Inventory of the
# Table of Contents

Descriptive Summary................................................................................................................ 3
Historical Note........................................................................................................................... 3
Collection Overview................................................................................................................... 4
Restrictions................................................................................................................................ 5
Subject Headings...................................................................................................................... 5
Administrative Information........................................................................................................ 5
Detailed Description of the Collection....................................................................................... 7
  1. Legal Documents, 1906-1939............................................................................................ 7
  2. Founding Documents and Other Materials, 1913-1971................................................. 7
  3. Administrative Materials, 1918-2005............................................................................. 7
  5. Miscellaneous Administrative Materials, 1910-2004.................................................... 11
  5. Photographs, 1950-2005................................................................................................. 11
  6. Programs, 1972-2005....................................................................................................... 12
Descriptive Summary

Title: YWCA of Greater Charleston, Inc., Records,

Dates: 1906 - 2007

Creator: YWCA of Greater Charleston, Inc.

Abstract: The Young Women's Christian Association of Greater Charleston, which originated in 1907, has served communities in Charleston and the lowcountry area of South Carolina for over a century. Currently, the YWCA of Greater Charleston, Inc., strives to provide programs and services for all people and holds a mission to eliminate racism and to empower women.

The collection documents the founding and history of the Young Women's Christian Association (YWCA) in Charleston, South Carolina as well as the administrative and operational functions of Charleston's YWCA for over a century. Includes by-laws and constitutions; financial documents such as purchase agreements and insurance documents; meeting minutes, agendas, and board correspondence; social event materials such as invitations; and memorabilia such as photographs, scrapbooks, programs, and newspaper clippings. Materials prior to 1969 chiefly relate to the Central YWCA's Coming Street branch, which originally served the African American communities of Charleston and the lowcounty. Post-1969 materials document the operations of the newly formed, integrated YWCA of Greater Charleston, Inc., the charter of which followed the disaffiliation of the white George Street branch. Of note are the 1972 copies of legal proceedings documenting the lawsuit between the National YWCA and the YWCA of Charleston, South Carolina, for infringement of trademarks and breach of contract after this Charleston branch disaffiliated itself from the national organization in 1969.

Extent: 15 linear feet(6 archival boxes, 6 record cartons, 4 special format boxes)

Repository: Avery Research Center at the College of Charleston

Call Number: AMN 1078

Language of Material: Material in English

Historical Note

The Young Women's Christian Association of Greater Charleston, which originated in 1907, has served communities in Charleston and the lowcountry area of South Carolina for over a century. Currently, the YWCA of Greater Charleston, Inc., strives to provide programs and services for all people and holds a mission to eliminate racism and to empower women.
On July 4, 1907, ten women, who were part of the Women's Auxiliary to Young Men's Christian Association (YMCA), founded what would become the Coming Street branch of the YWCA in Charleston, South Carolina. In October 1910, the women secured a charter, and in 1911, the group purchased a house at 106 Coming Street for $2,450. This new YWCA, serving African Americans and referred to as the "colored" branch, received state and national charters and functioned as a separate entity for 13 years. In 1918, the organization received $3000 from the National War Council, after which the War Work Council used the Coming Street YWCA Branch facility as its temporary headquarters.

In 1920, the Coming Street branch became a part of Charleston's Central YWCA as well as a member of the National YWCA, which allowed for the branch to pay off their mortgage. Between 1920 and 1969, the Coming Street YWCA functioned as a branch of the Central YWCA.

Prior to the Civil Rights movement, the Charleston YWCA operated racially segregated branches. In the 1960s, the National YWCA passed resolutions against segregation and put pressure on local organizations to integrate facilities and services. Objecting to the National YWCA's support of various public policy issues during 1966 and 1967, the George Street YWCA, whose membership was exclusively white, voted to disaffiliate from the National YWCA.

On June 3, 1967, the Coming Street YWCA held an organizational meeting to initiate plans for a new Community YWCA and the YWCA of Greater Charleston was born. The National Board of the YWCA voted to disaffiliate the Charleston YWCA chapter on March 15, 1969 in favor of the newly created YWCA of Greater Charleston. Receiving a state charter in March 1969 and a national charter in February 1970, the YWCA of Greater Charleston, Inc., became the only nationally sanctioned YWCA in the Trident region.

As of 2009, the YWCA of Greater Charleston, Inc., maintained its headquarters at 106 Coming Street.

