



# SOUTH CAROLINA HISTORICAL SOCIETY

## Unitarian Church records, 1819-2014 SCHS# 0395.00

**Creator:** Unitarian Church (Charleston, S.C.)

**Description:** 40 linear ft. (76 boxes) + oversized material

**Biographical/historical note:** This church, located on Archdale Street in Charleston, S.C., is the oldest Unitarian church in the South. Rev. Samuel Gilman, a New Englander and graduate of Harvard, ministered here from 1819 until his death in 1858. The early records and church furnishings were destroyed in 1865 in the burning of Columbia, S.C. The church building underwent extensive renovations and repairs after serious damage from the earthquake of 1886.

**Scope and content:** This collection consists of building and property records (1870s-1990s); correspondence; financial records (1844-1990s); membership and ministerial records; vestry records; scrapbooks (1904-1990); records of auxiliary organizations; and miscellaneous items, including papers of Samuel Gilman.

A small amount of correspondence dates from 1861 to 1917, but the bulk of general correspondence begins in 1943. Membership records include a register (1819-1979) of marriages, births, baptisms, and communicants, as well as a record of marriages (1822-1857) and burials (1846-1925). Vestry records (1865-1989) include minutes and correspondence. Miscellaneous items include church bulletins; directories; papers pertaining to Alva Gage and Gage Hall; papers of Samuel Gilman, including correspondence (1819-1852) and sermons (1819-1850s); papers concerning Caroline H. Gilman; sermons of various ministers; visitors' registers; newsletters; and a small file of research requests which includes some genealogical information on church members.

Records of auxiliary organizations mainly consist of those of the Alliance, which began in the 1840s as the Ladies' Sewing Society and was later known as the Women's Alliance. Records of the Ladies Sewing Society, including cash books, minutes, and membership lists, date from 1847 into the 1920s, during which time the name was changed to the Women's Alliance of the Unitarian Church. Records of the Women's Alliance, and later the Alliance, date from the 1920s into the 1990s.

**Preferred citation:** Unitarian Church (Charleston, S.C.). Unitarian Church records, 1819-2000. (395.00) South Carolina Historical Society.

**Note:** Photographs have been removed to the SCHS Visual Material Collection.

**Search terms:**

Gage, Alva, 1820-1896.  
Gilman, Caroline Howard, 1794-1888.  
Gilman, Samuel, 1791-1858.  
Unitarian Church (Charleston, S.C.)  
Unitarian Church (Charleston, S.C.) -- Records and correspondence.  
Church records and registers -- South Carolina -- Charleston.  
Unitarian churches -- South Carolina -- Charleston.  
Unitarians -- South Carolina -- Charleston.  
Church records.  
Letters (correspondence)  
Minutes.  
Sermons.

**Series outline:**

395.01 *Building and Property Records*  
395.02 *Constitutions, bylaws, charters*  
395.03 *Correspondence*  
395.04 *Financial Records*  
395.05 *Landmark Program Records*  
395.06 *Membership Records*  
395.07 *Ministerial Records*  
395.08 *Vestry Records*  
395.09 *Miscellaneous Records*  
395.10 *Newsletters*  
395.11 *Scrapbooks*  
395.12 *Records of Auxiliary Organizations*

**Container List:**Box 1

395.01 *Building and Property Records*  
395.01.01 (1788-1919) Land records (copies of RMC records, 1788-1919)  
395.01.01 (1870s-1890s) Deeds, plats, etc., 1870s-1890s  
395.01.01 (1921-1958) Correspondence, related vestry records, etc.  
395.01.01 (1942-1982) Correspondence, etc., 1942-1982  
395.01.01 (1940s-1992) Bottle Alley/Gateway Walk records, 1940s-1992  
395.01.01 (1955-1974) Letters, contracts, etc. re rectory & other properties

Box 2

395.01.02 Re parsonage, Clifford Alley; property transactions  
395.01.03 Buildings & Grounds Committee records, 1956-  
395.01.04 Churchyard Committee Records  
395.01.05 Churchyard & Garden of Remembrance records  
395.01.06 Church furnishings

|           |  |
|-----------|--|
| 395.01.07 | Organ repair records, 1956-1962                |
| 395.01.08 | Tower repair records, 1956-1957                |
| 395.01.09 | Stained glass windows repairs, 1914; 1962-1983 |
| 395.01.10 | Lease records, permits, etc., 1980s-1990s      |
| 395.01.11 | Sexton records, 1941-1991                      |
| 395.01.12 | Church maintenance records, 1946-1982          |

### 395.01 Oversized Building and Property Records

Seven oversize files (located in flat file drawers) including copies of a plat (1784) of "public lands lying between King and Archdale Streets;" a plat of church land (1876); a plat (1930) of church property "by lines of occupation;" plans relating to renovations of Gage Hall (1966); and a plat (1966) of the church and the cemetery.

