
Guide to the YWCA of Silicon Valley Records

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Collection number: MSS-2006-01-01



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Processed by:

Michelle Morton

Date Completed:

July 2007

Encoded by:

Erin M. Louthen

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Descriptive Summary

Title: The YWCA of Silicon Valley Records

Dates: 1905-2005

Collection number: MSS-2006-01-01

Creator: Silicon Valley YWCA

Collection Size: 14 Cartons, 1 Box, 12-14 Folio, 1 Oversize Folio, 18 linear feet

Repository: San Jose State University. Library.

San Jose, California 95192-0028

Abstract: The Young Women's Christian Association of Silicon Valley (YWCA) was established in 1905 to provide fellowship, mutual aid, and spiritual and professional guidance to young working women. The YWCA pioneered services to poor and working women in the valley, valley and continues to offer an array of educational resources and programs designed to improve the community. The records included in this collection, range from 1905 to 2005 and include budgets, clippings, correspondence, financial statements, minutes, memoranda, photographs, printed material, registries, reports, scrapbooks, slides, and videos.

Physical location: For current information on the location of these materials, please consult the Library's online catalog

Languages: Languages represented in the collection: English

Access

The collection is open for research.

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Preferred Citation

The YWCA of Silicon Valley Records, MSS-2006-01-01, San Jose State University Library, Special Collections and Archives.

Acquisition Information

Donated to the San Jose State University Library by the YWCA of Silicon Valley in 2006.

Processing History

Collection processed and finding aid written in July 2007, by Michelle Morton. Ead Encoded in 2007, by Erin M. Louthen.

Biographical History

The Young Women's Christian Association (YWCA) originally formed in England in 1855. In the United States the YWCA combined evangelism and pragmatic activism to provide for the physical, social, mental, and spiritual needs of young women living on their own. The organization strove to provide "wholesome" activities for women and girls living in cities and to develop civic-minded female leadership. In addition to Christian guidance, local YWCA branches offered residences, cafeterias, job training, daycare, exercise, crafts, camping, dances, and other services. By 1906 the U.S. YWCA had over 186,000 members. In 1907 it incorporated and established its headquarters in New York City. Today YWCA branches function fairly autonomously and respond to local needs and conditions. Currently, there are, nearly 300 U.S. branches serving some 2 million women, and there are chapters in more than 122 countries.

The YWCA of Silicon Valley was organized in 1905 and incorporated in 1914. The organization struggled initially, disbanding in 1909 because of debt, but by 1914 local women were in the midst of a \$75,000 fund drive to match a \$25,000 donation by Maria Schofield for a YWCA building in San Jose. Julia Morgan, architect for a number of YWCA buildings on the west coast, was hired to design the building and in 1915 the cornerstone was laid on Second and San Antonio Streets in San Jose. An annex was added in 1926, and the expanded building included residences, a cafeteria, a gym and pool, and club rooms. The Morgan building was demolished in 1973 to make way for the San Antonio Plaza urban renewal project. The current YWCA facility, Villa Nueva, opened in 1993 after a \$3,000,000 capital campaign matched by state, local, and federal funds. The Villa Nueva facility includes low-income housing, childcare facilities, and administrative offices. The agency was renamed the YWCA of Silicon Valley in 2004.

The YWCA pioneered services to poor and working women in the valley. The national YWCA worked to improve the conditions of girls working in factories, passing resolutions at their 1920 convention calling for an 8-hour day and the right to organize and collective bargaining. The YWCA started the Girl Reserves in 1918, a club devoted to patriotic work and charity, as well as picnics, hiking, and camping at Ayun Mapu in Big Basin and Asilomar in Pacific Grove. The Business Girls League, founded in 1930, offered vocational counseling, classes, and clubs for working women. Between 1942-1946 YWCA, the Red Cross, and the United Service Organization recruited Victory Girls to attend dances with soldiers. When Japanese Americans were interned during World War II, the YWCA accompanied single women and set up branches in the internment camps. By the 1950s the Girl Reserves had become the Y-Teens, with groups at local high schools and conferences at Asilomar and other locales. This shift reflected local youths' interest in more social and co-educational activities. The Hi-Spot (1944-1959, re-opened briefly in 1961) was a popular teen center governed by a council of high school students with an adult advisory board. The Hi-Spot offered a snack bar, classes and discussions, sports, games, dances, and a Sunday column in the San Jose Mercury entitled "Hi-Spot News." By the 1950s the majority of its members were Latino youth.

