Guide to the Twentieth Century Club of Berkeley Records, 1904-1990

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Note
History --History, California --History, Bay AreaGeographical (By Place) --California --Bay Area
Guide to the Twentieth Century Club of Berkeley Records, 1904-1990

Collection number: BANC MSS 90/55 c

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Processed by:
The Bancroft Library staff
Date Completed:
January 1997
Encoded by:
James Ryan

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Collection Summary
Collection Title: Twentieth Century Club of Berkeley Records,
Date (inclusive): 1904-1990
Collection Number: BANC MSS 90/55 c
Origination: Twentieth Century Club of Berkeley, 1904-1990
Extent: Number of containers: 6 cartons, 2 boxes, 7 volumes, 6 oversize folders
Linear feet: 9
Repository: The Bancroft Library.
Berkeley, California 94720-6000
Physical Location: For current information on the location of these materials, please consult the Library's online catalog.
Abstract: The records of the Twentieth Century Club of Berkeley span the entire life of this women's club, from its organization in 1904 through its dissolution in 1989. These consist of the official records, including founding documents, minutes, and legal and financial records, as well as files kept by the club's presidents and other officials. Also included are the files kept by members who served as chairs of the various sections and committees which were responsible for monthly programs. The history and activities of the Twentieth Century Club are most extensively documented in their annual scrapbooks.
Languages Represented: English
Access
Collection is open for research.
The Twentieth Century Club of Berkeley was founded on December 13, 1904 by Mrs. H. N. Baldwin, a newcomer to Berkeley who had long enjoyed the experiences of club life in Los Angeles and Pasadena. Recognizing that the one women's club in Berkeley was insufficient to meet the needs of this growing community, she invited to her home a few friends, including Mrs. Annie Little Barry, Mrs. Julia B. Foster, Mrs. Carrie B. Rice, Mrs. Henry W. Taylor, Mrs. L. V. Sweesy, Mrs. William Caldwell, and Mrs. E. L. Campbell, and presented her idea to form a new organization.

On Tuesday, December 6th, a meeting of representative women had been called to order by Mrs. Baldwin, Mrs. Barry was made temporary chairman, and the women present voted enthusiastically to organize a new club. At their next meeting, officers were elected and a constitution, by-laws, and the name, suggested by Mrs. Rice, were adopted. By January 6, 1905, the charter was closed with 129 names on the roll, and as their stated objective, the "advancement in all lines of general culture and the creation of a greater interest in whatever is for the good of the community".

Mrs. Barry, who had years of administrative experience with the Women's Christian Temperance Union and other women's clubs, served as President from 1904 to 1907. During these first three years, she led the club in affiliation with the California and Alameda District Federations of Women's Clubs in June 1905, and in its own incorporation as a non-profit organization on April 23, 1907. Working closely with Mrs. Baldwin, who had experience in club management and finance, the Twentieth Century Club flourished.

From 1904 to 1913, their meetings were held at the Town and Gown Clubhouse, the Hillside Club, and Unity Hall. With the goal of someday having their own clubhouse, members sold "bricks" to raise money for the purchase of a lot in Elmhurst Park, at the N.E. corner of College and Ashby Avenues. When it became clear that this area would become a business district, the lot was sold (in 1912 or 13) to American Trust Bank (which later merged with Wells Fargo Bank, whose branch still stands on that corner).

In its stead, a deed to property at 2716 Derby Street was acquired from Mary S. and George W. Haight. On September 30, 1912, ownership was recorded to the Twentieth Century Home Association, incorporated just five days earlier to sell stock to raise money for a clubhouse. Other fund-raising efforts included publication of an edition of the Berkeley Gazette in December 1910 and the Twentieth Century Club Cookbook, as well as the hosting of theater and card parties. With a bank loan of $17,000, the club house was built and opened on October 21, 1913. On December 20, 1920, the Twentieth Century Home Association deeded both the property and clubhouse to the Twentieth Century Club of Berkeley. In 1910, club historian, Mrs. H. H. Dobbins, summarized their aims more clearly by defining what they were not: "We are not a civic club, ... not a neighborhood improvement club, not a mother's club, ... nor are we distinctly a literary club." She went on to explain, "To find and foster the best in every member, to develop the hidden talents, to furnish a stimulus to continuous intellectual progress to provide a happy and satisfying social life for our membership, to express always the virtues of helpfulness and friendliness, and the grace of hospitality --these are some of our aims."

These aims were perhaps best carried out through the members' association together in their section and committee work. Sections, of which there were as many as nine at one time, included Parliamentary, Public Speaking, Drama, Art and Travel, Home and Garden, Music, Writers, Browning, Shakespeare, Aesthetic Gymnastics, Mandolin and Guitar, Current Events, Home Economics, Book Review, Bible, Spanish, and French. Meetings were held at 2:30 pm on the first and third Tuesdays of each month, except June, July, and August. One meeting each month was devoted to business and a monthly program, the other was a luncheon followed by bridge.