### Box 3

|           |   |
|-----------|---|
| 395.02    | <i>Constitutions, bylaws, charters</i>          |
| 395.02.01 | Constitution and bylaws, 1867-1899              |
| 395.02.02 | Charter records, 1896-1902                      |
| 395.02.03 | Acts and charters; bylaws & amendments, to 1924 |
| 395.02.04 | Constitutions, bylaws & amendments, 1940s-      |
| 395.02.05 | Constitutions and bylaws                        |

### Box 4

|                    |  |
|--------------------|--|
| 395.03             | <i>Correspondence (and general material)</i>     |
| 395.03 (1861)      | Letter to Dr. Ingersoll, 1861                    |
| 395.03 (1865-1866) | Correspondence and general material, 1865-1866   |
| 395.03 (1866-1867) | Correspondence, 1866-1867                        |
| 395.03 (1868-1869) | Correspondence, 1868-1869                        |
| 395.03 (1875-1888) | Letter [1875?]; and letter, 1888                 |
| 395.03 (1917)      | Letters to C.E. Gibbon, 1917                     |
| 395.03 (1943-1952) | Correspondence and general material, 1943-1952   |
| 395.03 (1953-1957) | Correspondence and general material, 1953-1957   |
| 395.03 (1958)      | Correspondence and general material, 1958        |
| 395.03 (1958-1990) | Letters to visitors and new members, 1958-1990   |
| 395.03 (1959)      | Correspondence; and letters re gift of a US flag |

### Box 5

|               |   |
|---------------|---|
| 395.03 (1960) | Correspondence and general material, 1960 |
| 395.03 (1961) | Correspondence and general material, 1961 |
| 395.03 (1962) | Correspondence and general material, 1962 |
| 395.03 (1963) | Correspondence and general material, 1963 |

### Box 6

|                        |  |
|------------------------|--|
| 395.03 (1964-1965) -01 | Correspondence, etc. re Mr. Lelong's report    |
| 395.03 (1964-1965) -02 | Correspondence, etc. re Mr. Roehsler           |
| 395.03 (1964-1969)     | Correspondence and general material, 1964-1969 |
| 395.03 (1968-1984)     | Correspondence and general material, 1968-1984 |

395.03 (1977-1985) Letters, etc. re college preparatory school

Box 7

395.04 *Financial Records*

395.04.01 Financial records: OVERSIZE bound volumes  
395.04.01 (1844-1879) Ledger, 1844-1879 (oversize volume, wrapped)  
395.04.01 (1879-1881) Ledger, 1879-1881 (in oversize Box 7)  
395.04.01 (1884-1908) Pew rents and contributions, 1884-1908 (in Box 7)  
395.04.01 (1923-1945) Gage Fund cash book, 1923-1945 (wrapped)  
395.04.01 (1948-1951) Financial record book, 1948-1951 (wrapped)  
395.04.01 (1952-1956) Pledge payment book, 1952-1956 (wrapped)  
395.04.01 (1959-1961) Treasurer's record, 1959-1961 (in Box 7)  
395.04.01 (1965-1967) Pledge payment book, 1965-1967 (in Box 7)  
395.04.01 (1967-1969) Pledge payment book, 1967-1969 (in Box 7)

Box 8

395.04.02 Financial records: bound volumes (boxed)  
395.04.02 (1860-1879) Cash book, 1860-1879  
395.04.02 (1879-1895) Cash book, 1879-1895

Box 9

395.04.02 (1895-1908) Cash book, 1895-1908  
395.04.02 (1897-1923) Ledger, Alva Gage Fund, 1897-1923  
395.04.02 (1908-1918) Ledger, Current Funds, 1908-1918

Box 10

395.04.02 (1925-1945) Ledger, Current Funds, 1925-1945  
395.04.02 (1938-1945) Ledger, Estill Fund; A.U. Assoc.; Capital Funds

Box 11

395.04.02 (1940-1947) Petty cash book, 1940-1947  
395.04.02 (1933-1945) Treasurer's record book, 1933-1945  
395.04.02 (1945-1947) Treasurer's record book, 1945-1947  
395.04.02 (1946-1947) Treasurer's records, 1946-1947 (2 v.)  
395.04.02 (1948-1949) Treasurer's records, 1948-1949 (2 v.)  
395.04.02 (1950-1951) Treasurer's records, 1950-1951 (2 v.)

Box 12

395.04.02 (1951) Treasurer's record book, 1951  
395.04.02 (1952) Treasurer's record book, 1952  
395.04.02 (1952-1954) Treasurer's records, 1952-1954 (3 v.)  
395.04.02 (1955-1957) Treasurer's records, 1955-1957 (3 v.)  
395.04.02 (1957-1960) Treasurer's record book, 1957-1960  
395.04.02 (1958-1959) Treasurer's records, 1958-1959 (2 v.)

