder
  - a. "Sustaining Membership Campaign 1996 Summary"
- 7) Brown File Folder, "3 Year Plan"
  - a. Miscellaneous papers regarding budget plans, 1998-2000. Approx. 0.5 inches thick.
- 8) File Folder "Application/Board of Directors: Resignations"
  - a. Mescellaneous memorandums/letters of resignation from BB/BS board members, 1990's-2000's.
- 9) File Folder, "Personnel Policies '93"
  - a. BB/BS Personnel Policies and Procedures Manual, 1993

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- 10) File Folder, “Accreditation Policies”
  - a. Misc. Papers regarding accreditation requirements and policies for incorporated BB/BS sites. June 27, 1994.
- 11) File Folder, “Board Training”
  - a. Handbook/misc. Documents regarding training agenda for new board members/screening of volunteers. No dates.
- 12) File Folder, “Counceling and Support Policies”
  - a. Misc. Papers regarding new policies/procedures implemented at board meeting for BB/BS volunteers. 1994.
- 13) File Folder, “New Board Member Application, 1996-1999”
  - a. Misc. Documents regarding new applicants to BB/BS board, including duties, regulations, etc.
- 14) File Folder “Board Member Applications”
  - a. Continuance of items in file thirteen.
- 15) Brown File Folder, “1998 New Board members”
  - a. Misc. Papers regarding application, screening, job description, etc. For board members.
- 16) File Folder, “Job Description Member”
  - a. Misc. Papers regarding board membership agreement, job descriptions, budgetary items, etc. 1992.
- 17) File Folder, “Board Members Years of Service”
  - a. Single document, titles and tenures of 4 board members, 1985-2001.
- 18) File Folder, “1996 New Board Members List”
  - a. Misc. Papers for new board members – acceptance letters, nominating group meeting minutes, etc. 1996.
- 19) File Folder, “Standards of Practice One to One Service”
  - a. BB/BS of America’s manual for “One-to-One Service.” January 2000.
- 20) File Folder, “Trust for Endowment and Foundational Purposes”
  - a. Trust agreement papers, 2000.
- 21) File Folder, “Agency Policy of Confidentiality of Records”
  - a. Confidentiality statements/agreements, 2000”
- 22) Yellow File Folder, “BBBSA Standard of Practice”
  - a. Misc. Papers regarding standards of practice, 1998.
- 23) Yellow File Folder, “Sustaining Cards”
  - a. Enveloped thank-you cards for Sustaining Members Drive. No dates, all blank.
- 24) File Folder, “Committees/Board of Directors”
  - a. Thank you notes, board member responsibility descriptions, etc.
- 25) File Folder, “Board Strategic Planning Retreat 1994”
  - a. Papers regarding organization and minutes of retreat, 1994.

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- 26) Blue and White Folder, “Big Brothers/Big Sisters of America”
  - a. Details on board membership/agenda for 1992.
- 27) Gloss-Covered Report Folder, “Big Brothers/Big Sisters of the Black Hills: Board of Director’s Manual”
  - a. 1993, very detailed document encompassing many facets of BB/BS operations/members/etc. 1993. Two copies.
- 28) File Folder, “Marketing Plan”
  - a. Details on BB/BS Strategic marketing plans, 1997 and 2002, specifically.
- 29) Brown File Folder, “Membership Affiliation Agreement”
  - a. Copy of “Membership Affiliation Agreement with BBBS of the Black Hills” from 2000.
- 30) File Folder, “Trust for Endowment and Foundations”
  - a. Documents identical to those in File 20.
- 31) File Folder, “Statement of Operating Guidelines”
  - a. Two-page statement of operating guidelines, no date.
- 32) File Folder, “Statements Procedures, and Policies for BB of the Black Hills: 1970’s”
  - a. Statements/Guidelines documents/manuals from 1970’s. Approx. 0.5 inches thick.
- 33) Stack of Loose Leaf Documents, approx. 6 inches thick.
  - a. Annual reports from BB/BS of the Black Hills, 1997-1999.
- 34) File Folder, “1992 Board Survey”
  - a. Survey with procedural questions for board members, 1992.
- 35) File Folder, “Annual Board Review”
  - a. Board review sheets for members, 1992.
- 36) Yellow Folder
  - a. “Standards and Required Procedures for One-to-One Service manuals and policies, 1986-1993.
  - b. “1990 Sustaining Membership Campaign: Campaigner’s Handbook.”
- 37) Brown Folder, “Buddies Unlimited”
  - a. \*\*\*\*\*Early board meeting minutes, member names, descriptions of clients and other papers. 1960-62. Documents are on very thin typewriter paper, and ink is fading. Handle with care.
- 38) File Folder, “FICA 501(c)3”
  - a. Misc. Papers relating to IRS and federal income tax documents, 1970’s.
- 39) File Folder, “Keepers”
  - a. Thank you-notes, letters, etc. 1988-1990’s
- 40) File Folder, “Smoke Damage to our Office Clock Tower”
  - a. Documents relating to smoke-damaged building, 2001.
- 41) File Folder, “Bylaws Reviewed January 1996”

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- a. Misc. Documnets, flow charts, policies, procudures, and organizational charts. 1996. Approximately 0.5 inches thick.
- 42) Misc. Loose-Leaf Papers
  - a. Photo-finishing cards, designs for jewelry-type pin, invoice from Golden Crest Jewelers, Inc. 1989.
  - b. Volunteer request letters, 1988.
  - c. “Agency Evaluation Report” 1991. Two Copies.
- 43) Brown File Folder, “Labels”
  - a. Phone number, label stickers.
- 44) File Folder, “RSVP In Kind”
  - a. Misc. Documents relating to the “Retired Senior Volunteer Program,” 1999.
- 45) Brown File Folder, “Sustaining Members List, 1999”
  - a. Misc. Documents regarding sustaining members drive, 1999.
- 46) File Folder, “Gifts in Kind”
  - a. Donation/In-Kind Gift details, 2002.
- 47) Brown File Folder, “Donors List 2000”
  - a. Lists and amounts of donors and sponsors of BB/BS. 2000-2001.
- 48) Brown Accordion-Box Style Folder, approx. 3 inches thick. “Info. On Computers, 1994”
  - a. Misc. Documents relating to software and hardware uses and inventory, as well as by-laws and other correspondence from 1990’s.
- 49) Black Accounting Book, “Record”
  - a. Hand-written donor information, 1987-1996.
- 50) Black three-ring binder, “Old Board Members”
  - a. Lists of board members, 1990’s and 2000’s.
- 51) Stack of Loose-Leaf Documents, Approximately 3 inches thick.
  - a. Misc. letters, schedules, meeting minutes, etc. All related to board members/meetings/activities, 2000’s.