The YWCA also served the needs of older women in this period through programs such as "Ladies Day Out" and clubs such as the Y-Wives. While local programs had served the racially diverse population as early as the 1930s, in the 1960s the YWCA began to address the issue of racial justice more aggressively. Responding to pressure from local branches, the national YWCA passed an "Interracial Charter" in 1946. The charter mandated the active integration of women of color into programs, facilities, and governing bodies. In 1965 the national YWCA created the Office of Racial Justice, and in 1969 the first of eight Racial Justice Institutes was held in Palo Alto. In 1970, the national YWCA adopted the One Imperative: "To thrust our collective power toward the elimination of racism, wherever it exists, by any means necessary." Locally, the YWCA established a Racial Justice Committee, which published a Directory of Black Businesses, it held race dialogues, and it developed youth programs and multicultural curriculum. In 1973 Inez Jackson became the first African American to be elected Board President of the YWCA.

The YWCA offered a number of innovative programs in this era, including the Young Mother's Education Program (1967), which partnered with the San Jose Unified School District to keep young mothers in school; the 24-hour Rape Crisis Hotline

(1973); and the Hispanic Outreach Program (1978), which offered childcare, youth programs, clubs, and citizenship and English as a Second Language courses. Rape Crisis services expanded in the 1970s, developing a speaker's bureau and collaborating with police, the district attorney, and the county hospital to assist victims of sexual assault. In the 1980s and 1990s YWCA programming expanded to include Child Assault Prevention, Parent Education, Career Development, and two major outreach and fundraising events, a Tribute to Women in Industry (1985) and the Professional Women's Luncheon (1991). More recent organizational activities and programs include the election of the first men to the Board of Directors (2004, Walk a Mile in Her Shoes (2003); an event at which male community leaders walk a mile in women's shoes to raise awareness about sexual assault. The Social and Racial Justice Program (2006), an anti-bias education program, New Options, a multilingual after school program, and TechGYRLS 2007) and an after-school program that teaches girls technological and engineering skills. Fran Smith was commissioned to write the history of the YWCA of Silicon Valley. Her book, *Breaking Ground: The Daring Women of the YWCA in the Santa Clara Valley 1905-2005*, was published in 2005.

Scope and Content of Collection

The YWCA began programs to serve women in the United States in 1858. The YWCA slogan "Eliminating racism, Empowering women" reflects their history as a racially integrated agency that pioneered programs to serve poor and working women. The Records of the YWCA contain documents relating to the administration and evolution of the agency; materials about local clubs, programs, and events; and clippings, photos, scrapbooks and slides of YWCA clubs and programs dating from the early years of the organization. Formats include budgets, clippings, correspondence, financial statements, minutes, memoranda, photographs, printed material, registries, reports, scrapbooks, slides, and videos.

Arrangement

This collection is arranged into 3 series. I. Administrative Files, 1905-2005. II. Programs and Events, 1910-2002. III. Printed and Visual Materials, 1910s-2000s.

Subject Headings

The following terms have been used to index the description of this collection in the library's online public access catalog.

Young Women's Christian Association (Association: San Jose, Calif.) - History

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

Women - California - Santa Clara County - History

Santa Clara County (Calif.) - History

Box/Folder
1/68-6/209

SERIES I. I. Administrative Files. 1905-2005

Physical Description: 6 boxes

Scope and Content Note

This series is arranged alphabetically, and within that arrangement, chronologically. It includes materials related to the history and administration of the YWCA of Silicon Valley, including board of director minutes dating back to 1915 (note that minutes are missing for 1983, 1984, and 1994), financial records, personnel records, press coverage, and history files created by the organization. These records document the founding, development, and growth of the organization, including membership, staff and operations, building campaigns, local programming, and discussion and debate about the YWCA's mission. The history files, dating from 1909 to 2002, are particularly rich, containing annual reports, campaign materials, letters, pamphlets, programs, and other miscellaneous materials. The YWCA buildings played a key role in the organization's history, and this series also documents the building campaigns, including those for historic Schofield Hall, designed by acclaimed architect, Julia Morgan, and later Villa Nueva. The buildings provided local women an autonomous space of their own and a stable home-base for the organization.