Box 13

395.04.02 (1960-1964) Treasurer's record book, 1960-1964  
395.04.02 (1962) Treasurer's record book, 1962  
395.04.02 (1968-1972) Treasurer's record book, 1968-1972  
395.04.02 (1943-1947) Financial record book, 1943-1947  
395.04.02 (1948) Pledge payment book, 1948  
395.04.02 (1957-1960) Parsonage fund records, 1957-1960

Box 14

395.04.02 (1961-1970) Weekly contribution record, 1961-1970 (disbound)

Box 15

395.04.03 Financial records: loose records  
395.04.03 (1858-1873) Financial records, 1858-1873  
395.04.03 (1861-1862) Financial records, 1861-1862  
395.04.03 (1866-1867) Records re service book; treasurer's account; etc.  
395.04.03 (1867-1868) Treasurer's records, 1867-1868  
395.04.03 (1869) Treasurer's reports, etc., 1869  
395.04.03 (1870) Treasurer's report, 1870  
395.04.03 (1870-1871) Receipts; treasurer's report; etc.  
395.04.03 (1898-1943) Stock and investment records, 1898-1943  
395.04.03 (1942-1962) Audit and budget records, 1942-[1962]  
395.04.03 (1961-1984) Treasurer's reports, 1961-1984  
395.04.03 (1962-1992) Investment records, 1962-1992

Box 16

395.04.03 (1960-1980s) Financial records: miscellaneous, 1960-1980s  
395.04.03 (1962) Preservation campaign financial records, 1962  
395.04.03 (1960s-1990s) Budget records and financial reports, 1960s-1990s

Box 17

395.04.04 Financial records: correspondence, 1960s-1980s  
395.04.05 Financial records: wills and bequests (Orth & Estill)

Box 18

395.05 *Landmark Program Records*  
395.05.01 Specifications, surveys, annual reports, 1976-1980  
395.05.02 South Carolina Dept. of Archives and History  
395.05.03 Landmark Program records, 1976-1977  
395.05.04 Landmark Program records, May-Dec. 1977  
395.05.05 Unitarian Church historic landmark, Jan.-April 1978  
395.05.06 Landmark program records, May-Dec. 1978  
395.05.07 Annual committee reports  
395.05.08 Chairman's notes (Charles Miller)  
395.05.09 Chair's notes (Maxine Larisey)  
395.05.10 Chair's notes (Maxine Larisey)

|               |   |
|---------------|---|
| 395.05.11     | Chair's records, 1976-1979                            |
| <u>Box 19</u> |   |
| 395.05.12     | Chair's records: electrical renovation specifications |
| 395.05.13     | Chair's financial records                             |
| 395.05.14     | Reports, etc.   |
| 395.05.15     | Grant, SCDAH, 1977-1987                               |
| 395.05.16     | Grant project bids                                    |
| 395.05.17     | Correspondence  |
| 395.05.18     | Miscellaneous records                                 |
| 395.05.19     | Electrical renovation specifications                  |
| <u>Box 20</u> |   |
| 395.05.20     | Plans   |
| 395.05.21     | Architectural specifications                          |
| 395.05.22     | Architectural specifications                          |
| 395.05.23     | Stained glass windows; tower room; fund raising       |
| 395.05.24     | Stained glass windows                                 |
| 395.05.25     | Stained glass window survey                           |
| 395.05.26     | Brochure, leaflet, news                               |
| <u>Box 21</u> |   |
| 395.05.27     | Committee meeting minutes and reports                 |
| 395.05.28     | Cross (1964?)   |
| 395.05.29     | Donations, 1976-1984                                  |
| 395.05.30     | Invoices, bills, contractor letters                   |
| 395.05.31     | Memorials   |
| 395.05.32     | Organ   |
| 395.05.33     | Organ   |
| 395.05.34     | Plaque  |
| 395.05.35     | Promissory note, 1986                                 |
| 395.05.36     | Appraisal   |
| 395.05.37     | Masonry and stucco renovation                         |
| 395.05.38     | Building washing                                      |
| <u>Box 22</u> |   |
| 395.05.39     | Tiles sold  |
| 395.05.40     | Roof repair   |
| 395.05.41     | Bracket project                                       |
| 395.05.42     | Chancel stair iron railing by Philip Simmons          |
| 395.05.43     | Altar cloths  |
| 395.05.44     | Hearing-impaired system for sanctuary                 |
| 395.05.45     | Landmark committee, 1991-1994                         |
| 395.05.46     | Landmark committee, 1991-1994                         |

