

Inventory

Series I: Founding Documents and Related Materials, 1969 – 1993 (bulk 1969 – 1974)

Box 1

1. Founding Documents
2. Founders Meeting Materials
3. Historical
4. Proposals for GCSS
5. The Bridge/G.C.S.S. Proposals
6. Proposals Miscellany
7. Bylaws
8. City—Business License
9. Articles of Incorporation & Bylaws 1974
10. Policies

Series II: Administration, 1972 - 1996

Box 1

11. Administration Miscellany
12. Administration Miscellany
13. Center Forms
14. Master Forms for Volunteers
15. Personnel Committee: Policies and Procedures
16. Keys
17. Job Description: Resumes and Resignation
18. Resumes
19. Interns
20. Standard Social Services Application 1996
21. Staff Meetings
22. Bonding—Employee Honesty
23. Calendars 1974 – 1999
24. Center Schedules
25. Salaries and Timesheets 1981
26. Contacts and Rosters 1972 – 1994
27. Office Manager Monthly Reports 1978 – 1979
28. Staff Evaluations/Retreat
29. Personnel Issues 1973 – 1996

30. Other agency Contacts
31. Service Documents
32. Service Objectives Guidelines 1975
33. Library Manual
34. Insurance 1986 – 1987
35. Health Insurance Records
36. Health Insurance Claim Forms
37. Membership/Organization
38. Gay Center Promotional, Membership, Pledging, and Client Dev.
39. Properties Miscellany
40. Comprehensive Employment and Training Act (CETA) Title VI Funding Proposal
41. Building Maintenance Information Physical Plant
42. Jobs—Comprehensive Employment and Training Act (CETA), Labor Rights
43. California Corporation Laws/Code

Box 1B

1. Strategic Planning
2. Planning and Ideas
3. State Tax
4. Center Communications Plan 1987
5. Expansion Plan
6. Volunteer Hours—Reported
7. Mailing Masterlist
8. Mailing Lists
9. Proxy Forms 1993
10. Jobs Miscellany 1972 – 1994

Box 1C

1. Notebooks

Box 1D

1. Volunteer Service Records

Series III: Groups, Services, & Programs, 1972 – 1998

Box 2

1. Groups, Services, Programs 1972 – 1998
2. Groups, Services, Programs 1972 – 1998

3. Gay Center Workshops
4. Questionnaires and Information
5. Psychiatry and Therapy Literature Miscellany
6. Lesbian Health Project
7. Lesbian Insemination Project
8. HARP (Holistic AIDS Response Program)
9. Anti-Domestic Violence
10. Military Counseling Program
11. Rap Groups—Center (Men's Self Development)
12. San Diego Youth Services, Inc.
13. Youth Program

Series IV: Related Centers, 1992 - 2005

Box 2

14. Hillcrest youth Center
15. Life Center 1992
16. North County Center
17. Center for Social Services Oceanside

Series V: Fundraising, 1973 - 2001

Box 3

1. Fundraising 1973 – 1976
2. Fundraising 1977 – 1979
3. Fundraising Information 1978 – 1979
4. Fundraising 1983 – 1985
5. Fundraising 1988 – 2001
6. Fundraising Articles
7. Fundraising Chicago Resource Center

Series VI: Outreach, 1972 – 1998 (bulk 1972 – 1976)

Box 3

8. Outreach ca. 1972 – 1991
9. Newsletters 1973 – 1998
10. Newsletter Samples
11. Newsletter Monthly Reports
12. GSDBA Newsletters

13. Theater—Rental and Shows
14. 1987 Open House
15. City Schools
16. Spectrum 1996
17. Programs
18. Flyers
19. Letterhead and Flyer Development
20. Press Releases
21. Media
22. Public Service Announcements
23. “LGCC Advertising”
24. Housing Information and Meals
25. Wells Fargo Community Strategy 1991 – 1992
26. Mental Health
27. Referrals—Therapy

Series VII: Financials, 1972 – 1999 (bulk 1994 – 1999)

Box 4

1. Financials 1972 – 1975
2. Tax 1976 IRS
3. Budget 1978 – 1979
4. Budget and Audit Report 1979 – 1980
5. Budget 1981
6. Financials 1982 – 1983
7. Budget 1982
8. Budget 1983
9. Financials 1984 – 1985
10. Financials 1986 – 1987
11. Financials 1988 – 1989
12. Audit 1989
13. Financials 1990 – 1991
14. Financials 1992 – 1993
15. Audit 1993
16. Financials 1994 – 1995
17. Audit 1994
18. Audit 1995
19. Budget 1994 – 1995