Collection Overview

The collection documents the founding and history of the Young Women's Christian Association (YWCA) in Charleston, South Carolina as well as the administrative and operational functions of Charleston's YWCA for over a century. Includes by-laws and constitutions; financial documents such as purchase agreements and insurance documents; meeting minutes, agendas, and board correspondence; social event materials such as invitations; and memorabilia such as photographs, scrapbooks, programs, and newspaper clippings. Materials prior to 1969 chiefly relate to the Central YWCA's Coming Street branch, which served the African American communities in Charleston and the lowcounty. Post-1969 materials document the operations of the newly formed, integrated YWCA of Greater Charleston, Inc., the charter of which followed the disaffiliation of the white George Street branch. Of note are the 1972 copies of legal proceedings documenting the lawsuit between the National YWCA and the YWCA of Charleston, South Carolina, for infringement of trademarks and breach of contract after the Charleston branch disaffiliated itself from the national organization in 1969.

Collection Arrangement

1. Legal Documents, 1906-1939
2. Founding Documents and Other Materials, 1913-1971
3. Administrative Material, 1918-2005
4. Miscellaneous Administrative Materials, 1910-2004
5. Photographs, 1950-2005
6. Programs, 1972-2005


Restrictions

Access Restrictions

No restrictions.

Copyright Notice

The nature of the Avery Research Center's archival holdings means that copyright or other information about restrictions may be difficult or even impossible to determine despite reasonable efforts. The Avery Research Center claims only physical ownership of most archival materials.

The materials from our collections are made available for use in research, teaching, and private study, pursuant to U.S. Copyright law. The user must assume full responsibility for any use of the materials, including but not limited to, infringement of copyright and publication rights of reproduced materials. Any materials used for academic research or otherwise should be fully credited with the source.

Subject Headings

African Americans -- Societies, etc. -- History.

African American women -- South Carolina -- Societies and clubs -- History.

Charleston (S.C.) -- Race relations.

Jackson, Christine Osburn.

King, Coretta Scott, 1927-2006 -- Photographs.

Martin Luther King, Jr., Day.

Minority women -- United States -- History -- 20th century

Minority women -- United States -- Societies, etc.

Race relations -- History -- 20th century.

Young Women's Christian Association of the U.S.A.

YWCA of Greater Charleston, Inc.

Administrative Information

Preferred Citation

[Identification of item], Young Women's Christian Association, Avery Research Center, College of Charleston, Charleston, SC, USA.

Acquisitions Information

Received from the YWCA of Greater Charleston, Inc., in April 2007.
Processing Information

Processed by Melissa Bronheim, August 2009

Encoded by Melissa Bronheim, October 2009

Edited by Amanda Ross, October 2009

Funding from the Council on Library and Information Resources supported the collection processing and encoding of this finding aid.
Detailed Description of the Collection

1. Legal Documents, 1906-1939

Box 1 Folder 1  Land Purchase Agreements and Mortgage Agreements, 1906-1939

Includes 1906 agreement made to H. Willard Silox for #6 Vanderhorst and Coming Street. Also includes correspondence from law office of Simons, 1911; Siegling and Cappelmann regarding satisfaction of mortgage; correspondence from H. W. Silox concerning bond payment, 1912; and statement pertaining to transfer of property, 1919. Also contains signed sales agreement for #106 Coming Street to the U.S. Post Office, 1939.

Box 1 Folder 2  Insurance Policies, 1913-1935

Includes documents for a two story building located at 106 Coming Street. Also includes correspondence from Gordon and Dunkin, brokers in real estate, 1913; stocks and bonds to YWCA regarding insurance premiums; and a letter from YWCA president to the city assessor requesting a property tax exemption.

2. Founding Documents and Other Materials, 1913-1971

Box 1 Folder 3  Founding Documents, 1913-1920

Includes request from the Coming Street YWCA Branch to officially be accepted by the parent organization with a reply of endorsement from the Charleston, South Carolina Branch YWCA. Also includes a newspaper clipping pertaining to the founding and history of the YWCA.

Box 1 Folder 4  Meeting Minutes, Constitutions, and By-Laws, 1910-1971

Minutes include the motion for adoption of Constitution and By-Laws, 1910-1911 and 1919, as well as versions of the Constitution and By-Laws, 1944-1971.

3. Administrative Materials, 1918-2005

This series is mostly comprised of administrative records concerning business and operations of the YWCA on Coming Street. The materials have been divided by decade, with the majority of documents consisting of minutes, programs, agendas, monthly, semi-annual and annual reports from various committees, summary reports, Who’s Who ballots, bulletins, questionnaires, correspondence, newsletters, committee lists and committee reports, regional and national conference material, nominating committees and election information, membership campaign information, form letters, notices for the Messenger, requests for room and board, financial statements, expenses, fundraising material, statistical reports, and policies and procedure information.