**Vantage Point Historical Services, Inc.**

**Emmanuel Episcopal Church**

717 Quincy Street  
Rapid City, SD, 57701

**Site Contact:** Father Richard Ressler  
Telephone: 605-342-0909  
E-mail: emmanuel@rapidnet.com

**Field Visit Date:** September 20, 2010

**Dates:** 1887-Present

**Extent:** Three file drawers and a basement storage room contain the extent of historical materials at Emmanuel Episcopal Church. The entire collection (without the other drawers in the filing cabinets) could be stored in under twenty-five cubic feet of archival space.

**Repository:** Emmanuel Episcopal main office, Rapid City.

**Access:** Contact Fr. Richard Ressler for permissions/inquiries.

**Narrative of Visit:** A collection of attendance, registration, and administration journals, financial documents, photos, procedural manuals, several artifacts and other items document the history of Emmanuel Episcopal Church, a religious organization located in downtown Rapid City. The organization has been in constant operation in the Black Hills since 1887.

Father Richard Ressler, the rector at Emmanuel Episcopal and his receptionist/assistant, Lisa Teachout, provided full access to the church's collection. The collection at Emmanuel Episcopal is well organized, and the most fragile materials (including the oldest registration records and registries), are held in hard-covered books in fire-proof filing cabinets on the upper floors. The materials stored downstairs are kept in well-labeled, easily accessible boxes and folders. Father Ressler expressed interest in the idea that the church could be contacted by researchers, though a narrative history of the organization was completed in the 1980's. According to Father Ressler and Ms. Teachout, backup copies of many of the financial records exist in floppy-disk and other digital formats.

Emmanuel Episcopal, by general observation, takes pride in its role in the history of Rapid City, and as such, have made significant efforts to preserve and document it. They express special pride in the attendance of President Franklin D. Roosevelt on August 20, 1936, and have preserved several artifacts, including a flag given to the church as a gift from FDR, as well as a wooden plank anecdotally said to have been used as a ramp for his wheelchair. They hold several copies of photographs of the event, but do not own the originals.

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## Scope and Content of Collection/Inventory

### Items in Main Office Fireproof File Drawers

#### File Drawer “22. Parish Registry, Memorial Garden Book”

- 1) Large Green and Red Book, “Parish Register 1”
  - a. Original Parish Registry, hand-written, begins November 21, 1887, continues to November 1906. Names of all registered church members, including Valentine McGillycuddy and other prominent names from Rapid City. Hard-covered, approximately 0.5 inches thick.
- 2) Large Green and Red Book, “1961-1972”
  - a. Hand-written parish registry including names and registration dates of church members from 1961-1972. Hard-covered, approximately 1.0 inch thick.
- 3) Large Green and Red Book, “1971-November 1989”
  - a. Hand-written parish registry including names and registration dates of church members from 1971-1989. Includes baptism, confirmation, communicant, marriage and burial records for events taking place at the church. Hard-covered, approximately 1.0 inch thick.
- 4) Large Green and Red Book, “From: December 1989”
  - a. Hand-written parish registry including names and registration dates of church members from 1989-July 2010. Includes baptism, confirmation, communicant, marriage and burial records for events taking place at the church. Hard-covered, approximately 1.0 inch thick.
- 5) Black Book, “Emmanuel Parish Memorial Garden”
  - a. Plot Registration Book for Memorial Garden, includes reservation forms for individuals hoping to save plots for family members/friends. Alphabetically organized, no entries, no date (appears recent). Hard-covered, approximately 1.5 inches thick.
- 6) “Directory – Emmanuel Episcopal”
  - a. Photo registry with member names and photos of families and activities. No dates (appear 1990s), spiral bound approximately 0.25 inches thick. Two copies.
- 7) “Emmanuel Episcopal Church: Rapid City, SD 1887 to 1987”
  - a. Photo directory of church families and activities, 1980’s. Spiral bound, approximately 0.25 inches thick.
- 8) “To Know Our Lord and Make Him Known: Emmanuel Episcopal Church, Rapid City, SD”
  - a. Photo directory of church families and activities, 1995. Bound, approximately 0.25 inches thick. Two copies.
- 9) “Emmanuel Episcopal Church, 1983”

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- a. Photo directory of church families and activities, 1983. Bound, approximately 0.25 inches thick.
- 10) “Emmanuel Episcopal Church, 1979”
  - a. Photo directory of church families and activities, 1979. Bound, approximately 0.25 inches thick. Two Copies.
- 11) “Emmanuel Episcopal Church, 1969”
  - a. Photo directory of church families and activities, 1969. Bound, approximately 0.25 inches thick.
- 12) Large White Envelope, “Registry – Do Not Destroy: Emmanuel Church, Certified Copy of the Parish Register: Chapel of the Transfiguration Camp Remington, South Dakota.”
  - a. Copy of official registry, Chapel of the Transfiguration Camp Remington, 1989.

### File Drawer “File Plan 22: Parish Registry.”

- 13) Black Book, “The Book of Remembrance, Emmanuel Episcopal Church”
  - a. Hand-written entries, documenting “Memorial Gifts” given to church from various members. Entered 1935-1950’s. Hard-covered, approximately 2.0 inches thick.
- 14) File Folder, “22 Parish Registry”
  - a. 1926-19561 hand-written index of church members. Approximately 0.25 inches thick.
- 15) Green Book, “1941-1955”
  - a. Marriage documents for weddings taking place at Emmanuel Episcopal Church, 1941-1955. Hard-covered, approximately 1.0 inch thick.
- 16) Green Book, “1954-1960”
  - a. Marriage documents for weddings taking place at Emmanuel Episcopal Church, 1954-1960. Hard-covered, approximately 1.0 inch thick.
- 17) Brown, FRAGILE folded document, “Abstract of Title”
  - a. Abstract of land title for Emmanuel Episcopal Church in Pennington County, 1971. Soft cover, approximately 2.0 inches thick when folded.
- 18) Green and Red Book, “1912-1939”
  - a. Marriage documents for weddings taking place at Emmanuel Episcopal Church, 1912-1939. Hard-covered, approximately 1.0 inch thick.
- 19) Green and Red Book, “1920-1926-1941”
  - a. Marriage documents for weddings taking place at Emmanuel Episcopal Church, 1920-1941. Hard-covered, approximately 1.0 inch thick.
- 20) Long Red and Brown Book, “Day (written on spine)”