Box/Folder 1/1
Box/Folder 1/2 -
3/131

Association Review 1970-1973

Boards

Physical Description: 130 folders

Box/Folder 1/2-1/9

Advisory Board 1988/2001

Physical Description: 8 folders

Box/Folder 1/2

1 of 8 1988-2001

Box/Folder 1/3	2 of 8 1988-1995
Box/Folder 1/4	3 of 8 1996
Box/Folder 1/5	4 of 8 1997
Box/Folder 1/6	5 of 8 1998
Box/Folder 1/7	6 of 8 1999
Box/Folder 1/8	7 of 8 2000
Box/Folder 1/9	8 of 8 2001
Box/Folder 1/10-1/13	Board of Directors: Manual 1992-1999 Physical Description: 4 folders
Box/Folder 1/10	1 of 4 1992-1999
Box/Folder 1/11	2 of 4 1992-1999
Box/Folder 1/12	3 of 4 1992-1999
Box/Folder 1/13	4 of 4 1992-1999
Box/Folder 1/14-3/122	Board of Directors: Meetings 1915-1999 Physical Description: 109 folders
Box/Folder 1/14	1 of 109 1915
Box/Folder 1/15	2 of 109 1916
Box/Folder 1/16	3 of 109 1917
Box/Folder 1/17	4 of 109 1918
Box/Folder 1/18	5 of 109 1919
Box/Folder 1/19	6 of 109 1920
Box/Folder 1/20	7 of 109 1921
Box/Folder 1/21	8 of 109 1922
Box/Folder 1/22	9 of 109 1923
Box/Folder 1/23	10 of 109 1924
Box/Folder 1/24	11 of 109 1925
Box/Folder 1/25	12 of 109 1926
Box/Folder 1/26	13 of 109 1927
Box/Folder 1/27	14 of 109 1928
Box/Folder 1/28	15 of 109 1929
Box/Folder 1/29	16 of 109 1930
Box/Folder 1/30	17 of 109 1931
Box/Folder 1/31	18 of 109 1932
Box/Folder 1/32	19 of 109 1933
Box/Folder 1/33	20 of 109 1934
Box/Folder 1/34	21 of 109 1935
Box/Folder 1/35	22 of 109 1936
Box/Folder 1/36	23 of 109 1937
Box/Folder 1/37	24 of 109 1938
Box/Folder 1/38	25 of 109 1939
Box/Folder 1/39	26 of 109 1940
Box/Folder 1/40	27 of 109 1941
Box/Folder 1/41	28 of 109 1942
Box/Folder 1/42	29 of 109 1943
Box/Folder 1/43	30 of 109 1944
Box/Folder 1/44	31 of 109 1945
Box/Folder 1/45	32 of 109 1946
Box/Folder 1/46	33 of 109 1947
Box/Folder 1/47	34 of 109 1948
Box/Folder 1/48	35 of 109 1949
Box/Folder 1/49	36 of 109 1950
Box/Folder 1/50	37 of 109 1951
Box/Folder 1/51	38 of 109 1952
Box/Folder 1/52	39 of 109 1953
Box/Folder 1/53	40 of 109 1954
Box/Folder 1/54	41 of 109 1955

Box/Folder 1/55	42 of 109 1956
Box/Folder 1/56	43 of 109 1957
Box/Folder 1/57	44 of 109 1958
Box/Folder 1/58	45 of 109 1959
Box/Folder 1/59	46 of 109 1960
Box/Folder 1/60	47 of 109 1961
Box/Folder 1/61	48 of 109 1962
Box/Folder 1/62	49 of 109 1963
Box/Folder 1/63	50 of 109 1964
Box/Folder 1/64	51 of 109 1965
Box/Folder 1/65	52 of 109 1966
Box/Folder 1/66	53 of 109 1967
Box/Folder 1/67	54 of 109 1968
Box/Folder 1/68	55 of 109 1969
Box/Folder 2/69	56 of 109 1970
Box/Folder 2/70	57 of 109 1971
Box/Folder 2/71	58 of 109 1972
Box/Folder 2/72	59 of 109 1973
Box/Folder 2/73	60 of 109 1974
Box/Folder 2/74	61 of 109 1975
Box/Folder 2/75	62 of 109 1976
Box/Folder 2/76	63 of 109 1977
Box/Folder 2/77	64 of 109 1978
Box/Folder 2/78	65 of 110 1979
Box/Folder 2/79	66 of 109 1980
Box/Folder 2/80	67 of 109 1981
Box/Folder 2/81	68 of 109 1982
Box/Folder 2/82	69 of 109 1985
Box/Folder 2/83	70 of 109 1986
Box/Folder 2/84	71 of 109 1987
Box/Folder 2/85	72 of 109 1988
Box/Folder 2/86	73 of 109 1989
Box/Folder 2/87	74 of 109 1990
Box/Folder 2/88	75 of 109 1990
Box/Folder 2/89	76 of 109 1990
Box/Folder 2/90	77 of 109 1990
Box/Folder 2/91	78 of 109 1990
Box/Folder 2/92	79 of 109 1991
Box/Folder 2/93	80 of 109 1991
Box/Folder 2/94	81 of 109 1991
Box/Folder 2/95	82 of 109 1991
Box/Folder 2/96	83 of 109 1991
Box/Folder 2/97	84 of 109 1992
Box/Folder 2/98	85 of 109 1992
Box/Folder 2/99	86 of 109 1993
Box/Folder 2/100	87 of 109 1995
Box/Folder 2/101	88 of 109 1995
Box/Folder 2/102	89 of 109 1995
Box/Folder 2/103	90 of 109 1995
Box/Folder 2/104	91 of 109 1996
Box/Folder 2/105	92 of 109 1996
Box/Folder 2/106	93 of 109 1996
Box/Folder 2/107	94 of 109 1996
Box/Folder 2/108	95 of 109 1996-1997
Box/Folder 2/109	96 of 109 1997
Box/Folder 2/110	97 of 109 1997
Box/Folder 2/111	98 of 109 1997
Box/Folder 2/112	99 of 109 1997

