



**SHIPPENSBURG HISTORICAL SOCIETY**  
*Alexander Stewart, M.D. House*  
52 West King St, P.O. BOX 539, Shippensburg, PA, 17257

**COLLECTION REGISTER**

Name: **Junior Civic Club / Women's Club**

2010.074.001-5

Material: Papers, Scrapbooks, Ledgers (1940-1999)

Volume: 2.5 linear feet (5 Document Boxes, 58 File Folders); 2.0 linear feet (13 Scrapbooks)

Donation: Gift of Vonnie Ryland, William Thrush, and Lois Bock.

Usage: These materials have been donated without restrictions on usage.

**HISTORICAL NOTE**

The Shippensburg Junior Civic Club was formed as a branch organization of the Shippensburg Senior Civic Club. In January 1940, with the help of Senior Civic Club President Mrs. Charles Thrush and active senior member Mrs. S. Dana Sutliff, eight young women met to organize the Junior Civic Club. No longer referred to as the Junior Civic Club in 2010, the organization is now known as the Shippensburg Women's Club. The Senior Civic Club is currently referred to as the Civic Club.

Ninety-two women organized the Shippensburg Civic Club in the summer of 1911. Their purpose was to "develop the educational, civic and social interest of its members to advance the welfare of the community." In 1915, the Civic Club joined the General Federation of Women's Clubs (GFWC), "an international organization dedicated to community improvement by enhancing the lives of others through volunteer service." Although split from the Senior Civic Club the Junior Civic Club remained a member of the GFWC.

Formed by January 28, 1940, the Junior Civic Club targeted young women in the community and sought to teach them about civic responsibility and womanhood. Women between the ages of 17 and 39 could become members of the Junior Civic Club. When women reached the age of forty, they automatically became members of the Senior Civic Club. The Junior Civic Club opened its membership to all women, whereas the Senior Civic Club invited women to join.

The Junior Civic Club's stated purpose was to serve the Shippensburg community. The women organized several programs to respond to the needs of sick and underprivileged children.

During World War II, the club organized a War Bond drive. As education was major concern, scholarships were created and distributed by the Junior Civic Club. The organization also participated in community events, such as the Shippensburg Fair and the Corn Festival.

In May 1986 the Junior Civic Club changed its name. The club members did not want to be known as “juniors” anymore and the organization changed its name to the Shippensburg Women’s Club. In 1993 the Women’s Club split from the GFWC indefinitely. Members indicated that the organization was not benefiting from the dues it paid to the GFWC.

The Shippensburg Women’s Club continues to operate in the Shippensburg community. Its members indicate that it has not much has changed since split from the GFWC and the name change. The Women’s Club organizes community improvement projects, assists families in need, and provides scholarships for Shippensburg Area High School students. The club also organizes fundraisers to finance their projects and programs.

## COLLECTION DESCRIPTION

The Junior Civic Club/Women’s Club Papers are housed in 5 document boxes, 58 folders, and contain 13 scrapbooks. The materials are separated into nine categories: Organizational Records, Membership, Scripts, Programs & Events, Newspaper Clippings, Ephemera, Publications, Financial Records, and Scrapbooks. The materials in the collection range in date from 1940 to 1999.

Arranged chronologically, the Organizational Records include club minutes, president’s agendas and notes, and a history of the Junior Civic Club. The materials are housed in found in five ledgers and twenty two folders. These materials detail the evolution of the Junior Civic Club/Women’s Club from 1940 to 1987. The minute books and folders contain information discussed at general member gatherings as well as executive board meetings. Also contained in Organizational Records series are presidential agendas and notes prepared by the executive officer of the Junior Civic Club from 1986-1987. Housed in two folders, the agendas and notes are separated by year and arranged by month. During this time, Trudy Collier and Eloise Basehoar served as President of the Junior Civic Club. A manuscript, *History of the Shippensburg Junior Civic Club*, is placed in a separate folder in the series and discusses changes in the organization from 1940-1957.

The Membership materials are arranged chronologically and primarily consist of materials given to and/or used by club members. The membership packets are housed in 11 folders. Presumably the packets were given to club members every year and contain information about the club, upcoming programs and events, a membership list, budget, etc. These membership folders belonged to Eloise Basehoar and range in date from 1980-1993. The newsletters were removed from the membership packets because a complete set of newsletters can be found in the Newsletter section of this collection. The Phone Chain has the contact information for various members of the club. A sign-in book was used to determine which members were present at meetings, as members and their guests were required to sign in at events and meetings.

The Skits are arranged alphabetically by title into four folders. Each folder contains a script for a small play that club members have written and/or performed.

The materials in the Programs and Events grouping are separated into two folders. One folder contains a blank sign-up sheet for participation in the Teddy Bear Festival. The other

houses a program and place card for Mrs. Charles Thrush from the club's 25<sup>th</sup> Anniversary in 1965.

The Newspaper Clippings are housed in one folder and are organized chronologically. The clippings contain photographs of club members at key events, including 10<sup>th</sup> and 40<sup>th</sup> Anniversaries (1950 and 1980) and new officer installation (1976).

The Ephemera materials are separated into three folders. The first folder contains one postcard printed in 1970, which features a collage of historic buildings and areas in Shippensburg. Featured on the postcard is an image of the Junior Civic Club's headquarters, the Old Courthouse. The second folder contains two brochures: one a map to historic places and properties in Pennsylvania and another is a brochure advertising the appeals of living in Shippensburg. The third folder houses a handout about the history of the Old Court House, headquarters of the Senior and Junior Civic Club.