Box 1 Folder 5  Budget, Finance, and Expenses, 1918-1940

Includes hand written list of expenditures, 1918; correspondence to the finance board, 1919; letters regarding purchases, payments, and indebtedness; letter from the National Board regarding charge of room and board, 1922; expense reports; fundraising letter to community, 1940; and account deposit book, 1938. Also includes 1967 financial statements.

Box 1 Folder 6-22  Management Committee Materials, 1919-1952
Includes monthly reports, minutes, agendas, officer and committee member lists, correspondence including letter of resignation, and letters between committee chair people (1941), and purpose statement.

Box 2 Folder 22-33  Administrative Papers, 1919-1929

Includes activity lists, a petition to the Field Agent of Interdepartmental Social Hygiene to secure a worker for the YWCA girls, a campaign for the Coming Street Branch with proposed expenses, income and goals, address to officers, document stating the purpose of the YWCA, thank you letter to the YWCA from the Louise Fordham Holmes Literary and Art Society, and letter to the board of directors regarding request for physical culture classes. Also includes correspondence regarding the dissolution of the charter of the Coming Street Branch, inquiries about a prisoner as well as information regarding death of 13-year-old girl (1922), letter from Florence A. Clyde of the Avery Institute regarding Jabetha Buckeha including tuition card (1926-1927), and letter to Mayor Thomas P. Stoney regarding vandalism and police matters.

Box 2 Folder 34  Administrative Papers, circa 1920s

Includes lists of officers from when the charter was issued.

Box 3 Folder 35-44  Administrative Papers, 1930-1939

Includes statistical forms and educational reports sent to the national board, letter from the National Association of Employed Officers (NAEO) addressed to every general secretary regarding NAEO requirements, correspondence from the Department of Health regarding vaccinations (1930), classes for girls, and letter from Frances Bulow regarding day nursery. Also includes NAEO program for biennium with suggestions for staff study and discussion, a National Negro Health Week Report, membership drive list, YWCA News, tributes to Mrs. Felicia Goodwin, house committee inventory of household items, expense list for training school as well as program and attendance list. Summary of work completed at the cooking school includes itemized statement, report of the domestic science training school, and list of persons given blood test.

Box 3 Folder 45  Administrative Papers, circa 1930s

Undated material includes attendance list for training school, goals for the Coming Street branch, Girls Work report, list of voters for the change of charter and the transfer of the property, recommendations for repairs, and a series statement regarding the role and responsibilities of the YWCA board.

Box 4 Folder 46-56  Administrative Papers, 1940-1949

Includes estimates for heating installation and construction work at 106 Coming Street, including a notice to Septima Clark from L.M. Jansson regarding payment schedule for work to be completed; several press releases regarding name change of "Girl Reserve" to "Y-Teen"; and Work Progress Administration (WPA) recreation program to benefit African American communities in the south. National Board correspondence includes report requirements, dues and finances. Also contains issues of "The Lily Pad" and notice regarding employment and educational opportunities for teens.

Box 4 Folder 57-67  Administrative Papers, 1950-1957
Includes summary of national staff meeting; memos regarding training, business and professional Programs, and teen-age programs; and Southeast Induction Institute including registration worksheet. Also includes workers' creed; statement regarding "The Focus" of the YWCA; radio script "The Challenge"; dedication page from annual meeting to YWCA pioneers; and brochure for the YWCA School for Professional Workers.

Box 5 Folder 69-77  Administrative Papers, 1962-1969

Includes weekly chart of events and work plans, resolutions, pamphlet regarding purpose and position of the YWCA, lists of clubs, classes and activities, list of building fund pledges, supervisor's review, and memo regarding program for Y-Teens and the prevention of teenage mothers. Correspondence includes National YWCA week and the City of Charleston proclamation declaring National YWCA week as well as the national board's proposal for addition to by-laws which allows for disaffiliation of a branch that prevents full integration or expresses intent to remain racially segregated. Also includes correspondence regarding the national branch YWCA plans to legally sever the Charleston YWCA branch if certain criteria are not accomplished which includes February 16, 1920 typed copy of minutes regarding becoming a branch of central.