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- a. Mostly blank, appears to be daily events log book/journal from 1930’s and 40’s. Hard-covered, approximately 1.5 feet long, and approximately 1.0 inch thick.
- 21) Blue and Red Book, “Cash or Day Book”
- a. Hand written notes, appears to be list of books (titles, authors, dates, and prices are listed). 1962-1984, Hard-Covered, approximately 0.5 inches thick.
- 22) Green and Red Book, “1906-1919”
- a. Hand-written parish registry including names and registration dates of church members from 1906-1919. Includes baptism, confirmation, communicant, marriage and burial records for events taking place at the church. Hard-covered, approximately 1.0 inch thick.
- 23) Green and Red Book, “1926-1961”
- a. Hand-written parish registry including names and registration dates of church members from 1926-1961. Includes baptism, confirmation, communicant, marriage and burial records for events taking place at the church. Hard-covered, approximately 2.0 inch thick.
- 24) Six Red Books, “Our Church Guests”
- a. Each book contains hand-written signatures from church visitors of different time periods. Each is hard-covered and approximately 1.0 inch thick.
    - i. August 1955-March 1962
    - ii. May 1962-July 1966
    - iii. August 1966-June 1971
    - iv. June 1971-April 1979
    - v. April 1979-July 1983
    - vi. August 1983-June 1991
    - vii. (In File Folder, not Red Book) June 1991-2002
- 25) Eight Books (Seven Red, One Green), “Register of Church Services”
- a. Each book contains hand-written details and notes by church rectors. Each is hard-covered and approximately 1.0 inch thick.
    - i. August 1922-October 1959 \*\*8/30/36, date of FDR’s visit holds no notes of his visit.
    - ii. July 1988-September 1996
    - iii. December 1972-January 1980
    - iv. January 1980-July 1988
    - v. January, 1997-July 2005
    - vi. October 1962-February 1967
    - vii. (Green) October 1959-September 1962)
    - viii. February 1967-April 1972
- 26) Secondary Source Book – *A Century of Worship*

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- a. Narrative history written by Dana Close Jennings and Friends, includes photos and description of history of Emmanuel Episcopal to 1988. Published 1988, 207 pages.

### Items in Downstairs Storage

#### White Archival Box, “Emmanuel’s Archives Box # 1”

- 27) The box contains numerous items, in no particular order. Dates appear to range from the 1960’s to the 1990’s, and include news clippings, photographs of church members and activities, Emmanuel Episcopal’s Newsletter, “Rector’s Corner,” a booklet entitled “A Manual of Accounting Principles and Reporting Practices for Episcopal Dioceses, Parishes, and Missions. The entire collection fills the capacity of the box, approximately 14x16x12 inches.

#### White Archival Box, “Emmanuel Archival Box 1994”

- 28) Box contains pamphlets and newsletters regarding church happenings, including files whose contents document items relating to specific events:
  - a. Emmanuel Lights: 1978-1989
  - b. Convocations: 1964-1969
  - c. Convocation 1967 (Martin)
  - d. Convocation – Special: 1968
  - e. Convocation: 1967 Belle Fourche
  - f. South Dakota Missionary District Journals, 1938-1960

#### White Archival Box, no title

- 29) Box contains files regarding specific individuals and categories of interest at Emmanuel Episcopal:
  - a. Bishop Geisner
  - b. Emmanuel Parish
  - c. Sunday School Staff
  - d. Correspondence 1977
  - e. Bishop Ogilby
  - f. Guilds
    - i. General Guild
    - ii. Saint Agnes’ Guild: Two string-bound and two small black three ring binders, minutes, financial records, and notes from Guild meetings in 1940’s, 1950’s, as well as a history of “St. Agnes’ Guild from 1960’s.
    - iii. St. Catharine’s Guild: small manila envelope containing two small notebooks, documenting minutes, financial records, and notes from Guild meetings in 1960’s and 1970’s.
- 30) Three White Boxes of Permanent Financial Records:
  - a. “1976-1980 Permanent Financial Records”

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- b. “2000 Permanent Financial Records”
  - c. “1990-1999 Permanent Financial Records”
- 31) Six White Boxes of Temporary (Tax-based) financial records set for destruction:
- a. “2001 Financial Records, Destroy 1 Jan 2009”
  - b. Financial Records 2002, Destroy 1 Jan 2010” (two boxes)
  - c. 1999 Financial Records, Destroy Jan 2007”
  - d. Financial Redords 2000 “Destroy 2008”
  - e. “Fin. 2007”

### ECW Collection – Episcopal Church Women groups

- 32) Black Three-Ring Binder “Episcopal Church Women Handbook”
- a. Contains information on Rapid City chapters of ECW, as well as handbook outlining policies, procedures, activities and operations of ECW groups. Printed 1976, approximately 2.0 inches thick.
- 33) Brown and Black Striped Book, “ECW Minutes of Meetings, 1949-Buch”
- a. Hard-covered book containing minutes and notes of ECW events, meetings, financial records, etc., 1949-1957. Approximately 1.0 inch thick.
- 34) White Box, “ECW”
- a. Six red folders, each containing treasurers’ reports from ECW meetings, 1978-1990
  - b. Black book, notes of auxiliary board, 1954
  - c. Gray and Red Book, “Black Hills Deanery and Woman’s Auxiliary Missionary District of South Dakota: Cash Accounts and Attendance” contains financial records and attendance from ECW, 1960’s
  - d. Brown folder, notes, documents, and “half century” commemorative article on first 50 years of activity.
  - e. Brown Box, “St. Ann’s & ECW General Guild Bank Statements”
    - i. Box contains financial records, checkbooks, etc. For St. Agnes’ Guild and ECW, 1980’s.
  - f. Red Smead Box, “Dorcas Guild”
    - i. Box contains financial records, checkbooks, etc. For Dorcas Guild, 1960’s-1970’s.
  - g. Gray Three-ring binder, “President’s Handbook” for Women’s Auxiliary district of South Dakota”
    - i. Notes, minutes, procedures book, 1950’s.

**Vantage Point Historical Services, Inc.**

**National American University**

5301 S. Highway 16, Suite 200  
Rapid City, SD, 57702

**Site Contact:** Guy Tillett  
Telephone: 605-394-4976  
E-mail: alumni@national.edu

**Field Visit Date:** October 1, 2010

**Dates:** 1941-Present

**Extent:** Only those items listed by Guy Tillett as existing as part of the research he compiled for *Milestones: The 70 Year Progression of NAU* are available.

**Repository:** NAU main offices, 5301 S. Highway 16, Suite 200, Rapid City.

**Access:** Contact Guy Tillett for permissions/inquiries.

**Narrative of Visit:** Rather than holding an actual field visit, Guy Tillett at NAU sent along a completed CAP survey form, along with notes on the source material held at NAU. Mr. Tillett recently completed a monographic history of NAU, entitled *Milestones: The 70 Year Progression of NAU*. As part of that project, Mr. Tillett has already organized and evaluated the primary sources included in NAU's collection. These items, according to his notes, include: "Catalogs and self-studies for accreditation, Yearbooks from the 1960's, 70's, and 80's, a 17-volume set of transcribed materials of Harold Buckingham's diaries and journal materials," as well as published copies of *Milestones*. Mr. Tillett is supportive of the project, but feels that contacting he or his book would answer the majority of questions researchers may have regarding NAU's history in Rapid City, as well as its expansion to other parts of the country.