Box/Folder 3/113	100 of 109 1997-1998
Box/Folder 3/114	101 of 109 1998
Box/Folder 3/115	102 of 109 1998
Box/Folder 3/116	103 of 109 1998
Box/Folder 3/117	104 of 109 1998
Box/Folder 3/118	105 of 109 1999
Box/Folder 3/119	106 of 109 1999
Box/Folder 3/120	107 of 109 1999
Box/Folder 3/121	108 of 109 1999
Box/Folder 3/122	109 of 109 1999
Box/Folder 3/123-3/128	Executive Board: Meetings 1996-2000 Physical Description: 6 folders
Box/Folder 3/123	1 of 6 1996
Box/Folder 3/124	2 of 6 1997
Box/Folder 3/125	3 of 6 1998
Box/Folder 3/126	4 of 6 1999
Box/Folder 3/127	5 of 6 2000
Box/Folder 3/128	6 of 6 2000
Box/Folder 3/129-3/131	Board History 1905-1940 Physical Description: 3 folders
Box/Folder 3/129	1 of 3 2000
Box/Folder 3/130	2 of 3 1907-1956
Box/Folder 3/131	3 of 3 1944-1956
Box/Folder 3/132-3/134	Building Committee 1972-1999 Physical Description: 3 folders
Box/Folder 3/132	1 of 2 1972-1996
Box/Folder 3/133	2 of 3 1997
Box/Folder 3/134	3 of 3 1998-1999
Box/Folder 3/135	Constitution and By-Laws 1921
Box/Folder 3/136-3/140	Financial Records 1988-1999 Physical Description: 5 folders
Box/Folder 3/136	1 of 5 1988-1994
Box/Folder 3/137	2 of 5 1995-1996
Box/Folder 3/138	3 of 5 1995-1996
Box/Folder 3/139	4 of 5 1997-1998
Box/Folder 3/140	5 of 5 1999
Box/Folder 4/141-4/144	Financial Records: Annual Campaign 1996-2002 Physical Description: 4 folders
Box/Folder 4/141	1 of 4 1996
Box/Folder 4/142	2 of 4 1998
Box/Folder 4/143	3 of 4 1999
Box/Folder 4/144	4 of 4 2002
Box/Folder 4/145-4/152	Financial Records: Building 1914-1946 Physical Description: 8 folders
Box/Folder 4/145	1 of 8 No Date
Box/Folder 4/146	2 of 8 1914-1946
Box/Folder 4/147	3 of 8 1926
Box/Folder 4/148	4 of 8 1926
Box/Folder 4/149	5 of 8 1926
Box/Folder 4/150	6 of 8 1926
Box/Folder 4/151	7 of 8 1926

Box/Folder 4/152	8 of 8 1926
Box/Folder 4/153-4/161	Financial Records: Check Registers 1947-1959 Physical Description: 9 folders
Box/Folder 4/153	1 of 9 1947-1948
Box/Folder 4/154	2 of 9 1948-1949
Box/Folder 4/155	3 of 9 1949-1950
Box/Folder 4/156	4 of 9 1950-1951
Box/Folder 4/157	5 of 9 1951-1952
Box/Folder 4/158	6 of 9 1952-1954
Box/Folder 4/159	7 of 9 1954-1955
Box/Folder 4/160	8 of 9 1955-1956
Box/Folder 4/161	9 of 9 1958-1959
Box/Folder 4/162	Financial Records: Committee Meetings 1940-1958
Box/Folder 5/163	Financial Records: Round-the-World YWCA Reconstruction Fund 1946-1949
Box/Folder 5/164-5/165	Financial Records: Tax Exemption 1940s-1950s Physical Description: 2 folders
Box/Folder 5/164	1 of 2 1940s
Box/Folder 5/165	2 of 2 1950s
Box/Folder 5/166	Financial Records: Taxes - Proposition 4 1944-1945
Box/Folder 5/167	Financial Records: Tax Receipts 1914-1957
Box/Folder 5/168-5/185	History 1909-2000s Physical Description: 18 folders
Box/Folder 5/168	1 of 18 1909-1912
Box/Folder 5/169	2 of 18 1913
Box/Folder 5/170	3 of 18 1914
Box/Folder 5/171	4 of 18 1920s
Box/Folder 5/172	5 of 18 1930s
Box/Folder 5/173	6 of 18 1930s
Box/Folder 5/174	7 of 18 1930s
Box/Folder 5/175	8 of 18 1930s
Box/Folder 5/176	9 of 18 1940s
Box/Folder 5/177	10 of 18 1940s
Box/Folder 5/178	11 of 18 1950s
Box/Folder 5/179	12 of 18 1950s
Box/Folder 5/180	13 of 18 1956
Box/Folder 5/181	14 of 18 1960s
Box/Folder 5/182	15 of 18 1970s
Box/Folder 5/183	16 of 18 1980s
Box/Folder 5/184	17 of 18 1990s
Box/Folder 5/185	18 of 18 2000s
Box/Folder 5/186	History: Fran Smith 1991-2002
Box/Folder 6/187	Mission and Long Range Plan 1961-1994
Box/Folder 6/188-6/189	National YWCA: Dues Task Force 1991-1998" Physical Description: 2 folders
Box/Folder 6/188	1 of 2 1991-1997
Box/Folder 6/189	2 of 2 1998
Box/Folder 6/190	National YWCA: History 1973-1995
Box/Folder 6/191	National YWCA: Mailings 1998-1999
Box/Folder 6/192-6/194	Personnel: Committee 1995-2000 Physical Description: 3 folders
Box/Folder 6/192	1 of 3 1995-1996
Box/Folder 6/193	2 of 3 1995-1996