### Box 23

#### *395.06*

#### *Membership Records*

- 395.06.01 Registers
- 395.06.01 (1819-1979) Register of marriages, births, baptisms, burials, and communicants, 1819-1979 (oversize bound volume, wrapped)
- 395.06.01 (1900-1924) Register of voting members, 1900-1924 (ovsz. bound volume, wrapped)
- 395.06.01 (1922-1996) Corporate member registers, and lists of officers (in Box 23)
- 395.06.02 Corporate membership meetings and reports
- 395.06.02 (1951-1973) Corporate (congregational) meetings, 1951-1973
- 395.06.02 (1974-1989) Corporate meetings, 1974-1989
- 395.06.02 (1990-1999) Corporate meetings, 1990-1999
- 395.06.02 (1991-2000s) Annual reports to corporate members, 1991-2000s
- 395.06.03 Other membership records
- 395.06.03.01 Marriage records, 1822-1857 (a gathering which includes some financial records of the Tract Society); also, later marriage records up to 1990
- 395.06.03.02 Funeral records (20th century)
- 395.06.03.03 Membership transfers
- 395.06.03.04 Membership resignations
- 395.06.03.05 Membership statistics; Celebration of Membership
- 395.06.03.06 Articles on membership
- 395.06.03.07 Record of burials, 1846-1925 (oversize bound volume, wrapped)

### Box 24

#### *395.07*

#### *Ministerial Records*

- 395.07.01 Ministerial records arranged by individual ministers
- 395.07.01.01 Rev. William Tennett
- 395.07.01.02 Rev. Thomas H. Smith
- 395.07.01.03 Rufus P. Cutler
- 395.07.01.04 Ralph E. Bailey
- 395.07.01.05 M.M. Nielson
- 395.07.01.06 Horace Westwood
- 395.07.01.07 Rhys Williams
- 395.07.01.08 Spencer Lavan
- 395.07.01.09 G. Tolleson
- 395.07.01.10 Justin Kahn
- 395.07.01.11 George Exoo (includes sermon notes, etc.)

### Box 25

- 395.07.01.11 George Exoo (sermon notes, etc.)
- 395.07.01.12 Jacqueline Collins

### Box 26

- 395.07.02 Other Ministerial records
- 395.07.02.01 Pulpit committee records, etc.

- 395.07.02.02 Ministerial Relations Committee records, etc.
- 395.07.02.03 Ministers' reports
- 395.07.02.04 List of ministers and biographical information

Box 27

- 395.08                      *Vestry Records*
- 395.08.01                      Vestry Records, bound volumes
  - 395.08.01 (1865-1892)              Minute book, 1865-1892
  - 395.08.01 (1892-1902)              Minute book, 1892-1902

Box 28

- 395.08.01 (1902-1917)              Minute book, 1902-1917

Box 29

- 395.08.01 (1917-1929)              Minute book, 1917-1929
- 395.08.01 (1929-1933)              Minute book, 1929-1933 (oversize volume, wrapped)
- 395.08.01 (1941-1947)              Minute book, 1941-1947 (oversize volume, tied)

The following volumes are stacked on the shelf following Box 29 :

- 395.08.01 (1964-1966)              Minute book, 1964-1966
- 395.08.01 (1966-1968)              Minute book, 1966-1968
- 395.08.01 (1968-1969)              Minute book, 1968-1969
- 395.08.01 (1969-1971)              Minute book, 1969-1971
- 395.08.01 (1972-1973)              Minute book, 1972-1973
- 395.08.01 (1973-1974)              Minute book, 1973-1974
- 395.08.01 (1974-1976)              Minute book, 1974-1976

Box 30

- 395.08.02                      Vestry records: series of disbound or loose records (chiefly minutes)
- 395.08.02 (1943-1947)              Minutes, 1943-1947
- 395.08.02 (1950-1951)              Minutes, etc., 1950-1951
- 395.08.02 (1953-1954)              Minutes, 1953-1954
- 395.08.02 (1955)                      Minutes, 1955
- 395.08.02 (1956-1959)              Minutes, 1956-1959
- 395.08.02 (1961-1962)              Minutes, 1961-1962
- 395.08.02 (1962-1963)              Minutes, 1962-1963
- 395.08.02 (1963-1964)              Vestry records, 1963-1964

Box 31

- 395.08.02 (1976-1980)              Minutes, 1976-1980
- 395.08.02 (1977)                      Vestry records, 1977
- 395.08.02 (1978-1979)              Vestry records, 1978-1979
- 395.08.02 (1980-1982)              Vestry records, 1980-1982
- 395.08.02 (1980-1983)              Vestry records, 1980-1983
- 395.08.02 (1983-1984)              Minutes, 1983-1984



Box 32

|                       |                           |
|-----------------------|---------------------------|
| 395.08.03             | Other Vestry records      |
| 395.08.03 (1860s)     | Vestry records, 1860s     |
| 395.08.03 (1870s)     | Vestry records, 1870s     |
| 395.08.03 (1941-1949) | Vestry records, 1941-1949 |
| 395.08.03 (1950-1959) | Vestry records, 1950-1959 |
| 395.08.03 (1960-1961) | Vestry records, 1960-1961 |
| 395.08.03 (1962)      | Vestry records, 1962      |
| 395.08.03 (1963-1969) | Vestry records, 1963-1969 |
| 395.08.03 (1970-1979) | Vestry records, 1970-1979 |
| 395.08.03 (1980-1989) | Vestry records, 1980-1989 |