Box 5 Folder 68  Administrative Papers, circa 1960s

Undated material includes constitutional responsibilities that mention the lack of diversity within the branch, and a community relations report that focuses on changing the image of being a predominately black organization and alerting the community to this change. Also includes correspondence regarding, Y-Teens, contributions, information regarding the Neighborhood Youth Corps, and a program established by the Economic Opportunity Act, which also includes section regarding Civil Rights under Federal Law.

Box 6 Folder 78-85A  Administrative Papers, 1970-1979

Includes pamphlets for general YWCA information and other program information, as well as statements pertaining to programs' strengths and weaknesses. Contains resolutions presented to convention regarding concerns such as designating a Martin Luther King, Jr. (MLK) national holiday, racial injustice for American Indians and Mexican-Americans, drug abuse, poverty, environment and other issues. Also includes proposed new statement of purpose, copy of governmental structure of Charleston County, pamphlet and notes regarding Dr. Mary McLeod Bethune, and notes concerning the Avery Institute. Also includes 1972 court documents for the National Board of the YWCA versus YWCA Association of Charleston, South Carolina regarding trademark infringement as a result of breach of contract and non compliance of constitution which is "fully integrated in policy and practice." Correspondence includes information regarding the Geneva P. Singleton Memorial Fund, LEAA grant, Martin Luther King Center in New York, and information supplied to Bernard Fielding from Judith Wragg Chase regarding her biography materials, sent to Christine Jackson, Executive Director of YWCA of Greater Charleston.

Box 6 Folder 86  Administrative Papers, circa 1970s

Includes list of board of directors as well as Avery Institute class of 1942 address list with contributions made to the YWCA in honor of Geneva Pinckney Singleton.

Box 6 Folder 87  Administrative Papers, 1981-1989

Includes minutes, MLK Day contest forms, and press release relating to course schedules.

Box 7 Folder 92-93  MLK Celebration Material, 1997-2004
Includes scholarship award application and information, announcement flyers, events listing, sponsor/donation forms and receipts, member list, Star Search audition flyer, form letters, MLK celebration announcements, and committee minutes. Also includes materials related to the 2003 MLK Business and Professional Breakfast, including invitations, response cards, programs, and corrected date mailers.

Box 7 Folder 94-97  Events and Awards, 1998-2003

Includes documentation for the 2003 TWIN awards; the Women's Summit packet; the Carter G. Woodson Luncheon at Avery Research Center; and the 2003 Sneaky Peek-Men's Fashion Gala, which includes tickets, flyers, donation forms, programs, correspondence, agendas, financial report, advertisement form for souvenir journal, and list of participants including profiles. Also contains information regarding various awards and events dated 1998-2003, such as the Golf Classic Sponsor, annual membership meetings, and the annual giving campaign.

Box 7 Folder 98-99  Children’s Activities, 2000-2003

Includes ABC Child Care information containing pick up list, registration form, purchase inventory, and Summer camp attendance records, attendance forms, activity schedule, and activity report forms.

Box 7 Folder 100-103  Board of Directors and Staff, 1968-2005

Includes contact information for Board of Directors and staff including list of Who's Who for nominating committees and elections, acceptance forms, ballots, and board member responsibilities. Also includes Board of Directors organizational chart and calendar of work, employee performance review documents, membership campaign information and forms. Board of Directors' annual work plans, dated 1999-2002, include agendas, correspondence staff profiles, program analysis, and challenge grant information. Nominating committee materials include minutes, agendas, biographical forms and self assessment forms, time tables, letters of resignation, attendance records, expectations and duties, and candidate information, 1982 and 1994-2000.

Box 7 Folder 104-106  Campaign Information, 2001-2003

Includes 2003 Combined Federal Campaign documents, including application and 1971 copy of IRS tax exemption notification; Trident United Way funding applications, 2002-2003; and membership campaign information.

Box 7 Folder 107-108  Community Projects, 1999-2000

Includes Students for Peace in Communities Everywhere (SPICE) information packets and event information as well as "Play Time Instead of Crime Time" project containing quotes and proposals for play areas, 2000; contract between the City of Charleston and the YWCA, 1999; and quarterly reports regarding project.

Box 7 Folder 109-113  Administrative Information, 1999-2003
Includes policy and procedures documents containing year-end report forms, procedure for processing payment requests, record keeping requirements, quarterly report submission schedule and completed reports. Also contains YWCA fact sheet, blank forms, employee time sheet, memos to staff and lists of programs and activities. Budget and financial information includes deposit account application, recapulations, copies of accounts receivable control, proposed budgets, cash receipt book, and photo copies of checks made payable to the YWCA, contracts, invoices, check request and receipts, 2002-2003.