Vantage Point Historical Services, Inc.

## **Harvey's Lock and Security**

414 3<sup>rd</sup> Street  
Rapid City, SD, 57701

**Site Contact:** Ed or Jim Crossman  
Telephone: 605-348-7580  
E-mail: ednbon@q.com

**Field Visit Date:** October 11, 2010

**Dates:** 1956-Present

**Extent:** One black folder containing news clippings, photographs, and legal documents illustrating the history of Harvey's Lock and Security in Rapid City.

**Repository:** Home of Ed Crossman, Rapid City.

**Access:** Contact Jim or Ed Crossman for permissions/inquiries.

**Narrative of Visit:** The field survey for Harvey's Lock and Security took place at the Rapid City Public Library on October 11, 2010. Ed Crossman, retired former owner (and father of current owner, Jim Crossman), brought along copies of several photographs, news clippings, and legal documents which illustrate the history of Harvey's in Rapid City. Perhaps as importantly, Ed provided an impromptu, informal oral history of the evolution of Harvey's over the years, including some information on the 1950's retail and repair market, the 1972 Flood and its impact on Rapid City, and the past owners and locations Harvey's has occupied since 1956.

### **Scope and Content of Collection/Inventory**

The following chronology of Harvey's Lock and Security is generated from an impromptu oral interview with Ed Crossman, 10/11/2010:

*Harvey's Lock and Security began as Hass' Repair Shop, and was opened by Harold Hass on the 900 block of Main Street, Rapid City, which later moved to the corner of 11<sup>th</sup> Street and Knoplace Street. In 1956, Harvey Christianson purchased the shop from Hass, renaming it "Harvey's Fixit Shop," a business which specialized in fixing household appliances, etc. which were, at the time, cheaper to fix than replace. In 1957, Christianson purchased property at 1008 West Boulevard, and operated the store along with Palmer Eggebraaten, who ran an attached lawnmower repair shop. Harvey's Fixit Shop was also the main retail outlet for Schwinn bicycles throughout the period. Ed Crossman began working for Harvey Christianson, his father-in-law, in 1959. In 1868, Crossman bought Christianson out of the business, and*

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*eventually sold off the lawnmower and bicycle shops in order to accommodate a new market in which replacing appliances became more affordable than having them serviced. By the late 1950s-early 1960s, Harvey's had shifted their prerogative solely toward producing and/or servicing keys, locks, and safes, and changed the business's name to "Harvey's Lock and Security." In 1972, the aftermath from the Rapid City Flood caused the city government to force Harvey's' relocation out of the flood zone. Crossman moved the shop to 201 Main Street, where he operated off a month-to-month rental agreement for eleven years. In 1981, Crossman purchased Harvey's' current location at 503 3<sup>rd</sup> Street in Rapid City. Ed Crossman retired in the early 1990's, eventually selling the business to his son, the current proprietor Jim Crossman.*

### 1) One Black Folder

- a. Three laminated pages containing nineteen photographs from the 1950s, 60s, 70s, and 80s.
  - i. The photographs include individual employees like Harvey Christianson, Ed and Jim Crossman, former co-owner Palmer Eggebraaten and employee Tom Peterson.
  - ii. Photos of interior and exterior shots of past locations for the shop, as well as employees and family members of Harvey's.
- b. Legal documents/Bill of Sale/other contracts for Harvey's Lock and Security, dated 1970.
- c. Collection of news clippings from the *Rapid City Journal* and *Rapid City Weekly News Magazine* from the 1960s, 70s, 80s, and 90s.

**Vantage Point Historical Services, Inc.**

**Black Hills Community Theater**

1202 E. St. Francis St.,  
Rapid City, SD, 57701

**Site Contact:** Dennis Gleason  
Telephone: (605) 394-1787  
E-mail: executive@bhct.org

**Field Visit Date:** October 11, 2010

**Dates:** 1903-Present

**Extent:** Hundreds of photos (black and white and color) and digital negatives of the BHCT productions since the 1950's, staff, posters and memorabilia, VHS video recordings, documents, and marketing/media clippings, assembled by BHCT staff and thoroughly organized in chronological order; hundreds of loosely organized promotional pamphlets, tickets lists, board meeting minutes, and financial documents. The collection at BHCT is large, easily filling over 60 cubic feet of material storage.

**Repository:** Black Hills Community Theater main administrative offices, Rapid City.

**Access:** Contact Dennis Gleason or Director for permissions/inquiries.

**Narrative of Visit:** As a 501(c)3 nonprofit organization, the Black Hills Community Theater has been providing the Rapid City area with a constant stream of recreational dramatic productions since it began under the title "Group Theater" in the 1950s. Dennis Gleason, the Managing Artistic Director, was very receptive to the Community Archives Project. He allowed full access and documentation of the historical items at BHCT, and provided only basic restrictions concerning different copyright laws inherent to the usage of scripts, photographs, etc. of different professional productions. The collection at BHCT is large and well organized, but personal contact with a knowledgeable member of the BHCT staff would greatly benefit any research endeavor. This is due in large part to the fact that, while the materials at BHCT are well organized (boxed, filed, labeled, etc.), they are scattered throughout different storage spaces at the administrative offices. Once a researcher is told where to look, finding valuable information should come with relative ease.

**Scope and Content of Collection/Inventory**

*All of the items at BHCT are very well organized, to the point at which the general title given on boxes, etc. gives a nearly sufficient explanation of its contents. The BHCT organizes shows, for six different acting troupes, and their historical materials include all of them.*

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- 1) The “Group Theater” name changed to Black Hills Community Theater, known as “Main Stage,” who perform five shows per season and have been in constant operation for forty-two years.
- 2) The “Cherry Street Players,” the youth drama education troupe, has been in activity for roughly ten years, and includes an educational program with two public shows annually, one each semester.
- 3) The “Children’s Series” name changed to “Young Stage,” puts on three to four productions per year, and had been in operation for about five years.
- 4) The “Storybook Island Theater” is done only in summer, with four different shows done in repetition each day, and includes two weeks of children’s theater camp.
- 5) The “Dinner Theater,” puts on one show per year for about the last eighteen years.
- 6) The “Well Done Players,” senior troupe does performed sporadically, often at West Hills Village, other locations, have been active for approximately four years.
- 7) “Plays off the Page” – staged readings generally in the summer, with five performances last year.

Upstairs Tan File Cabinet in Closet and Director Gleason’s Office.