Box 33

|                       |   |
|-----------------------|---|
| 395.08.03 (1984-1991) | Vestry records: corporate meeting minutes |
| 395.08.03 (1985)      | Vestry minutes, 1985                      |
| 395.08.03 (1986)      | Vestry minutes, 1986                      |
| 395.08.03 (1987)      | Vestry minutes, 1987                      |
| 395.08.03 (1987-1988) | Vestry minutes, 1987-1988                 |
| 395.08.04             | Vestry records: constitutions             |

Box 34

|               |                                 |
|---------------|---------------------------------|
| 395.09        | <i>Miscellaneous Records</i>    |
| 395.09 (A) 01 | Annual reports, 1960-1988       |
| 395.09 (B) 01 | Bicentennial records, 1972-1976 |
| 395.09 (B) 02 | Bookstore                       |

Box 35

|               |  |
|---------------|--|
| 395.09 (B) 03 | Bulletins (order of service), 1943-1975 (O.I. # 108) |
|---------------|--|

Box 36

|               |  |
|---------------|--|
| 395.09 (B) 03 | Bulletins (order of service), 1972-1988 (O.I. # 109) |
|---------------|--|

Box 37

|               |                                |
|---------------|--------------------------------|
| 395.09 (B) 03 | Bulletins, 2000- (O.I. # 109B) |
|---------------|--------------------------------|

Box 38

|               |  |
|---------------|--|
| 395.09 (C) 01 | Cemetery records                         |
| 395.09 (C) 02 | Charleston Progressive Community Council |
| 395.09 (C) 03 | Clippings                                |

Box 39

|               |  |
|---------------|--|
| 395.09 (C) 04 | Committee Records: Adult Ed., Archives, Long Range Planning, Membership, Paraministry, Publicity, Social Action, Social Affairs, Worship |
|---------------|--|

Box 40

395.09 (D) 01 Directories (O.I. # 122)

Box 41

395.09 (E) 01 Earthquake records

395.09 (E) 02 Employee records

395.09 (G) 01 Gage Hall records (see also Financial Records for Gage Fund records)

Box 42

395.09 (G) 01 Gage Hall records

395.09 (G) 02 Samuel Gilman papers

395.09 (G) 02.01 Samuel Gilman : correspondence, 1819-1852

395.09 (G) 02.02 Addresses, etc., 1819-1856

395.09 (G) 02.03 Addresses, etc., 1820-1855

395.09 (G) 02.04 Sermon, 1819

395.09 (G) 02.05 Sermons, 1820s

395.09 (G) 02.06 Sermons, 1830s

Box 43

395.09 (G) 02.07 Sermons, 1840s

395.09 (G) 02.08 Sermons, 1850s

395.09 (G) 02.09 Sermons, undated

395.09 (G) 02.10 Writings and letters to editors

395.09 (G) 02.11 Clippings of newspaper articles

395.09 (G) 02.12 Clippings (photocopies)

395.09 (G) 02.13 Published writings (includes "Woman in Her Relation to Liberal Christianity")

395.09 (G) 02.14 Papers pertaining to Samuel Gilman

395.09 (G) 02.15 Papers pertaining to Samuel Gilman

395.09 (G) 02.16 Writings about Samuel Gilman

395.09 (G) 02.17 Ordination record, 1819-1904

395.09 (G) 02.18 Gilman Centennial papers, 1952

395.09 (G) 02.19 Papers pertaining to the Samuel Gilman portrait

Box 44

395.09 (G) 03 Papers pertaining to Caroline H. Gilman

395.09 (G) 04 Griggs Collection

395.09 (M) 01 Memorial Society of Charleston

395.09 (M) 02 Music

395.09 (N) 01 New Wine

395.09 (N) 02 Newspaper notices (paid notices)

395.09 (P) 01 Presidents reports

395.09 (P) 02 Printed material : pamphlets, brochures, etc.

Box 45

395.09 (Q) 01 Questionnaires

395.09 (R) 01 Regional conference records, 1949-1982  
395.09 (R) 02 Research (includes genealogical information)

Box 46

395.09 (S) 01 Sermons  
395.09 (S) 01.01 Sermons : Rhys Williams  
395.09 (S) 01.02 Sermons : Horace Westwood  
395.09 (S) 01.03 Sermons : H. Paul Osborne  
395.09 (S) 01.04 Sermons : Spencer Lavan  
395.09 (S) 01.05 Sermons : George Tolleson  
395.09 (S) 01.06 Sermons : miscellaneous  
395.09 (S) 01.07 Sermons : printed sermons

Box 47

395.09 (S) 02 Sunday school (religious education) records  
395.09 (U) 01 Unitarian Universalist Association material (denominational affairs)

