The Grace Hospital Women's Auxiliary Collection
Papers, 1939-1983
(Predominantly, 1942-1977)

5 linear feet

Accession Number
LR002645

The papers of the Women's Auxiliary were placed in the Archives of Labor and Urban Affairs in January, 1988 as part of the Grace Hospital Collection, and opened for research in December, 1994.

The Women's Auxiliary was formed in 1939, by retired nurses in order to promote Grace Hospital and to conduct charitable work. It was incorporated in November, 1942. The group was extended to women who expressed a sincere desire to promote the hospital. In 1978, the by-laws were changed to allow men to join the auxiliary.

The work of the auxiliary has spanned from sewing projects during World War II to the management of the Grace Hospital Diabetic Camp for children. Throughout its history, the auxiliary has contributed over $68,000 to nursing scholarships and continue to present $7500 each year as well as funding for continuing nursing education. The auxiliary engages in many charitable activities and is very active in fundraising for the hospital.

The papers of the Women's Auxiliary are predominantly meeting minutes. Records were also kept on the finances of the gift shops and on the volunteer hours of the members.

Important subjects covered in the collection are:

- Diabetic camps for children
- Hospitals-History
- Voluntarism
- Women-Societies and clubs
- Women volunteers in social service

Among the important correspondents are:

- Mrs. Mado Lie
- Dr. Frederick Hyde
- Mrs. Georgie Stiefel
- Dr. George Cartwell
- Dr. Roger Debusk

An index to subjects and correspondents will be found on p. 9.
Contents

10 manuscript boxes

Series I, Administrative files of Women's Auxiliary, 1939-1983, Boxes 1-8:
Auditor reports, by-laws, financial reports, incorporation documentation,
membership lists, minutes of Board, Regular and Special meetings, newspaper
clippings, nursing support report, procedures, volunteer hour reports,
yearbooks.

Series II, Correspondence, Flyers, Invitations, Newsletters, and Newspaper
clippings, 1940-1980, Box 8-9:
Correspondence to and from various organization leaders. Flyers of many of
the Auxiliary activities. Invitations to conferences and meetings.
Newsletters from American Hospital Association, Grace Hospital, and the
Michigan Association of Hospital Auxiliaries. Newspaper clippings provide
valuable information on the social and cultural context that the Auxiliary
has existed in. Newspaper photos also allow the researcher to associate the
person with the work being accomplished in the Auxiliary.

Series III, Special Projects, 1940-1979, Box 9-10:
Subseries A: Administrative files of Diabetic Children's Camp, 1940-1953, Box
9-10, correspondences, camper lists, financial reports, and nurse's log.
Subseries B: Chapel Fund, 1961-1979, Box 10, construction plans,
correspondences, dedication program, donation letters, financial
reports, and tax statements regarding fund-raising and building of
the Northwest Unit Chapel.

Non-manuscript materials: 10 photographs from the Diabetic Children's Camp and 3
photographs from the general collection have been placed in the Archives
Audio Visual Collection. Three pieces of hand-blown stain glass from the
Northwest Unit Chapel have been placed in the Archives Audio Visual
Collection.
Series I
Administrative files of Women's Auxiliary, 1939-1983
Boxes 1-9


**By-laws**, 1941, 1967-1978. Printed by-laws and amendments showing the changes in the structure and goals of the organization. For by-laws from 1942-1960 see the appropriate yearbook.


**Incorporation documentation**, 1942-1974. These papers are concerned with the legal process of establishing a non-profit organization. Included are articles, annual reports, banking agreements, rulings of the I.R.S., and tax reports.

**Membership lists**, c.1940-1981. Directory and membership list information. More complete information on membership is found in some of the yearbooks.

**Minutes of Regular, Board and Special meetings**, 1942-1979. Minutes and reports for meetings held September to June. Annual meetings are held in June where reports from various committees and chairwomen are delivered. The Historian's report is very useful for a narrative history of the organization's activities. A Special Meeting is usually held after the Annual Meeting in June with the newly appointed officers presiding before recessing for the summer. There are no minutes for June, 1964-June, 1966.