5. Miscellaneous Administrative Materials, 1910-2004

Box 6 Folder 88  Miscellaneous Material, 1910-1939
Includes newsletter from Commissioners of Public Works, 1917: "Summary of the Colored Girl and Young Woman in Charleston," 1918; correspondence notifying the Coming Street YWCA of the black YWCA branch in New York city, 1910; pamphlets; and programs.

Box 6 Folder 89  Miscellaneous Material, 1940-2004
Includes 1988 matted photo with description of presentation to First Federal of Charleston by YWCA of Greater Charleston [see oversized]; 1940 National Negro Health Week informational packet issued by the US Public Health Service; poem entitled "If I Were White" by Mary L. Portis, 1960s; guest book with signatures, 1989; admission tickets, 1954 and 1960; and memorial service program for Maeola Brockington (1931-1989).

Box 6 Folder 90  Miscellaneous Material, undated
Includes press release, death notice for Rev. E. B. Burroughs, events memorabilia, copies of mission statement, and notice for Dexter Scott King.

Box 6 Folder 91  Award, 1999
In appreciation for Jessica P. Brown by the Board of Directors and staff, 1909-1998.

5. Photographs, 1950-2005

Box 8 Folder 117-139  1950-1989
Includes photographs depicting various YWCA events and meeting such as awards and banquets. Includes Tribute to Women in Industry (TWIN) (1984, 1985, 1989), which contains images of Coretta Scott King as guest in 1985; MLK celebrations; fashion show; children's activities including after care and summer camp; Y-teen events and trips; and miscellaneous photos. Also include negatives, 1970s-2000s.

Box 9 Folder 140-167  1990s

Box 10 Folder 168-195  1990s-2000s
Includes images illustrating Y-teen activities such as Y-teen pageant, 1994; teen career forum, 1996; and "teens end violence," 1998. Also includes staff and administration images as well as multiple photos of Ruby Dee. Photos also include TWIN awards, 2000 and 2003; fashion shows, 2002-2003; miscellaneous children's activities including summer camp; the 1st annual Women of Influence Recognition Luncheon, 2004; and the 25th Anniversary Gala, 2005.

6. Programs, 1972-2005

Box 12 Folder 215-218
Martin Luther King, Jr. Celebration Programs, 1972-2007

Box 12 Folder 219
MLK Programs, Brochures, and Newspaper Articles

Incorporates program of events for Martin Luther King, Jr., Week (1982, 1984, 1996) and 1968 Ebony Picture Biography.

Box 12 Folder 220-222

Box 12 Folder 223
Other Programs, 1970-1977


Box 12 Folder 224-226
Other Programs, 1982-2003 and undated

Box 12 Folder 227
Newsletters, 1984-1997


Box 13 Folder 229-244
Scrapbook, 1953-1957

Includes memorabilia including photographs, newspaper clippings, brochures, pamphlets, invitations, programs, the Y's Gazette newsletter, meeting announcements, agendas, membership campaign information, ballots, history and other ephemera.

Box 13 Folder 245

Includes newspaper clippings, programs, photographs, invitations and other flyers.

Box 13 Folder 246
Scrapbook, 1962-1964

Includes photographs and newspaper clippings documenting events, building dedication, campaigns, and other activities.

Box 13 Folder 247
Scrapbook, 1970
Includes memorabilia about "Our First Convention" as the YWCA of Greater Charleston: Houston, Texas, April 13-18, 1970. Contains prayers, resolution regarding race equality including American Indians and Mexican Americans as well as designation of MLK birthday as a national holiday, and articles regarding women's rights and liberation.

Box 13 Folder 228  Scrapbook, 1988

Includes MLK voter registration drive as well as photocopies of newspaper articles, program, and copies of photos.


Box 14 Folder Articles, 1951-2007
248-255

Includes information regarding various YWCA events and news such as membership drives; MLK holidays and celebrations; meetings; dedications; campaigns; funding; speakers including a 2004 article regarding Coretta Scott King as guest speaker, courses and registration information; materials related to the building purchase, 1960s; Y-Teens; and other miscellaneous news and events. Newspapers included are *The Chronicle, The Post and Courier, The Charleston Evening Post, The Charleston Inquirer*, and *The Charleston Chronicle*.


Box 15  Cassette Tapes, 1975-1987

Includes sound recordings of board meetings, lectures, speeches, and other events.

Box 16  VHS Tapes, 1990-1994

Includes video recordings of MLK celebration events and presentations.