Box/Folder 6/194 **3 of 3 1997-2000**
 Box/Folder 6/195 **Personnel: Executive Staff Meetings 1998-1999**
 Box/Folder 6/196 **Personnel: Forms 1980-2000**
 Box/Folder 6/197 **Personnel: Job Descriptions 1989-1995**
 Box/Folder 6/198 **Personnel: Legal 1984-1991**
 Box/Folder 6/199 **Personnel: Meetings 1987-1999**
 Box/Folder **Personnel: Policies and Procedures 1970-2001**
 6/200-6/204 **Physical Description: 5 folders**

Box/Folder 6/200 **1 of 5 1970-1989**
 Box/Folder 6/201 **2 of 5 1981-1993**
 Box/Folder 6/202 **3 of 5 1995-1996**
 Box/Folder 6/203 **4 of 5 1995-1996**
 Box/Folder 6/204 **5 of 5 1997-2001**
 Box/Folder 6/205 **Personnel: Volunteer Logs 1979-1980**
 Box/Folder **Policies and Procedures Manual 1987**
 6/206-6/207 **Physical Description: 2 folders**

Box/Folder 6/206 **1 of 2 1987**
 Box/Folder 6/207 **2 of 2 1987**
 Box/Folder 6/208 **Press 1947-2000**
 Box/Folder 6/209 **Press: Kits 1992-2005**
 Box/Folder **SERIES II. II. Programs and Events. 1910-2002**
 7/210-11/345 **Physical Description: 5 boxes**

Scope and Content Note

This series is arranged alphabetically, and within that arrangement, chronologically. It includes correspondence, minutes, newsletters, pamphlets, press coverage, and printed material that document the YWCA's programs for children, adolescents, parents, working women, and seniors. In addition to fundamental necessities, such as food and housing, the YWCA worked to develop a spirit of fellowship and a commitment to community service, as well as physical well being in young women. This mission was met through clubs and programs such as the Girl Reserves, which offered opportunities for charity work as well as camping and picnics; the Business Girls' League, which offered vocational counseling, classes, and clubs for working women; and the Hi-Spot, a social, recreational, and civic club governed by local teens. Later programs included the Rape Crisis Center, which worked with the city to assist victims of sexual assault; Parent Education Programs; and the Professional Women's Luncheon, a fundraiser that gathers local professional women. This series documents the activities and administration of these programs. The programs and newsletters describe classes offered by the central and branch YWCAs in Silicon Valley. Clubs such as the Y-Teens, events such as the Racial Justice Convocation, and programs such as the Child Assault Prevention Program are also represented. This series also contains information on fundraising campaigns and events, such as the first building campaign (1914-1915) for the Julia Morgan-designed Schofield Hall, the Villa Nueva campaign, and the Professional Women's Luncheon.

Box/Folder 7/210 **Building: Schofield Hall Residence Register 1929-1930**
 Box/Folder 7/211 **Building: Burning of the Mortgage 1946**
 Box/Folder **Business Girls 1930s-1940s**
 7/212-7/213 **Physical Description: 2 folders**

Box/Folder 7/212 **1 of 2 1930s**
 Box/Folder 7/213 **2 of 2 1940s**
 Box/Folder 7/214 **Career Development 1980-1988**
 Box/Folder 7/215 **Child Assault Prevention 1984-1992**
 Box/Folder 7/216 **Directory of Black Businesses 1970**
 Box/Folder 7/217 **Fashion Shows 1973-1990**
 Box/Folder 7/218 **Fundraising Ideas 1981-1996**