**Nursing support report** 1941-1979. This report was compiled to detail the financial support given to the Grace Hospital Nursing Association in the way of scholarships, donations and equipment.

**Procedures**, 1965-1977. These procedures outline the responsibilities of the volunteers in the Gift Shops, Surgical Lounges and other areas.

**Volunteer hour reports**, 1963-1977. Reports from the Central and Northwest Unit Gift Shops, Service Carts, and Surgical Lounges. These reports are a mixture of monthly accountings and listings of specific volunteers and their hours. Reports on volunteer hours are also found in the annual meeting minutes.

**Yearbooks**, 1946-1983. Yearbooks include membership lists, officer and committee personnel, and a calendar of the year's events. Some yearbooks lists all the past presidents of the Auxiliary and contain the organizations by-laws.
Series I

Box 1

1. Auditor Reports, 1939-1949
2. Auditor Reports, 1950-1959
3. Auditor Reports, 1965-1975

Box 2

3. Financial Reports: Treasurer Reports, 1939-1942
12. Incorporation documentation: articles, annual reports
13. Incorporation documentation: banking agreements, rulings, tax statements
14. Membership lists, c. 1940-1981
15. Minutes of Regular, Board and Special meetings, 1942-1943
16. Minutes of Regular, Board and Special meetings, 1943-1944
17. Minutes of Regular, Board and Special meetings, 1944-1945

Box 3

1. Minutes of Regular, Board and Special meetings, 1945-1946
2. Minutes of Regular, Board and Special meetings, 1946-1947
3. Minutes of Regular, Board and Special meetings, 1947-1948
4. Minutes of Regular, Board and Special meetings, 1948-1949
5. Minutes of Regular, Board and Special meetings, 1949-1950
6. Minutes of Regular, Board and Special meetings, 1950-1951
7. Minutes of Regular, Board and Special meetings, 1951-1952
8. Minutes of Regular, Board and Special meetings, 1952-1953
9. Minutes of Regular, Board and Special meetings, 1953-1954
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Box 4

1. Minutes of Regular, Board and Special meetings, 1954-1955
2. Minutes of Regular, Board and Special meetings, 1955-1956
3. Minutes of Regular, Board and Special meetings, 1956-1957
4. Minutes of Regular, Board and Special meetings, 1957-1958
5. Minutes of Regular, Board and Special meetings, 1958-1959
6. Minutes of Regular, Board and Special meetings, 1959-1960
7. Minutes of Regular, Board and Special meetings, 1960-1961

Box 5

1. Minutes of Regular, Board and Special meetings, 1961-1962
2. Minutes of Regular, Board and Special meetings, 1962-1963
3. Minutes of Regular, Board and Special meetings, 1963-1964
   Minutes of Regular, Board and Special meetings, 1964-1966*
4. Minutes of Regular, Board and Special meetings, 6/1966
5. Minutes of Regular, Board and Special meetings, 1966-1967
6. Minutes of Regular, Board and Special meetings, 1967-1968
7. Minutes of Regular, Board and Special meetings, 1968-1969
   * no minutes available

Box 6

1. Minutes of Regular, Board and Special meetings, 1969-1970
2. Minutes of Regular, Board and Special meetings, 1970-1971
3. Minutes of Regular, Board and Special meetings, 1971-1972
4. Minutes of Regular, Board and Special meetings, 1972-1973
5. Minutes of Regular, Board and Special meetings, 1973-1974
6. Minutes of Regular, Board and Special meetings, 1974-1975
7. Minutes of Regular, Board and Special meetings, 1975-1976
8. Minutes of Regular, Board and Special meetings, 1976-1977
9. Minutes of Regular, Board and Special meetings, 1977-1978
10. Minutes of Regular, Board and Special meetings, 1978-1979
Series I, cont.