Box 48

395.09 (V) 01 Video recordings (O.I. # 190)

Box 49

395.09 (V) 02 Visitors' registers, 1921-1964

Box 50

395.09 (V) 02 Visitors' registers, 1964-1990

Box 51

395.09 (W) 01 Wayside Pulpit  
395.09 (W) 02 Writings  
395.09 (W) 02.01 Writings : church histories  
395.09 (W) 02.02 Writings : addresses, etc.  
395.09 (W) 02.03 Writings : miscellaneous (articles re Anthony Forster)

Box 52

395.10 *Newsletters, 1946-1969 (O.I. #111)*

Box 53

395.10 Newsletters, 1970-1986 (O.I. #112)

Box 54

395.10 Newsletters, 1987-1996 (O.I. #112A) (includes "The Cast Net" and "The Gateway")

395.11 *Scrapbooks (bound volumes on shelf following Box 54)*

Scrapbook, 1943-1945, of the ministry of Marius M. Nielsen (O.I. # 123)

Scrapbook, 1904-1945 (O.I. # 124)

Scrapbook, 1942-1943 (O.I. # 126)

Scrapbook, 1977-1978, of events during the ministry of George Exoo (O.I. # 143)

Scrapbook, 1980s, of Women's Alliance, including photographs (O.I. # 159)

Scrapbook, 1959-1962, mostly clippings

Scrapbook, 1968-1990, mostly clippings

Binder, 1998, containing videotape of interviews with Prevost, Tarvin/Nelson, and McAllister/Ross family members; and photos.

#### Box 55

##### *395.12 Records of Auxiliary Organizations*

395.12.01 Ladies' Sewing Society Records : series of bound volumes

395.12.01.01 Subscribers account book, 1847-1859

395.12.01.02 List of subscribers. 1859-1912

395.12.01.03 Cash book, 1859-1871

395.12.01.04 Minute book, 1868-1871

395.12.01.05 Membership list and minutes, 1871-1873

395.12.01.06 Membership list and minutes, 1874-1878

395.12.01.07 Membership list and minutes, 1879-1884

#### Box 56

395.12.01.08 Cash book, 1883-1916

395.12.01.09 Membership list and minutes, 1885-1890

395.12.01.10 Membership list and minutes, 1891-1899

395.12.01.11 Membership lists and minutes, 1898-1908 (2 v.)

395.12.01.12 Membership list and minutes, 1909-1920

#### Box 57

395.12.01.13 Cash book, 1912-1920

395.12.01.14 Membership list and minutes, 1920-1925

395.12.02 Ladies' Sewing Society : series of loose records

395.12.02.01 Constitutions and bylaws, 1831; n.d.

395.12.02.02 Correspondence, 1870-1888

395.12.02.03 Miscellaneous, 1871-1961

395.12.02.04 Photocopies of various records

(Note: During the 1920s the name changed to the Women's Alliance of the Unitarian Church)

- 395.12.03 Women's Alliance Records
- 395.12.03.01 Women's Alliance records : series of bound volumes
- 395.12.03.01.01 Minute book, 1931-1933
- 395.12.03.01.02 Cash book, 1933-1953
- 395.12.03.01.03 Membership list and minutes, 1939-1946

Box 58

- 395.12.03.01.04 Membership list and activities, 1947-1949
- 395.12.03.01.05 Minute book, 1956-1972
- 395.12.03.01.06 Cash book and membership list, 1957-1972
- 395.12.03.01.07 President's file, 1957-1964

Box 59

- 395.12.03.01.08 Minute book, 1972-1977
- 395.12.03.01.09 Account book and membership list, 1972-1996
- 395.12.03.02 Women's Alliance records : series of disbound or loose records
- 395.12.03.02.01 Scrapbook, 1886-1961 (includes info on "Helping Hands")
- 395.12.03.02.02 Records, 1920s-1960
- 395.12.03.02.03 Records, 1922-1927
- 395.12.03.02.04 Correspondence, 1930s-1950s
- 395.12.03.02.05 Records, 1960-1969

Box 60

- 395.12.03.02.06 Records, 1970-1974
  - 395.12.03.02.07 Records, 1975-1976
  - 395.12.03.02.08 Records, 1975-1980
- (Note: In early 1981 the name of the Women's Alliance was shortened to Alliance)

- 395.12.04 Alliance Records
- 395.12.04.01 Alliance records : series of loose records
- 395.12.04.01.01 Minutes, 1980-1986
- 395.12.04.01.02 Records, 1980-1988

Box 61

- 395.12.04.01.02 Records, 1980-1988
- 395.12.04.01.03 Treasurer's reports, 1985-1989
- 395.12.04.01.04 Minutes, 1986-1989
- 395.12.04.01.05 Minutes, etc., 1989-1994
- 395.12.04.01.06 Records, 1990-
- 395.12.04.01.07 Minutes, etc., 1995-1997