Box/Folder 7/219	Girl Reserves 1925-1927
Box/Folder	Hi-Spot 1940s-1960s
7/220-7/223	Physical Description: 4 folders
Box/Folder 7/220	1 of 4 1940s
Box/Folder 7/221	2 of 4 1950s
Box/Folder 7/222	3 of 4 1960s
Box/Folder 7/223	4 of 4 1960s
Box/Folder 7/225	Memorial Services and Funds 1915-1997
Box/Folder 7/226	Miscellaneous Ephemera No Date
Box/Folder	Newsletters: Local 1980s-2000s
7/227-7/229	Physical Description: 3 folders
Box/Folder 7/227	1 of 3 1980s
Box/Folder 7/228	2 of 3 1990s
Box/Folder 7/229	3 of 3 2000s
Box/Folder 7/230	Newsletters: National 1980s
Box/Folder	Newsletters: World 1980s-1990s
7/231-7/232	Physical Description: 2 folders
Box/Folder 7/231	1 of 2 1980s
Box/Folder 7/232	2 of 2 1990s
Box/Folder 7/233	Parent Education 1990s
Box/Folder 7/234	Past Presidents Tea 1962
Box/Folder 7/235	Principal for a Day 1994
Box/Folder	Printed Material 1910s-1940s
8/236-8/238	Physical Description: 3 folders
Box/Folder 8/236	1 of 3 1910s
Box/Folder 8/237	2 of 3 1930s
Box/Folder 8/238	3 of 3 1940s
Box/Folder 8/239	International World Atlas 1942
Box/Folder	Printed Material 1950s-2000s
8/240-8/245	Physical Description: 6 folders
Box/Folder 8/240	1 of 6 1950s
Box/Folder 8/241	2 of 6 1960s
Box/Folder 8/242	3 of 6 1970s
Box/Folder 8/243	4 of 6 1980s
Box/Folder 8/244	5 of 6 1990s
Box/Folder 8/245	6 of 6 2000s
Box/Folder	Professional Women's Luncheon 1991-2002
8/246-9/277	Physical Description: 32 folders
Box/Folder 8/246	1 of 32 1991
Box/Folder 8/247	2 of 32 1992
Box/Folder 8/248	3 of 32 1992
Box/Folder 8/249	4 of 32 1993
Box/Folder 8/250	5 of 32 1994
Box/Folder 8/251	6 of 32 1995
Box/Folder 8/252	7 of 32 1995
Box/Folder 8/253	8 of 32 1996
Box/Folder 8/254	9 of 32 1997
Box/Folder 8/255	10 of 32 1998
Box/Folder 8/256	11 of 32 1999
Box/Folder 8/257	12 of 32 2000
Box/Folder 8/258	13 of 32 2001

Box/Folder 8/259	14 of 32 2002
Box/Folder 8/260-8/261	Budget and Invoices 1991-1992 Physical Description: 2 folders
Box/Folder 8/260	1 of 2 1991
Box/Folder 8/261	2 of 2 1992
Box/Folder 8/262-8/264	Correspondence 1991-1992 Physical Description: 3 folders
Box/Folder 8/262	1 of 3 1991
Box/Folder 8/263	2 of 3 1991
Box/Folder 8/264	3 of 3 1992
Box/Folder 8/265-8/266	Minutes 1991-1992 Physical Description: 2 folders
Box/Folder 9/265	1 of 2 1991
Box/Folder 9/266	2 of 2 1992
Box/Folder 9/267	Seattle 1991
Box/Folder 9/268	Speaker 1992
Box/Folder 9/269	Speeches, Laurie Besterman 1991-1995
Box/Folder 9/270-9/277	Sponsors and Participants 1991-1997 Physical Description: 8 folders
Box/Folder 9/270	1 of 8 1991
Box/Folder 9/271	2 of 8 1991
Box/Folder 9/272	3 of 8 1991
Box/Folder 9/273	4 of 8 1992
Box/Folder 9/274	5 of 8 1992
Box/Folder 9/275	6 of 8 1997
Box/Folder 9/276	7 of 8 1997
Box/Folder 9/277	8 of 8 1997
Box/Folder 9/278-9/288	Program Schedules 1967-1996 Physical Description: 11 folders
Box/Folder 9/278	1 of 11 1967-1969
Box/Folder 9/279	2 of 11 1970-1977
Box/Folder 9/280	3 of 11 1978-1979
Box/Folder 9/281	4 of 11 1980-1981
Box/Folder 9/282	5 of 11 1982-1983
Box/Folder 9/283	6 of 11 1984-1985
Box/Folder 9/284	7 of 11 1986-1987
Box/Folder 9/285	8 of 11 1988-1989
Box/Folder 9/286	9 of 11 1990-1991
Box/Folder 9/287	10 of 11 1992-1993
Box/Folder 9/288	11 of 11 1995-1996
Box/Folder 9/289	Racial Justice Convocation 1969-1972
Box/Folder 9/290	Rape Crisis Center 1973-1993
Box/Folder 9/291	Statistics 1992-1994
Box/Folder 9/292	Susan Wilson Quarter Century Club 1987-1988
Box/Folder 9/293	Susan Wilson: Speeches 1992-1998
Box/Folder 9/294	Tamah Tamah Club 1939-1942
Box/Folder 9/295	Testimonial Letters 1994-1996
Box/Folder 10/296-10/313	Tribute to Women in Industry 1986-2000 Physical Description: 18 folders
Box/Folder 10/296	1 of 18 1986
Box/Folder 10/297	2 of 18 1986