20. Budget 1994 – 1995
21. Financials 1996 – 1997
22. Financials 1998 – 1999
23. Receipts
24. 3 Year Grant Application 1990
25. Robert Wood Johnson Foundation Grant Request 1988 – 1989
26. Grants and United Way

Series VIII: Reports, 1975 – 2000 (bulk 1994 – 2000)

Box 4

27. Executive Summary
28. Executive Director's Reports 1978 – 1979
29. Executive Director's Reports 1994 – 2000
30. City and State Reports
31. Monthly Program Reports
32. 15/20 Pride Reports
33. Administrative Coordinative Reports 1975 – 1977
34. Annual Reports
35. Annual Meeting: Annual Report 1984 – 1985
36. Ending Discrimination Against Lesbians and Gay Men Report
37. Committee Reports 1989 – 1995
38. Committee Reports 1997 – 2000
39. Committees Miscellany
40. Reports Miscellany

Series IX: Board, 1974 - 1993

Box 5

1. "Board Meetings/Board of Directors"
2. Board Materials
3. Board Meetings 1977
4. Board Meetings 1978
5. Board Meetings 1979
6. Board September – December 1983
7. Annual Meeting 1984
8. Board January – March 1984
9. Board 1984
10. Board 1985

11. Annual Meetings
12. Board Reports
13. Board Articles
14. Board Training Materials 1993
15. Board of Directors—Center History
16. Letters to Board and Staff
17. Board Bylaws
18. Board Structure
19. Board—Center Resumes
20. Board—Center Goals
21. Board—Members, Resumes, Phones
22. Board Retreats

Series X: Minutes, 1972 - 2000

Box 6

1. Minutes 1972 – 1974
2. Planning Committee Minutes March – July 1973 Official Copy
3. Board Minutes April 1974 – November 1974
4. Board Minutes 1975
5. Board Minutes 1976
6. Board minutes May 1977 – April 1978
7. Board Minutes 1977
8. Board Minutes January – June 1978
9. Board Minutes July – December 1978
10. Board Minutes January – October 1979
11. Board Minutes 1980
12. Board Minutes 1981
13. Board Minutes 1982
14. Board Minutes 1983
15. Minutes 1984
16. Minutes 1986
17. Minutes 1987
18. Minutes 1988
19. Minutes January – June 1989
20. Minutes July – December 1989
21. Minutes January – June 1990
22. Minutes July – December 1990

23. Minutes January – June 1991
24. Minutes July – December 1991
25. Minutes 1992
26. Minutes 1993

Box 6B

1. Minutes 1994
2. Minutes 1995
3. Minutes 1996
4. Minutes 1997
5. Minutes 1998
6. Minutes 1999
7. Minutes 2000

Series XI: Correspondence, 1971 – 1999 (bulk 1989 – 1998)

Box 7

1. Correspondence 1971 – 1973
2. Gay Center Correspondence 1974
3. Correspondence 1975 – 1977
4. Letters/Center Business 1976 – 1977
5. Correspondence 1977 – 1982
6. Gay Center Correspondence 1978
7. Letters: Center Business, 1978
8. Carbon Copy (CC) of Letters Sent Out 1979
9. Letter Copy 1979
10. Board Communications 1977 – 1994
11. Board Communications 1990 – 1998
12. Director's Correspondence 1978 – 1987
13. Appeal Statement Letters of Support
14. Communications 1989 – 1999

Box 7B

1. Director's Correspondence

Series XII: Law Enforcement, 1979 – 1992 (bulk 1989 – 1992)

Box 8

1. Hate Crimes 1989 – 1991
2. Hate Crimes 1991 – 1995
3. San Diego Police Academy
4. Citizens Review Board of Police Practices
5. Citizens Review Board of Police Practices
6. Law Enforcement Training
7. Police—Human Resources Community Meetings Notes
8. Mayor’s Advisory Board 1991 – 1992
9. Mayor’s Advisory Board 1991 – 1992
10. San Diego Human Relations Commission

Series XIII: Pride, 1975 - 1994

Box 8

11. Pride 1975
12. Pride 1989
13. Pride 1990 – 1993

Series XIV: Legal, 1982 - 1994

Box 8

14. Pride Lawsuit 1994
15. Pride Lawsuit 1994
16. Hillcrest Sixth Avenue Lawsuit
17. Housley v. Center
18. T.L.C.! Answering Service—Audit Small Claims