Box 62

- 395.12.04.02 Alliance records: miscellaneous loose records
- 395.12.04.02.01 Printed histories, 1955
- 395.12.04.02.02 Misc. loose records, 1960-1991
- 395.12.04.02.03 Misc. loose records, 1988-1993

|                 |                                |
|-----------------|--------------------------------|
| 395.12.04.02.04 | Minutes, 1990-1993             |
| 395.12.04.02.05 | Minutes, 1995-1997             |
| 395.12.04.02.06 | Misc. loose records, 1995-1999 |
| 395.12.04.02.07 | Misc. loose records, 1996-1998 |
| 395.12.04.02.08 | Treasurer's reports, 1988-1992 |
| 395.12.04.02.09 | Membership lists               |

### Box 63

|                 |   |
|-----------------|---|
| 395.12.04.03    | Alliance records : "Alliance President Current" files |
| 395.12.04.03.01 | Alliance President Current file : miscellaneous       |
| 395.12.04.03.02 | Annual reports, 1959-1990                             |
| 395.12.04.03.03 | Constitutions   |
| 395.12.04.03.04 | Treasurer's reports, 1968-1989                        |
| 395.12.04.03.05 | Programs, etc.  |
| 395.12.04.03.06 | Correspondence, 1962-1988                             |
| 395.12.04.03.07 | Membership lists                                      |
| 395.12.04.03.08 | Minutes, 1975-1985                                    |

### Box 64

|              |   |
|--------------|---|
| 395.12.05    | Helping Hands Records   |
| 395.12.05.01 | Helping Hands records, 1900-1908 (includes minutes and membership lists)                              |
| 395.12.05.02 | Cash book, membership list, 1906-1932   |
| 395.12.05.03 | Minutes and membership list, 1921-1931  |
| 395.12.06    | Laymen's League Records   |
| 395.12.06.01 | Laymen's League records, 1921-1955  |
| 395.12.06.02 | Minutes, 1943-1946; also, in the same bound volume, accounts, 1894-1897, of the Liberal Church League |

### Card Indexes

(The card files are located following Box 64.)

- Shelf List – the original inventory of the Unitarian archives. Items and/or groups of items were assigned a number. The "original inventory," or O.I. number, is usually noted on the new folders. Some items or groups of items were not part of this original shelf list and therefore have no "O.I." number.
- Chronology File – original inventory arranged by date.
- Catalog A through L – original inventory arranged alphabetically.
- Catalog M through W
- Library Catalog
- Archival Information – cards in two small metal card file boxes marked "Oct. 1993"

### **ACCRUAL (2023.016)**

This accrual was added in 2023 and kept in original order. The folders are marked with the original numbering system as well as the new box and folder numbers.

### BOX 65

- 1 Land records, deeds, plats, and contracts. Some records relate to an annex (1996); a parsonage (1959); church renovations; and the Gateway Walk.
- 2 Land records, deeds, plats, and contracts.
- 3 Records relating to church renovations, including Hurricane Hugo repairs, 1970s-1990s.
- 4 Records relating to church repairs and renovations, 2003-2010.
- 5 Church furnishings and repairs records, 1969-2003.
- 6 Building and property records, 1940s-2000s, including a condition survey of Gage Hall, 1996.
- 7 Contracts and other records relating to the Gage Hall annex, 1990s.
- 8 Records relating to churchyard repairs and maintenance, including the grounds and monuments.
- 9 Sexton records, 1983 and 1987 (contracts).

### BOX 66

- 1 Newsletters, 1972.
- 2 Newsletters, prior to 1990.
- 3 Newsletters, 1990-1991.
- 4 Newsletters, 1992-1993.
- 5 Newsletters, 1994-1995.
- 6 Newsletters, 1996-1997.
- 7 Newsletters, 1997-1998.
- 8 Newsletters, 1998-1999.
- 9 Newsletters, 1999-2000.
- 10 Alliance records, including a constitution and history of the organization.

### BOX 67

- 1 Church bylaws, constitutions, and charter, up to 2000.
- 2 Mission statement, 1991, "Purposes and Goals."
- 3 Correspondence and general material, 1980s-1990s.
- 4 Treasurer's records, 1991-1992.
- 5 Records of contributions and donations.
- 6 Budget records and financial reports, 1980s-1990s.
- 7 Records of wills and bequests.
- 8 Capital campaigns and building loans, 1990s.
- 9 Insurance records, 1980s-1990s.

### BOX 68

- 1 Landmark program records: reports, 1980s-1990s.
- 2 Landmark program records: grant information, 1980s-2000s.
- 3 Landmark program records: records relating to stained glass windows, 1990s.
- 4 Landmark program records: invoices and bills, 1996-1997.
- 5 Landmark program records: records relating to the church organ.
- 6 Landmark program records: proposals for the restoration of Gage Hall, 1994.
- 7 Landmark program records: miscellaneous records, 1990s-2000s.
- 8 Register of marriages, births, baptisms and communicants, 1980s.