Box/Folder 10/298	3 of 18 1986
Box/Folder 10/299	4 of 18 1987
Box/Folder 10/300	5 of 18 1987
Box/Folder 10/301	6 of 18 1988
Box/Folder 10/302	7 of 18 1990
Box/Folder 10/303	8 of 18 1991
Box/Folder 10/304	9 of 18 1992
Box/Folder 10/305	10 of 18 1992
Box/Folder 10/306	11 of 18 1992
Box/Folder 10/307	12 of 18 1992
Box/Folder 10/308	13 of 18 1992
Box/Folder 10/309	14 of 18 1995
Box/Folder 10/310	15 of 18 1996
Box/Folder 10/311	16 of 18 1997
Box/Folder 10/312	17 of 18 1998
Box/Folder 10/313	18 of 18 2000
Box/Folder 10/314-10/317	Tribute to Women in Industry: Correspondence 1986-1992 Physical Description: 4 folders
Box/Folder 10/314	1 of 4 1986
Box/Folder 10/315	2 of 4 1987
Box/Folder 10/316	3 of 4 1991
Box/Folder 10/317	4 of 4 1992
Box/Folder 10/318	Tribute to Women in Industry: Newsletters 1986-1990
Box/Folder 11/319-11/323	Tribute to Women in Industry: Nominations 1986-1992 Physical Description: 5 folders
Box/Folder 11/319	1 of 5 1986
Box/Folder 11/320	2 of 5 1987
Box/Folder 11/321	3 of 5 1991
Box/Folder 11/322	4 of 5 1992
Box/Folder 11/323	5 of 5 1992
Box/Folder 11/324-11/325	Tribute to Women in Industry: Nominations - Accepted 1992 Physical Description: 2 folders
Box/Folder 11/324	1 of 2 1992
Box/Folder 11/325	2 of 2 1992
Box/Folder 11/326	Tribute to Women in Industry: Nominations - Rejected 1992
Box/Folder 11/327-11/329	Tribute to Women in Industry: Publicity 1986-1992 Physical Description: 3 folders
Box/Folder 11/327	1 of 3 1986
Box/Folder 11/328	2 of 3 1987
Box/Folder 11/329	3 of 3 1987
Box/Folder 11/330	Tribute to Women in Industry: Surveys and Questionnaires 1986-1989
Box/Folder 11/331	Tribute to Women in Industry: Video Taping 1990-1992
Box/Folder 11/332	Tribute to Women in Industry 2002
Box/Folder 11/333	Villa Nueva 1984-2002
Box/Folder 11/334-11/335	Villa Nueva: Captial Campaign 1988-1994 Physical Description: 2 folders
Box/Folder 11/334	1 of 2 1998-1990
Box/Folder 11/335	2 of 2 1989-1994
Box/Folder 11/336	Villa Nueva: Printed Material 1989-1994
Box/Folder 11/337	Villa Nueva: Printed Material - Bridge 1993-1999
Box/Folder 11/338	Villa Nueva: Publicity 1989-1993
Box/Folder 11/339	Why Us Kids 1994

Box/Folder 11/340
 Box/Folder 11/341
 Box/Folder
 11/342-11/344

Work Study - San Jose State University 1969-1979
World YWCA 1986-1991
Y-Teens 1953-1991
Physical Description: 3 folders

Box/Folder 11/342
 Box/Folder 11/343
 Box/Folder 11/344
 Box/Folder 11/345
 Box/Folder
 12/346-29/401

1 of 3 1953-1955
2 of 3 1955-1957
3 of 3 1957-1961
Y-Walk 1994
SERIES III. III. Printed and Visual Materials 1876-2002
Physical Description: 5 boxes

Scope and Content Note

This series is arranged by format, and within that arrangement, chronologically. It includes clippings related to YWCA events, programs, and campaigns; photographs of YWCA clubs, outings, and events; scrapbooks organized by date and subject (e.g. the Hi-Spot); and slides documenting a variety of YWCA activities and campaigns. The scrapbooks contain a range of formats, including clippings, correspondence, ephemera, minutes, newsletters, pamphlets, and photographs. The Hi-Spot, Business Girls' League, Schofield Hall and Villa Nueva figure prominently in the scrapbooks. Business Girls' League, founded in 1930, offered vocational counseling, classes, and clubs for working women. The Hi-Spot (1944-1961) was a popular teen center governed by a council of high school students with an adult advisory board. The Hi-Spot sponsored a snack bar, classes and discussions, sports and games, dances, and a Sunday column in the San Jose Mercury entitled "Hi-Spot News." By the 1950s the majority of its members were Latino youth. Schofield Hall (1916-1973) and Villa Nueva (1993-present) are the two buildings the YWCA has occupied in the agency's history. Both buildings were the result of enormous capital campaigns relying on community support, and both facilities housed administrative offices as well as residences, programs, and services.