*The contents of all items in the upstairs file cabinet are stored in plastic binder pages, and each contains programs, tickets, photos, and other memorabilia in various combinations for every performance year the Community Theater has been open. The documents are well organized and stored in chronologically ordered files by year in the file cabinet.*

- 1) Bottom Drawer – Years 1957-1980
- 2) Second Drawer from the bottom – Years 1980-1995
- 3) Third Drawer from Bottom – 1995-2006
- 4) In Director Dennis Gleason’s Office – Similar files in three-ring binders for show seasons 2006-present.
  - a. More recent binders include copies of “The Curtain Call,” BHCT’s monthly newsletter, typed notes from BHCT Board Meetings, hand-written thank-you notes from sponsors, and news clippings.

Opposite Closet

- 8) White Bookshelf at Back of Closet
  - a. Approximately ninety-two VHS video cassettes of BHCT productions dating back to the 1980’s
  - b. Approximately six audio cassettes, containing sound tracks, sound effects, or audio recordings for various productions.
  - c. Approximately twenty-five CD ROMS containing photos and audio recordings from various productions.
  - d. Approximately twenty floppy disks containing photos of various productions.
- 9) Horizontally stacked posters along right entrance to closet



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- a. Approximately eighty-seven full size (approx. 3’x3’), color show posters from various productions.

### 10) Tan, Steel Shelves

- a. Approximately twenty-five individually labeled bankers boxes, each containing financial files for different groups sponsored by BHCT, most of recent past; since 2000.
  - i. \*\* Most of these boxes are likely IRS related, and therefore, may be destroyed as seven-year IRS expiration approaches.
  - ii. Approximately 20 individual, multicolored three-ring binders with copies of “The Curtain Call,” BHCT’s monthly newsletter, which documents happenings and other events at BHCT. Binders also include types BHCT Board Meeting minutes, news clippings from that year, and some typed letters sent out to BHCT members.
    - 1. Binders are organized in chronological order by year, beginning at the early 1990’s and extending to the present. Each Binder contains roughly one to one-and-a-half years (i.e. “97’98,” “98-99,” etc.)

### 11) Back “Main” Office

- a. Eight three-ring binders containing programs and memorabilia from productions 1993 to present.

### 12) \*\*No Location\*\*

- a. *In addition to the many items fairly thoroughly organized and cataloged, Director Gleason also stated that miscellaneous boxes of surplus programs for old shows and CD -ROMs containing photos of various shows are located throughout the building. However, their exact location remains unknown at this time.*

Vantage Point Historical Services, Inc.

**Zion Lutheran Church-School-Preschool**

4550 South Highway 16  
Rapid City, SD, 57701

**Site Contact:** Kathy Sopko  
Telephone: 605-342-3792  
E-mail: zion@rapidnet.com  
Or Priscilla Sayles

**Field Visit Date:** October 13, 2010

**Dates:** 1910-Present

**Extent:** Currently, the documented collection at Zion Lutheran consists of one secondary-researched historical narrative, bound in a booklet for the 100<sup>th</sup> anniversary celebration of Zion Lutheran in Rapid City; three pamphlets from different years documenting a dedicatory celebration at Zion Lutheran; two typed primary historical accounts by founding member Hugo Melchert; and a secondary history of facilities and buildings at Zion from 1910-1971. Further materials exist, and site contact Kathy Sopko stated she intends to spend this coming winter finding and organizing the collection at Zion. She predicts that it will be considerably larger than the survey as is, but will not be ready for examination until approximately February/March of 2011.

**Repository:** Zion Lutheran Church-School-Preschool main offices, Rapid City.

**Access:** Contact Kathy Sopko or Priscilla Sayles for permissions/inquiries.

**Narrative of Visit:** Priscilla Sayles, Director at Zion Lutheran, was very responsive to the Community Archives project. However, she deferred the project to community/church member Kathy Sopko, who organized and provided the present extent of Zion Lutheran's collection during the survey. According to Kathy, a significant effort to preserve and maintain the history of Zion Lutheran has been underway for some time, and has included conducting interviews/oral histories with church elders, as well as the collection and storage, and in the coming months, organizing and archiving of those materials. Kathy stated that the collection is much more extensive than what was available for survey, and was very enthusiastic about being contacted during the late winter/early spring for a second, more detailed survey.

**Scope and Content of Collection/Inventory:**

- 1) Bound Booklet, *Celebrating '100 Years-Zion Memories,*" – authored by group effort.

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- a. Twenty-one pages, includes narrative history of Zion Lutheran, as well as list of all pastors 1910-present, evolution from church to school, to church/school/preschool.
- b. Five black and white photos of old church, at 5<sup>th</sup> and Quincy.
- c. Six photos of new facility and groundbreaking ceremony on June 7, 1998.
- d. Includes description of services provided, as well as information on elder church members who provided oral histories of the church in interview format.
- e. Sixteen photos of pastors, 1913-present, organized sporadically.

### Typed Narratives

- 2) “Carl L. Melchert Family: Life’s History” by founding church member Hugo Melchert, younger brother of Carl Melchert
  - a. Original two pages, typed and signed by H. Melchert, does not include dates, but Kathy states most likely late 1960’s. Excellent condition.
- 3) “Emil’s Separate History”
  - a. Original Draft of history on Emil Melchert, two pages, typed and written by Hugo Melchert. No date, also probably late 1960’s. Excellent condition.
  - b. Includes carbon typewriter copy.
- 4) “Buildings and Facilities, Zion Lutheran Church, Rapid City, SD, 1910-1971”
  - a. Six page typed pamphlet, provides narrative chronology of Zion, 1910-1971, by Pastor Paul G. Welding, 1971.
- 5) “Dedication of the Educational Building and the Chancel of Zion Lutheran Church”
  - a. Photocopy of four-page pamphlet, program of building dedication for 5<sup>th</sup> street and Quincy location, January 29, 1956. By Pastor R.H. Marquardt.
- 6) “Dedicatory Services: Zion Lutheran Church,”
  - a. Dedication for second church built at 5<sup>th</sup> and Quincy Location – first church facility was sold and moved entirely, new structure dedicated April 29, 1951.
  - b. Eleven pages, includes brief narrative history, program of events for Sunday service.
  - c. Includes five black and white photos of 1910 facility, and three photos of 1951 facility.
  - d. “Message of the Pastor” section includes brief greeting from Pastor Frank E. Wilke, discussing events, progress, and blessing the new facility.
- 7) “Dedication Day Service: Zion Lutheran Church-School-Preschool”

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- a. Twenty pages, documenting dedication day events for new location on Mt. Rushmore Rd., on June 20, 1999.
- b. Includes “Message from the Pastor,” Pastor Duane M. Dooley.
- c. “Walk by Faith and Carry the Light: Zion Lutheran Church-School-Preschool, the History”
  - i. Four-page narrative history of the Zion school, including chronological list of former pastors and principals of Zion Lutheran School.
  - ii. Also includes narrative explanation of symbolism behind decorative banners and stained glass windows in new facility.
  - iii. Also includes list of donors who helped build the new facility.
- d. Program of events for Sunday service.