The club's philanthropic work included establishing a "Linen Loan Chest" for the sick, hosting Christmas parties for needy children, and distributing clothing to the needy, and fruit and flowers to shut-ins whose names were provided by the Berkeley Visiting Nurses. Since 1915, when the club joined and helped with founding the Berkeley Branch of the National Needlework Guild, they contributed the use of their new clubhouse as its headquarters. Other subscriptions during the early
days of their formation included Travelers Aid, Boy Scouts, Alameda County Tuberculosis Society, National Child Labor Committee, Tuskegee Institute, Save the Redwoods, Red Cross, Mobilized Women, Y.M.C.A., Y.W.C.A., and Berkeley Community Council. Club members also supported a $200 scholarship for a woman student at the University of California, Berkeley and contributed to the endowment fund of Mills College when it was the only women's college in the West.

During World Wars I and II, Red Cross units were established at the clubhouse for preparing surgical dressings, knitting, and Red Cross and relief sewing, in addition to contributing to the War Service Fund, purchasing equipment and beds, and providing Christmas packages to soldiers. In addition to their on-going support of the War Victory Commission and the Armenian Committee for Near East Relief, club members adopted two French orphan boys.

In the 1970s, with many of its once active members deceased, resigned, or unable to attend regular meetings, the club struggled with the many issues concerning their future. In 1973 members had voted to sell their clubhouse; they continued to hold monthly meetings at the Berkeley City Club until 1989, when the Twentieth Century Club was officially dissolved.


Scope and Content
The records of the Twentieth Century Club of Berkeley, 1904-1990, span the entire life of this women's club, from its organization in December 1904 through its dissolution in 1989. These consist of the official records of the club, including founding documents, minutes, and legal and financial records, as well as files kept by the club's presidents and other officers. Also included are the files kept by members who served as chairs of the various sections and committees which were responsible for monthly programs. The history and activities of the Twentieth Century Club are most extensively documented in their annual scrapbooks.

The Twentieth Century Club actively supported women in the pursuit of their many interests and served as a major contributor to service agencies in the East Bay. Their records will be a resource for scholars interested in cultural development, community service, and the history of women's organizations in this century.

<table>
<thead>
<tr>
<th>Carton 1, folders 1-2; Oversize folder 6</th>
</tr>
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<tbody>
<tr>
<td><strong>SERIES 1: ASSOCIATION RECORDS, 1907-1964.</strong></td>
</tr>
<tr>
<td><strong>Scope and Content Note</strong></td>
</tr>
<tr>
<td>Organizational papers, including constitution, by-laws, and certificate of incorporation.</td>
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<thead>
<tr>
<th>Ctn. 1, folder 1</th>
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<tbody>
<tr>
<td><strong>Constitution and by-laws (typescript) Aug. 1919</strong></td>
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<tr>
<td><strong>Constitution and by-laws, with proposed changes (typescript) 1932-64</strong></td>
</tr>
<tr>
<td><strong>Certificate of incorporation, State of California April 23, 1907</strong></td>
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<tbody>
<tr>
<td><strong>Scope and Content Note</strong></td>
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<td>Arranged chronologically.</td>
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<tr>
<th>Ctn. 1, folder 3</th>
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<tbody>
<tr>
<td><strong>Regular/Business, Nov. 5, 1912 - May 4, 1915 1912-15</strong></td>
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<tr>
<td><strong>Board of Directors, Feb. 19, 1913 - Sept. 3, 1915 1913-15</strong></td>
</tr>
<tr>
<td><strong>Executive Board, Board of Directors, and Regular/Business, May 13, 1915 - May 9, 1916 1915-16</strong></td>
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<tr>
<td><strong>Executive Board, Board of Directors, and Regular/Business, May 15, 1916 - May 29, 1917 1916-17</strong></td>
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<tr>
<td><strong>Board of Directors and Regular/Business, June 1, 1917 - May 7, 1918 1917-18</strong></td>
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folder 46
folder 47
Executive Board and Business, June 4, 1982 - May 3, 1983 1982-83
folder 48
Executive Board and Business, Sept. 6, 1983 - May 1, 1984 1983-84
folder 49
Executive Board and Business, June 19, 1984 - Jan. 15, 1985 1984-85
folder 50


Scope and Content Note
Arrangement
Divided into 3 sub-series: General Files, Agendas for Meetings, and Business Files.
Contains the personal files created by various (though not all) club presidents. Includes lists of duties and business records which were kept and passed along by each President, as well as annotated copies of meeting agendas prepared by the President, notes, and some correspondence.

GENERAL FILES, 1956-1972
Ctn. 2, folder 51
Duties of Board Members and Officers [1963?-]72
"President's Information" 1956-69, n.d.
folder 52

AGENDAS FOR MEETINGS, 1951-1984
Ctn. 2, folder 53-54
\([Executive] Board and Business 1951-58\)
ctn. 3, folder 1-13
Executive Board and Business 1962-70
Executive Board and Business 1970-84

BUSINESS FILES, 1924-1982
Ctn. 3, folder 14
Property Insurance 1924-69
folder 15
Leggett Insurance Company 1955-71
folder 16
Liability Insurance 1973-82
folder 17
Tax exempt status 1955-68
folder 18-19
Tax exempt status 1971-81
folder 20
County tax assessment 1967-74
Carton 3, folders 21-40

Scope and Content Note
Divided into 3 sub-series: Corresponding Secretary and Recording Secretary's Files, Financial Secretary's Files, and Treasurer's Files. Together with the President, the secretaries and treasurer were responsible for managing the business and finances of the club. Variations in record keeping practices over the years is most obvious here.