Box/Folder
 12/346-112/371

Clippings 1910s-2000s
Physical Description: 26 folders

Box/Folder 12/346
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 Box/Folder 12/366
 Box/Folder 12/367
 Box/Folder 12/368
 Box/Folder 12/369
 Box/Folder 12/370
 Box/Folder 12/371

1 of 26 No Date
2 of 26 1910s
3 of 26 1920s
4 of 26 1930s
5 of 26 1940s
6 of 26 1950s
7 of 26 1960s
8 of 26 1970s
9 of 26 1970s
10 of 26 1970s
11 of 26 1970s
12 of 26 1980
13 of 26 1980
14 of 26 1981
15 of 26 1981
16 of 26 1982
17 of 26 1982
18 of 26 1982
19 of 26 1983
20 of 26 1983
21 of 26 1984
22 of 26 1984
23 of 26 1985-1989
24 of 26 1990s
25 of 26 2000s
26 of 26 2000s

Box/Folder 13/372-13/388	Photographs 1910s-2000s Physical Description: 17 folders
Box/Folder 13/372	1 of 17 No Date
Box/Folder 13/373	2 of 17 1910s
Box/Folder 13/374	3 of 17 1920s
Box/Folder 13/375	4 of 17 1930s
Box/Folder 13/376	5 of 17 1930s
Box/Folder 13/377	6 of 17 1940s
Box/Folder 13/378	7 of 17 1950s
Box/Folder 13/379	8 of 17 1950s
Box/Folder 13/380	9 of 17 1960s
Box/Folder 13/381	10 of 17 1960s
Box/Folder 13/382	11 of 17 1960s
Box/Folder 13/383	12 of 17 1970s
Box/Folder 13/384	13 of 17 1970s
Box/Folder 13/385	14 of 17 1980s
Box/Folder 13/386	15 of 17 1980s
Box/Folder 13/387	16 of 17 1990s
Box/Folder 13/388	17 of 17 2000s
Box 14	Slides, Videos, Audio Cassettes 1876-2002
Box 15	Scrapbook 1 1905-1908
Box 15A	Scrapbook 2 1910-1928
Box/folder 16/389	Scrapbook 3 1908-1940
Box/folder 16/390	Scrapbook: First Building 1908-1926
Box/folder 16/391	Scrapbook: Part A 1914-1915
Box/folder 16/392	Scrapbook: Part B 1923-1928
Box/folder 16/393	Scrapbook: Business Girls' League, Part A 1933-1936
Box/folder 16/394	Scrapbook: Business Girls' League, Part B 1933-1936
Box/folder 16/395	Scrapbook: Business Girls' League, Part A 1939-1940
Box/folder 16/396	Scrapbook: Business Girls' League, Part B 1939/1940
Box 17A	Scrapbook: Business Girls' League 1 1944-1945
Box 17B	Scrapbook: Business Girls' League 2 1945-1946
Box 18	Scrapbook: Hi-Spot 1944-1953
Box 19	Scrapbook 1 1940-1950
Box 20A	Scrapbook 2 1945
Box 20B	Scrapbook 3 1942-1952
Box 20C	Scrapbook: Hi-Spot 1954-1959
Box 21A	Scrapbook 1 1946-1952
Box 21B	Scrapbook 2 1956-1957
Box 22	Scrapbook 3 1950-1959
Box 23	Scrapbook 4 1954-1955
Box 24	Scrapbook 5 1957-1963
Box 25	Scrapbook 6 1958-1970
Box 26	Scrapbook 7 1970
Box 27	Scrapbook: Villa Nueva 1990s
Box/folder 28/397	Photographs: Villa Nueva 1990s
Box 28A	Scrapbook: Villa Nueva 1 1990s
Box 29A	Posterboards: Villa Nueva 1990s
Box 29B	Calendar: San Jose Department of Housing 2001
Box/folder 29/398	Photographs: Girl Reserves 1921-1926
Box/folder 29/399	Poster: YWCA 1950s
Box/folder 29/400	Photographs: Y-Teens 1955-1956
Box/folder 29/401	Photograph: Oversized 1960s