**Vantage Point Historical Services, Inc.**

**Feigel Foundation**

1015 12<sup>th</sup> Street  
Rapid City, SD, 57701

**Site Contact:** Jean Kesslof  
Telephone: (605) 341-5398  
E-mail: jeank@rap.midco.net

**Field Visit Date:** October 19, 2010

**Dates:** 1890-1920

**Extent:** An antique wooden tea box filled with approximately ten miscellaneous letters, sixteen check books, four notebooks, approximately one hundred receipts, two photographs, and sixteen files full of receipts and correspondence make up the "Clift Collection" currently held by Jean Kesslof of the Feigel Foundation.

**Repository:** Kesslof Residence, 1012 12<sup>th</sup> Street, Rapid City.

**Access:** Contact Jean Kesslof for permissions/inquiries.

**Narrative of Visit:** As a 501(c)3 nonprofit organization, The Feigel Foundation works on a variety of projects related to historical preservation in Rapid City. Jean Kesslof, a member of the Feigel Foundation and local historical enthusiast, was given the "Clift Collection." Arthur and Carrie Clift were siblings who lived in Rapid City throughout the late nineteenth and early twentieth centuries. Carrie was a registered nurse, possibly among the first in Rapid City, and Arthur was a local businessman. Their effects include a variety of historical documents and artifacts, including check books and personal financial notebooks from the period. Two photographs exist of Arthur, and none of Carrie are included. Many of the receipts in the collection provide addresses for individuals and businesses in early Rapid City, and the prices listed for goods on the receipts are interesting for their context on the early local economy.

Ms. Kesslof expressed interest in having the Feigel Foundation's materials permanently relocated for long term storage. She stated that she would be open to discussion about potentially donating the materials to the RCPL.

**Scope and Content of Collection/Inventory**

Wooden Tea Box

- 1) Two Photographs

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- a. Arthur Clift on West Boulevard overlooking downtown Rapid City, black and white, no date (early 1900s). On reverse: “1205 W. Blvd out in the country.”
  - b. Arthur Clift as a child, black and white, no date (late 1800s), on reverse: “Harver, photographer, Boone, Iowa.”
- 2) Arthur and Carrie Clift (siblings) Effects:
- a. Sixteen “First National Bank” Checkbooks belonging to Arthur and or Carrie Clift. Checkbooks include receipts, hand written in pencil and pen documenting Clift transactions.
    - i. 1900
    - ii. 1902
    - iii. 1903
    - iv. 1903
    - v. 1904
    - vi. 1905
    - vii. 1905
    - viii. 1905
    - ix. 1905
    - x. 1906
    - xi. 1906
    - xii. 1906-7
    - xiii. Blank
    - xiv. No date
    - xv. No date
  - b. Arthur Clift’s First National Bank notebook
    - i. Leather, approximately twenty pages, hand-written notes from 1898
  - c. Arthur Clift’s “Things to Remember” notebook
    - i. Leather, approximately fifty pages, hand-written, no dates.
  - d. Arthur Clift Personal Notebook, titled “School Spelling Tablet”
    - i. Approximately sixty pages, lists of names with “R,” “D,” “P,” or “Q” written next to them. Presumably political party lists?
  - e. Carrie Clift’s First National Bank notebook for “Treas. Cong. Missionary Society”
    - i. Approximately ten pages, hand written notes from 1905
  - f. Two stacks of approximately 100 check receipts from first national bank to various individuals and businesses around Rapid City. All dated in early 1900s.
  - g. Thirty-nine files containing receipts, letters, and other documents between Arthur Clift and various individuals and businesses in Rapid City. Many receipts include addresses of businesses and people.
    - i. Collins
    - ii. Swanders Farlow

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- iii. JB Henry
  - iv. GW Priest
  - v. JA Behrens
  - vi. Price and Baker
  - vii. SL Carson
  - viii. St. Joe Street Pharmacy
  - ix. Central Pharmacy
  - x. Tittle and Chapman
  - xi. JAC Siedenburg
  - xii. Dickover&Dickover
  - xiii. RC Transfer Co.
  - xiv. CJ McCoy
  - xv. US Post Office
  - xvi. JB Parry
  - xvii. John Chaines
  - xviii. FF Joy
  - xix. Board of Walker Commissioners
  - xx. RC Lumber
  - xxi. Chrystal Springs Ice
  - xxii. Pew&Hughes
  - xxiii. Henry Grocery
  - xxiv. AA Mallow
  - xxv. The Daily Journal
  - xxvi. Swander
  - xxvii. Swander
  - xxviii. Tom Sweeny
  - xxix. HW Jones & Co.
  - xxx. McNamara’s Books
  - xxxi. Frank E. McMahon
  - xxxii. Brotherhood of American Yeomen
  - xxxiii. CW Derr
  - xxxiv. RC Electric and Gas
  - xxxv. Lathrop & Reeves
  - xxxvi. Standard Scales
  - xxxvii. Fallon’s Pharmacy
  - xxxviii. LaMear & Avant
  - xxxix. Misc.
- h. Approximately ten miscellaneous, hand written letters.
    - i. Bills of sale, and miscellaneous topics, 1890s-1900s

Vantage Point Historical Services, Inc.

**West Boulevard Neighborhood Association**

1015 12th Street  
Rapid City, SD, 57701

**Site Contact:** Jean Kesslof  
Telephone: 605-341-5398  
E-mail: jeank@rap.midco.net

**Field Visit Date:** October 19, 2010

**Dates:** 1970's- Present

**Extent:** One cardboard box containing several file folders, two rolled maps, around fifty miscellaneous documents, and two manila envelopes documents the founding and subsequent projects of the West Boulevard Neighborhood Association in Rapid City.

**Repository:** Kesslof residence, 1015 12<sup>th</sup> Street, Rapid City.

**Access:** Contact Jean Kesslof for permissions/inquiries.

**Narrative of Visit:** Local historical preservationist Jean Kesslof contacted Field Historian Eric Zimmer regarding a box of the WBNA historical materials that she received from a former member. The materials held by Ms. Kesslof document the foundation of the WBNA, which was founded in the 1970s in Rapid City, and provide information on the early efforts to document and preserve the historic homes located along West Boulevard. Most of the materials relate to questionnaires and research done by the group to gain information about each home from the homeowners, for inclusion in the "WBNA Walking Tour Guide Books." Still, other material covers a range of topics, including news clippings and advertisement for annual West Boulevard Festival, photographs and correspondence between members, etc.