Series XV: HIV/AIDS, 1985 - 1992

Box 9

1. AIDS Grant 1985
2. “California’s War on AIDS” Health Policy and Research Foundation of California (HPRFC) Report 1987
3. Regional Taskforce on AIDS (San Diego) 1987 – 1991
4. San Diego AIDS Taskforce
5. AIDS Taskforce 1986
6. AIDS Taskforce 1986 – 1987
7. AIDS Letters of Support
8. San Diego AIDS Project

9. AIDS Assistance Fund
10. "AIDS Data"
11. San Diego HIV Coalition 1989 – 1992
12. San Diego AIDS Coalition 1991
13. AIDS Health Statistics and Related Materials
14. New York City Department of Health: HIV Counseling and Testing Policy 1987
15. History of Mandatory Testing Policy—United States Navy
16. Military HIV Regulations
17. Concerned Citizens For AIDS Patients (CCAP)
18. AIDS Miscellany

Series XVI: Hotline, 1970 - 1986

Box 10

1. Phone Monitor's Handbook
2. Hotline Procedures
3. Phone Monitors Training, General
4. Summary of Helpline Contacts
5. Hotline 1970
6. Hotline Statistics 1975
7. Hotline Recap 1976
8. Daily Hotline Totals 1977 – 1978
9. Hotline 1978 (and Prank Calls)
10. Hotline Reports 1979
11. Hotline 1980
12. Hotline and T.L.C.! Answering Service 1981
13. LGBT Communications Center Hotline 1982 and Referrals
14. Hotline 1983
15. Helpline Records August 1985
16. Helpline Records October 1985
17. Helpline Statistics March 1985 – February 1986 (Annual)
18. Helpline Records November 1986
19. Helpline Material Miscellany

Series XVII: Contracts, 1978 - 1981

Box 10

20. Typewriters: Bids and Contracts
21. Telephone Systems

22. Coca Cola
23. 7-Up
24. Social Planning and Management Systems (SPMS) Contract

Series XVIII: Corporate, 1974 - 1985

Box 10

25. Corporate Records and Files 1974 – 1978
26. Board Minutes and Other Corporate Records 1974 – 1980
27. Corporate Records 1981
28. Corporate Papers Reorganization Proposal 1982
29. Corporate Papers—Bylaws 1983
30. Corporate Papers—Bylaws 1984
31. Corporate Papers—Bylaws 1985

Series XIX: Taskforces, 1975 – 1994 (bulk 1975 – 1977)

Box 11

1. National Gay Taskforce
2. Violent Crime Taskforce
3. Diversity Taskforce 1994
4. Human Rights Taskforce: Report on the Civil Rights Status of the Gay Community in San Diego
5. Human Rights Taskforce Report
6. San Diego Gay Rights Taskforce Report

Series XX: People, 1973 - 1982

Box 11

11. Guy Charles
12. Tom Hayden, Senatorial Candidate
13. Frank Schreck
14. Nicole Murray
15. Jeri Dilno
16. Debby Waters
17. Roger Hedgecock
18. Larry Kapiloff

19. Helen McKenna

Series XXI: Archives, 1978 – 1985

Box 11

- 30. Archives Pre-1979
- 31. Archives 1979
- 32. Archives 1980
- 33. Archives 1981 – 1982
- 34. Archives September – December 1983
- 35. Archives 1984
- 36. Archives 1985
- 37. Library—Research Archives
- 38. Boy Scouts Miscellany
- 39. News Clippings
- 40. Short Stories
- 41. Miscellany
- 42. Name Tags

Series XXII: Miscellany

Box 2

- 18. San Diego State University (SDSU) School of Social Work
- 19. Student Papers and Final Papers
- 20. Speaker's Bureau 1977 – 1983
- 21. Speaker's Bureau Center
- 22. Youth Projects

Box 11

- 7. Gays on the Hill
- 8. The McGovern Campaign 1972
- 9. Old Awards
- 10. Framed Materials

Box 11

- 20. Homosexual Information Center Los Angeles

21. Gay Community Services Center Los Angeles
22. Portland Toxin Council
23. Centers in Other Cities Miscellany
24. Gay Liberation Front
25. Gay Rights National Lobby
26. Gay Rights Coalition
27. Gay Studies Bibliography
28. Metropolitan Community Church
29. Visiting Nurse Association

Box 12

1. 27 duplicate event flyers, 2 photographs, and 1 sign
2. 1 program for the Euclid Avenue Revitalization Action Program, 2000
3. 1 issue of San Diego Community Events Magazine, May 2000
4. 1 issue of Images Journal, November 2000
5. 3 issues of Lesbian News Magazine
 - a. February 2002
 - b. March 2002
 - c. April 2003
6. 1 San Diego Gay and Lesbian Pride Community Spirit Award, 1993
7. Scrapbook