- 9 Registers of voting and corporate members, 1980s-1990s
- 10 Minutes of corporate meetings, 1957-2000.
- 11 Information on members.
- 12 Information on friends, 2003.

#### BOX 69

- 1 Records of individual ministers: Franklin Burkhart.
- 2 Records of individual ministers: Jacqueline Collins.
- 3 Records of individual ministers: George Exoo.
- 4 Records of individual ministers: Samuel Gilman.
- 5 Records of individual ministers: Clifton M. Gray.
- 6 Records of individual ministers: Alfred Hobart.
- 7 Records of individual ministers: Isaac Stockton Keith.
- 8 Records of individual ministers: Marius M. Nielson.
- 9 Records of individual ministers: H. Paul Osborne.
- 10 Records of individual ministers: John David Scheyer.
- 11 Records of individual ministers: Thomas H. Smith.
- 12 Records of individual ministers: Ralph Stebbins.
- 13 Records of individual ministers: Rhys Williams.
- 14 Personnel records, 1990s-2000s.
- 15 Guest ministers and Sunday service speakers, 1970s-2000s.

#### BOX 70

- 1 Vestry records: notes on vestry records, 1863-1928.
- 2 Vestry records: prior to 1988-89.
- 3 Vestry records: minutes, 1988-1989.
- 4 Vestry records: minutes, 1989-1990.
- 5 Vestry records: minutes, 1990-1991.
- 6 Vestry records: minutes, 1991-1992.
- 7 Vestry records: minutes, 1992-1993.
- 8 Vestry records: minutes, 1993-1994.
- 9 Vestry records: minutes, 1994-1995.
- 10 Vestry records: minutes, 1995-1996.
- 11 Vestry records: minutes, 1996-1997.
- 12 Vestry records: minutes, 1997-1998.
- 13 Vestry records: minutes, 1998-1999.
- 14 Vestry records: minutes, 1999-2000.
- 15 Vestry records: policies, 2001-2002.
- 16 Vestry records: corporate/annual meeting minutes, 1995-1997.
- 17 Vestry records: correspondence, 1986-2000.

#### BOX 71

- 1 Committee records: miscellaneous records, mostly undated, of various committees including archives, finance, and hospitality.
- 2 Committee records: finance, pulpit, canvass, and building maintenance, 1950s-1960s.
- 3 Committee records: canvass, finance, archives, nominating, 1960-1969.



- 4 Committee records: archives, etc., 1980s.
- 5 Committee records: archives, etc., 1988-1989.
- 6 Committee records: archives, etc., 1989-1990.
- 7 Committee records: canvass, archives, landmark, etc., 1990-1991.
- 8 Committee records: finance, auction, archives, etc., 1991-1992.
- 9 UUA certification reports, 1990-2014.
- 10 Church council and committee chair records, 1973-1990.
- 11 Annual reports, 1964-1992.

#### BOX 72

- 1 Annual reports, 1993-1999.
- 2 Committee records: archives, finance, canvass, landmark, etc., 1992-1993.
- 3 Committee records: landmark, etc., 1993-1994
- 4 Committee records: landmark, etc., 1994-1995.
- 5 Committee records: landmark, archives, etc., 1995-1996.
- 6 Committee records: landmark, etc., 1996-1997.

#### BOX 73

- 1 Committee records: landmark, etc., 1997-1998.
- 2 Committee records: canvass, etc., 1998-1999.
- 3 Church council records, 1993-1999.

#### BOX 74

- 1 Church bulletins (programs), 1989.
- 2 Church bulletins, before 1989.
- 3 Church bulletins, undated.
- 4 Church bulletins, 1990.
- 5 Church bulletins, 1991.
- 6 Church bulletins, 1992-1993.
- 7 Church bulletins, 1994-1995.
- 8 Programs for special services, 1960s-2000s.
- 9 Memorial services programs, 1990s-2000s.

#### BOX 75

- 1 Church bulletins, 1995-1996.
- 2 Church bulletins, 1997.
- 3 Church bulletins, 1997-1998.
- 4 Church bulletins, 1998-1999.
- 5 Church bulletins, 1999-2000.
- 6 Sermons, undated.
- 7 Sermons, 1950s.
- 8 Sermons, 1959-1960.
- 9 Sermons, 1990-1991.
- 10 Sermons, 1991-1992.
- 11 Sermons, 1992-1993.

BOX 76

- 1 Sermons, 1989-1993.
- 2 Sermons, 1993-1994.
- 3 Sermons, 1994-1995.
- 4 Sermons, 1995-1996.
- 5 Sermons, 1996-1997.
- 6 Sermons, 1997-1998.
- 7 Sermons, 1998-1999.
- 8 Sermons, 1999-2000.