Ms. Kesslof was very receptive to having her collection documented, and showed great interest in finding a more permanent storage facility for the items. She would be willing to discuss donating the materials to the RCPL in order to organize and preserve them.

**Scope and Content of Collection/Inventory**

White Cardboard Box

- 1) Two rolled up paper maps of Pennington County, both black and white and authored by the South Dakota Department of Transportation Office of System Analysis
  - a. 1954
  - b. 1978



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- 2) File Folder, “West Blvd”
  - a. Approximately 25 documents from 1970’s, original correspondence and bylaws of the West Boulevard Neighborhood Association
    - i. First volume of original newsletter
    - ii. Founding document, petition form for formation of association
    - iii. Original Non-profit Application for WBNA
- 3) Manila Envelope, “West Boulevard,”
  - a. Includes miscellaneous effects belonging to Norm Nelson, founder of Neighborhood Association,
    - i. Early working copies of original WBNA walking tour guidebooks, early 1980s.
- 4) File Folder, “#4”
  - a. Notes/Homeowner questionnaire for “House# 4, ” 901 Fulton, for WBNA walking tour guidebook, 1995
- 5) File Folder, “#14”
  - a. Notes/Homeowner questionnaire for “House# 14, ” 1000 West Boulevard, for WBNA walking tour guidebook
- 6) File Folder, “#15”
  - a. Notes/Homeowner questionnaire for “House# 15, ” 830 Quincy, for WBNA walking tour guidebook
- 7) File Folder, “#16”
  - a. Notes/Homeowner questionnaire for “House# 16, ” 914 Quincy, for WBNA walking tour guidebook
- 8) File Folder, “#17”
  - a. Notes/Homeowner questionnaire for “House# 14, ” 926 Quincy, for WBNA walking tour guidebook
- 9) File Folder, “#22”
  - a. Notes/Homeowner questionnaire for “House# 22, ” Sweeny House, for WBNA walking tour guidebook
- 10) File Folder, “#24”
  - a. Notes/Homeowner questionnaire for “House# 24, ” no address, for WBNA walking tour guidebook
- 11) File Folder, “#25”
  - a. Notes/Homeowner questionnaire for “House# 25, ” no address, for WBNA walking tour guidebook
- 12) Pile of approximately 50 loose documents
  - a. Includes letters, news clippings, and other documents pertaining to the first years of the WBNA
  - b. One black and white photo of “Mineral Palace” unknown year, unknown location

**Vantage Point Historical Services, Inc.**

**Black Hills Chemical**

1011 E. Philadelphia Street  
Rapid City, SD, 57701

**Site Contact:** Lonnie Green  
Telephone: (605) 342-0788  
E-mail: lonnie@blackhillschemical.com

**Field Visit Date:** October 20, 2010

**Dates:** 1957-Present

**Extent:** Three file folders containing approximately 130 letters and other documents comprise the historical materials pertaining to the history of Black Hills Chemical in Rapid City. These documents include information regarding the post-flood period in Rapid City and the development of a water filtering plant in the late 1950s. Also in the collection are two pamphlets regarding the Rapid City Rotary Club, as well as one pamphlet, seven post cards, one photograph, and ten individual "pana-view" travel slides, which document the history of Storybook Island children's park in Rapid City. All materials relate to the 1950s-1970s.

**Repository:** Black Hills Chemical main office, Rapid City.

**Access:** Contact Lonnie Green for permissions/inquiries.

**Narrative of Visit:** Black Hills Chemical has been in constant operation since it was opened in 1948 by V.M. "Jake" Jacobsen of Rapid City. Though the business has changed owners several times over the years, it has continued to provide wholesale chemicals for janitorial services. The current proprietor, Lonnie Green, was very receptive to the Community Archives Project, and allowed full access to files from Black Hills Chemical's business history, as well as from the Rapid City Rotary Club and Storybook Island. V.M. Jacobsen was a member of the Rotary Club in the 1950s and 60s, and was among the group of Rotarians who founded Storybook Island in the 1950s.

**Scope and Content of Collection/Inventory**

- 1) Storybook Island Items
  - a. Seven post cards from Storybook Island kid's park in Rapid City, which was sponsored by the Rapid City Rotary Club. Black Hills Chemical's founder, V.M. Jacobsen, was involved in Rotary and in the founding of Storybook Island. All color, all show storybook island scenes from pre-1972 flood. No specific dates.

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- b. One photo of colorfully painted locomotive engine, part of display at Storybook Island, date on reverse is 1961.
  - c. Two packages of “Pana-view Travel Slides” for Storybook Island. Five photos in each, for use in transparent slideshow projectors.
  - d. One promotional pamphlet, including drawn map, photographs, advertisements, and a four-paragraph narrative history of Storybook Island, no specific date, appears 1971-72. Also includes list and terms of rotary club members active in Storybook Island development, 1958-1971.
- 2) Rotary Club Items
- a. Gold-colored pamphlet, “Rapid City Rotary Club, 1921-1971: Golden Anniversary”
    - i. Ten pages, includes lists of past rotary club officers, members, and black and white photos of select individuals between 1921 and 1971. Also photos of members at different events and activities.
  - b. Green pamphlet, “Rapid City Rotary Club: Membership Roster for 1965-1966”
    - i. Sixteen pages, includes black and white head shot, name, occupation, and contact information for all RC Rotary members, 1965-66.
- 3) File Folder, “V.M. Jacobsen Memorial”
- a. Approximately two inch thick folder containing documents relating to the forced removal of B.H. Chemical to a new site on West Boulevard after Rapid City declared its old location (near present-day Central High School) along Rapid Creek to be part of the flood plane. Contains approximately one hundred letters, maps, appraisal forms, other documents related to that effort. Dates vary, but are generally between 1972 and 1975.
- 4) File folder, “City of Rapid City Proposed New Filter Plant”
- a. Approximately fifteen documents and carbon copies of documents relating to Black Hills Chemical’s role in bidding on and consulting for construction of water filter plant. Includes blueprint map of water treatment plant. 1957-58.
  - b. Also, newspaper clipping, no date, describing BHC’s role for “filtration systems, ladders, inlets, test kits, skimmers and all the rest of the pool paraphernalia for the new swimming pool at the U.S. Embassy building in Niamey, Republic of Niger, Africa.” No date.
- 5) File Folder, “City of Rapid City Water Treatment Plant Chemicals”

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- a. Two bidding packets for chemicals to be used in city water treatment plant, one for “per wit sale of aluminum sulphate” and the other for “activated carbon” from 1962.
- b. Also includes city Department of Public Works “Certificate of Occupancy” for facility at 424 W. Boulevard. 1975.