The Publications category contains two types of materials, Newsletters and Yearbooks, and is arranged in chronological order by year. Mailed to members once a year, the yearbooks range from 1942-1946. Delivered to members each year, the yearbooks contain general information about the club and important dates. Mailed to members on a monthly basis for 6 months of the year, the newsletters include information about agendas, goals, and upcoming events. The newsletters span the years from 1959 to 1993.

The Financial Records consist of Operating Ledgers, Committee Budget Books, and materials from the Shippensburg Fair. The materials are arranged chronologically and contain information about club finances from 1966 to 1996. The Operating Ledgers span the years of 1966-1988, the Committee Budget books span 1967-1989, and the Shippensburg Fair materials range from 1970-1996.

The Scrapbooks are arranged chronologically and contain newspaper clippings, photographs, and programs conducted by the Junior Civic Club and Women's Club. The "For the President's Log Book" folder contains materials that were to be added to the 1985-1986 scrapbook.

## COLLECTION INVENTORY

### **BOX 1 – 2010.074.001**

#### ORGANIZATIONAL RECORDS

- Minute Book – 1940-1946
- Minute Book – 1946-1953
- Minute Book – 1953-1959
- Minute Book – 1959-1964
- Minute Book – 1964-1970

#### MEMBERSHIP

- Membership & Guest Sign-in Book – 1969-1982

### **BOX 2 – 2010.074.002**

#### ORGANIZATIONAL RECORDS

- Folder 01) Minutes – 1971
- Folder 02) Minutes – 1972
- Folder 03) Minutes – 1973

Folder 04) Minutes – 1974  
 Folder 05) Minutes – 1975  
 Folder 06) Minutes – 1976  
 Folder 07) Minutes – 1977  
 Folder 08) Minutes – 1978  
 Folder 09) Minutes – 1979  
 Folder 10) Minutes – 1980  
 Folder 11) Minutes – 1981  
 Folder 12) Minutes – 1982  
 Folder 13) Minutes – 1983  
 Folder 14) Minutes – 1984  
 Folder 15) Minutes – 1985  
 Folder 16) Minutes – 1986  
 Folder 17) Minutes – 1987  
 Folder 18) Presidents' Agendas and Notes– 1986

**BOX 3 – 2010.074.003**

**ORGANIZATIONAL RECORDS**

Folder 19) Presidents' Agendas and Notes – 1987  
 Folder 20) “History of the Junior Civic Club” manuscript  
 Folder 21) “50<sup>th</sup> Anniversary” manuscript – 1990

**MEMBERSHIP**

Folder 22) Packet – 1980-1981  
 Folder 23) Packet – 1981-1982  
 Folder 24) Packet – 1982-1983  
 Folder 25) Packet – 1984-1985  
 Folder 26) Packet – 1985-1986  
 Folder 27) Packet – 1986-1987  
 Folder 28) Packet – 1987-1988  
 Folder 29) Packet – 1988-1989  
 Folder 30) Packet – 1990-1991  
 Folder 31) Packet – 1991-1992  
 Folder 32) Packet – 1992-1993  
 Folder 33) Phone Chain – Undated

**SCRIPTS**

Folder 34) “Call Me Madame President” – Undated  
 Folder 35) “Dance, Dance, Dance” – Undated  
 Folder 36) “Parliamentary Do's and Don'ts” – Undated  
 Folder 37) “Put It in the Budget” – Undated

**PROGRAMS AND EVENTS**

Folder 38) Teddy Bear Festival – Undated  
 Folder 39) 25<sup>th</sup> Anniversary Program – 1965  
 Place card for Mrs. Charles Thrush

**NEWSPAPER CLIPPINGS**

Folder 40) “At Tenth Birthday Party” – Feb. 17, 1950

“New Junior Civic Club officers receive carnations at installation”  
– May 21, 1976  
“Past Presidents” – 1980

#### EPHEMERA

Folder 41) Shippensburg 1730-1970 Souvenir Postcard  
Folder 42) “The Pennsylvania Trail of History” brochure  
“Shippensburg, Pennsylvania” brochure  
Folder 43) “Courthouse History” handout

#### SCRAPBOOKS

For President’s Log Book – 1985-1986

Folder 44) Loose Materials, Photographs  
Folder 45) Loose Materials, Newspaper Clippings  
Folder 46) “Call Me Madame President” Script

#### FINANCIAL RECORDS

Folder 47) Shippensburg Fair – 1970-1979  
Folder 48) Shippensburg Fair – 1980-1989  
Folder 49) Shippensburg Fair – 1990-1996

### **BOX 4 – 2010.074.004**

#### PUBLICATIONS

Folder 50) Yearbooks – September 1942-May 1946  
Folder 51) Newsletters – 1959-1960  
Folder 52) Newsletters – 1960-1964  
Folder 53) Newsletters – 1965-1969  
Folder 54) Newsletters – 1970-1974  
Folder 55) Newsletters – 1975-1979  
Folder 56) Newsletters – 1980-1984  
Folder 57) Newsletters – 1985-1990  
Folder 58) Newsletters – 1991-1993

### **BOX 5 – 2010.074.005**

#### FINANCIAL RECORDS

Operating Ledger – 1966-1982  
Operating Ledger – 1982-1988  
Committee Budget Book – 1967-1970  
Committee Budget Book – 1970-1973  
Committee Budget Book – 1973-1975  
Committee Budget Book – 1975-1980  
Committee Budget Book – 1980-1989

### OVERSIZE COLLECTIONS

#### **OC 2010.074**

#### SCRAPBOOKS

1940-1941  
1947-1949

1959-1960  
1960-1961  
1961-1962  
1962-1963  
1963-1964  
1964-1965  
1967-1968  
1969-1970  
1976-1977  
1977-1978  
1993-1999

Collection processed by Jerame Smith, August 2010.