Box 7

1. Nursing support report, 1941-1979
4. Volunteer hours reports: Central Gift Shop, 1970-1973
5. Volunteer hours reports: Central Gift Shop, Record of Hours General Report
7. Volunteer hours reports: Central Service Cart, Record of Hours Gen. Report
8. Volunteer hours reports: Central Surgical Lounge, 1965-1967
10. Volunteer hours reports: Central Surgical Lounge, 1970-1973
11. Volunteer hours reports: Central Surgical Lounge, Record of Hours Gen. Report
12. Volunteer hours reports: Central Surgical Lounge, Record of Hours Gen. Rept.
15. Volunteer hours reports: Northwest Gift Shop, Record of Hours Gen. Report

Box 8

1. Volunteer hours reports: Combined Reports, Directories, 1968-1977
2. Yearbook, 1946-1956
5. Yearbook, 1979-1983
Correspondence between various organization leaders over the years dealing with changes in the Auxiliaries goals and developments within Grace Hospital as a whole. A few "Thank You" notes for the many services performed by the Auxiliary have been preserved to show the relationship maintained with the community.

Flyers illustrate some of the many activities of the Auxiliary. The Auxiliary was invited to several regional and local conferences annually.

Newsletters from American Hospital Association, Grace Hospital, and the Michigan Association of Hospital Auxiliaries show the interests and professional supports available to the Auxiliary as well as the standards that were expected.

Due to deterioration, copies of the newspaper clippings have been placed in the collection. Their value is not for primary information but for social context and ready reference to photographs. The clippings are of social and fundraising events that show the position of the Auxiliary in the community.

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7. Correspondence, 1940-1957
8. Correspondence, 1958-1967
10. Correspondence, 1971-1975
11. Correspondence, 1976-1977

Box 9

1. Correspondence, 1978
2. Correspondence, 1979-1980
3. Correspondence, misc. personal notes
5. Invitations to Conferences and Meetings
7. Newsletters: Various outside organizations
8. Newspaper clippings, c.1940-1942
9. Newspaper clippings, c.1943
10. Newspaper clippings, c.1944
11. Newspaper clippings, c.1945-1947
12. Newspaper clippings, c.1948-1951
13. Newspaper clippings, c.1952-1955
14. Newspaper clippings, c.1956-1957
15. Newspaper clippings, c.1958-1960
Files relating to the special projects of the Women's Auxiliary. This series is divided into the following two subseries:

Subseries A: Administrative files of Diabetic Children's Camp, 1940-1953, Box 9-10

- Children lists, committee reports, correspondences, financial reports, nurse's log, organizational files, copies of photographs* and publications from the Diabetic Children's Camp run by the Auxiliary from 1927 to 1949. The Auxiliary also held Christmas parties for diabetic children in the Metropolitan area. The camp was discontinued to concentrate the Auxiliary's efforts more on the hospital needs.
- *original photographs are in the Audio-Visual Collection

Subseries B: Chapel Fund, 1961-1979, Box 10

- Construction plans, correspondences, dedication program, donation letters, financial reports, invoices, and tax statements regarding the fund-raising and building of the Northwest Unit Chapel.

Subseries A: Administrative files of Diabetic Children's Camp, 1940-1953

Box 9

17. Diabetic Camp: Children lists, 1947-1950
18. Diabetic Camp: Children lists, 1951-1952
19. Diabetic Camp: committee reports, 1945-1953
21. Diabetic Camp: financial reports, 1940-1950

Box 10

1. Diabetic Camp: invoices, 1947-1952
2. Diabetic Camp: nurse's log, 1946-1949
3. Diabetic Camp: organizational papers, 1940-1950
4. Diabetic Camp: copies of photographs
5. Diabetic Camp: publications

Subseries B: Chapel Fund, 1961-1979

6. Chapel fund: construction plan
8. Chapel fund: dedication program, 1966
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