**Vantage Point Historical Services, Inc.**

**Working Against Violence, Inc. (WAVI)**

527 Quincy Street  
Rapid City, SD, 57701

**Site Contact:** Mary Corbine, Executive Director  
Telephone: (605) 31-3292  
E-mail: Wavi@wavi.org

**Field Visit Date:** October 22, 2010

**Dates:** 1978-Present

**Extent:** Eleven scrap books containing legal documents, photos, letters, thank-you notes, board meeting minutes, newspaper clippings, event announcements, and other materials, as well as a few loose materials and a small digital collection document the history of WAVI in Rapid City. The collection is stored in an upstairs office and in a basement storeroom at WAVI, and would require about twenty cubic feet of storage space to contain.

**Repository:** WAVI main office, Rapid City.

**Access:** Contact Mary Corbine for permissions/inquiries.

**Narrative of Visit:** WAVI has been in constant operation since its founding in Rapid City in 1978. Executive Director Mary Corbine was very open to the CAP after receiving approval from the WAVI Board of Directors. Given the nature of the work WAVI does, some restrictions apply to access privileges of its historical collections. Most of what WAVI has on hand are public documents, however, researchers should be aware that maintaining the confidentiality of their clients remains a vital prerogative of their work. Thus, any potential researchers would be required to sign a confidentiality statement, by which, they agree not to repeat the name or likeness of any potential client who may be identified while on WAVI premises, or in any of the historical materials (photographs, reports, etc.) that may exist. Ms. Corbine was clear that she would be quite willing to work with researchers to make sure they don't violate any confidentiality of WAVI clients. The collection at WAVI is sizeable, organized, and well-maintained. While its material only dates to the late 1970s and beyond, much of their collection is geared toward domestic violence and sexual abuse, and would be especially valuable for researchers interested in those areas.

**Scope and Content of Collection/Inventory:**

Upstairs office

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- 1) File Folder “Articles of Incorporation”
  - a. Approximately fifty pages: includes copies of original legal documents, “Articles of Incorporation” from 1978, as well as formal documents necessary as WAVI changed titles numerous times since then.
    - i. 1978 “Women and Violence, Inc.”
    - ii. 1984 “Women Against Violence, Inc.”
    - iii. 1997 “Working Against Violence, Inc.”
  - b. Copies of request for duplicate forms from SD state offices.

### Downstairs, storage room

- 2) Loose file folder: “Executive Proclamation, State of South Dakota, Office of the Governor”
  - a. Executive proclamation by Governor William J. Janklow proclaiming October 23, 1982 as “Ruth Schutz Day,” Schutz was a long time WAVI staffer/organizer.
- 3) Red Scrap Book # 1 “WAVI History Book June 1978, 1979 Thru May 1980”
  - a. Seventy pages, plastic-sheathed in photo-album style scrap book. Includes legal documents, newspaper clippings, thank-you notes for donations, sponsorships, advertisements for events/fundraising efforts, financial records, and invoices. All documents pertain to 1978-1980.
- 4) Red Scrap Book # 2 “WAVI History March 5 1990, 1981, 1982, Thru Feb 9 1983”
  - a. One-hundred four pages: plastic-sheathed in photo-album style scrap book. Includes legal documents, newspaper clippings, thank-you notes for donations, sponsorships, advertisements for events/fundraising efforts, financial records, and invoices. All documents pertain to 1980-1983.
- 5) Red Scrap Book # 3 “WAVI History Feb 10, 1983, 1984, Thru Feb 27 1985”
  - a. Seventy pages, plastic-sheathed in photo-album style scrap book. Includes legal documents, newspaper clippings, thank-you notes for donations, sponsorships, advertisements for events/fundraising efforts, financial records, and invoices. Also, includes color photos of staff at WAVI facility and in events.. All documents pertain to 1983-1985.
- 6) Red Scrap Book # 4 “WAVI History Mar 01 1985 Thru Jul 31 1986”
  - a. Ninety-four pages, plastic-sheathed in photo-album style scrap book. Includes legal documents, newspaper clippings, copy of “Articles of Incorporation,” Thank-you notes for donations, sponsorships, advertisements for events/fundraising efforts, financial records, and invoices. Also, includes color

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photos of staff at WAVI facility and in events. All documents pertain to 1985-1986.

- 7) Red Scrap Book #5 “WAVI History Aug 1 1986, 1987 Into 1988”
  - a. Ninety-four pages, plastic-sheathed in photo-album style scrap book. Includes legal documents, newspaper clippings, thank-you notes for donations, sponsorships, advertisements for events/fundraising efforts, financial records, and invoices. Also, includes color photos of staff at WAVI facility and in events. All documents pertain to 1986-1988.
  
- 8) Black Photo Album, “Newspaper Articles”
  - a. Seventy-six pages, plastic sheathed photo-album style scrap book. Includes newspaper clippings, predominately from Rapid City Journal, regarding WAVI and cases they dealt with, 1980s.
  
- 9) Black Photo Album, “Newspaper Articles, 1983-1984”
  - a. Eighty-eight pages, plastic sheathed photo-album style scrap book. Includes newspaper clippings, predominately from Rapid City Journal, regarding WAVI and cases they dealt with, 1983-1984.
  
- 10) Blue Scrap Book, “Photos and Articles,”
  - a. Sixty-one pages, plastic sheathed photo-album style scrap book. Includes newspaper clippings, photos, and documents relating to WAVI, domestic assault and sexual abuse. Some loose documents, pamphlets and letters intermixed. Years predominately 1980s, some from 1990s and 2000s.
  
- 11) Blue Scrap Book, “Photos and Articles”
  - a. Thirteen pages, plastic sheathed photo-album style scrap book. Includes photos of WAVI staff and some clients in activities and facilities, 1980s.
  
- 12) Blue and Orange scrap book, no title
  - a. Thirteen pages, plastic sheathed photo-album style scrap book. Includes photos of and newspaper clippings of WAVI events, domestic abuse and sexual assault cases and issues. 2000s.
  
- 13) Dark Red Scrap Book, “General Photos”
  - a. Thirty-five pages, plastic-sheathed in photo-album style scrap book. Includes legal documents, newspaper clippings, thank-you notes for donations, sponsorships, advertisements for events/fundraising efforts, financial records, and invoices. Also, includes color photos of staff and clients, many children, at WAVI facility and in events. All documents pertain to 1980s to 2000s.

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- 14) “No Location” items. WAVI also has a digital public “pdrive” which has photos from fundraising and other events, 2004-2005 to present, including photos of facility. They also have a running computer file with WAVI-related news clippings saved in digital format from 2006-present. Also, board meeting documents and records from mid-1990s to present are stored in administrative office file drawers. Also, board meeting minutes and notes from the 1970s to present, but would need to do further research to find those files.