CORRESPONDING SECRETARY AND RECORDING SECRETARY'S FILES, 1968-1988
Ctn. 3, folder 21
Reports 1968-73; 1983
folder 22
Incoming correspondence 1971/72-1972/73
folder 23
Incoming correspondence 1984-88, n.d.
folder 24
Notebook [of Corresponding Secretary] 1971-76

FINANCIAL [SECRETARY'S] FILES, 1938-1984
Ctn. 3, folder 25
Reports June 1938-April 1940
folder 26-27
Reports June 1949-64
folder 28
Membership reports 1960-84, n.d.
FINANCIAL [SECRETARY'S] FILES, 1938-1984

folder 29 Yearly budgets/proposed budgets 1942/43-1983/84
folder 30 Yearly audit reports Feb. 1921; 1954-83

TREASURER'S FILES, 1940-1989

Ctn. 3, folder 31 Annual reports 1940-43
folder 32-40 Monthly reports 1951-89
Carton 3, folders 41-55; Carton 4, folders 1-12; Oversize folder 5
Scope and Content Note
The social and charitable activities of the club are reflected in these minutes and reports, prepared by the chairs.


Ctn. 3, folder 41 Reports of Chairmen for Programs and Special Programs (including 1st Vice President as Acting Program Chair) 1953; 1960-84
folder 42 Instructions for Monthly Chairmen 1951-83, n.d.
folder 43 Reports of Chairmen of the Month 1952-74, n.d.
folder 44 Reports of Tea Program 1957-84
folder 45 Reports of Chairmen for Hospitality Committee and Courtesy Committee 1962-63; 1966-84
folder 46 Finance Committee for Investing 1978-79
folder 47 Standing Rules of Membership Committee 1915
folder 48 Minutes of Membership Committee 1909-16
folder 49 Minutes of Membership Committee 1920-29
folder 50 Reports of Membership Committee 1919; 1963-84
folder 51 Reports of Memorial Gift Committee 1969-71
folder 52 Reports of Nominating Committee 1920; 1957-84
folder 53 Press Committee releases 1967-73
Ctn. 4, folder 1 Reports of Social Service Committee 1951-52; 1972-75
oversize Oversize, "Berkeley's War Work", published report compiled by the Mobilized Women's Organizations of Berkeley 1917
folder 5 A Reports of Christmas Tree Fund, Needlework Guild, and Red Cross Carnival 1919-21; 1952
folder 2 Reports of Red Cross Sewing Group 1963-83
folder 4 Reports of Second Vice President as General Chairman of Sections and Section Reports 1962-84
folder 5 Current Events Section announcement 1920
folder 6-10 Home, Arts & Travel Section program planning 1970-80
folder 11 Interpretation of Modern Dance Section, petition for organization of section Jan. 1921
folder 12 Parliamentary Section minutes 1913
Carton 4, folders 13-30; Oversize folders 1 B, 2 B, 3 A, and 4 C


Scope and Content Note
Arrangement
Divided into 3 sub-series: Records of House Chairman, General Files, and Rental Chairman's Files.
Contains lists of duties, instructions, and information for the chairs concerned with club property, including rentals. Contains appraisals and inventories of clubhouse furnishings, as well as blueprints and other records relating to construction and remodeling. For related property records, see also Series 9: Legal and Financial Records.

GENERAL FILES, 1913-1989

Guide to the Twentieth Century
Club of Berkeley Records, 1904-1990
GENERAL FILES, 1913-1989

 creamy 4, folder 13
folder 14
folder 15
folder 16
folder 17-18
folder 19
folder 20
folder 21
folder 22
folder 23
oversize Oversize, folder 1 B
oversize Oversize, folder 2 B
oversize Oversize, folder 3 A
oversize Oversize, folder 4 C

Information, including services, supplies, and rules for rentals 1966-68, n.d.
Reports 1960-77
Inventory of furnishings [Nov. 1923]
Appraisal and inventory of furnishings 1964-89, n.d.
Custodian's job description and information 1953-66
Custodians' employment agreement 1958-67
Roof 1953-64
Building repairs 1954-64
Kitchen remodel 1963
Revised Blueprints for Twentieth Century 1913
Club Clubhouse
Drawing for Main Hall, first floor n.d.
Detail Drawings for dishwashing stations, cases, etc. Aug. 1963

RENTAL CHAIRMAN'S FILES, 1955-1974

Ctn. 4, folder 24
folder 25-26
folder 27
folder 28
folder 29
folder 30
Carton 4, folders 31-48

Duties, instructions, rate schedules, and forms 1955-[73]
Monthly reports 1955-74
Rental Contracts:
The California New England Association 1961-66
The Home Club 1961-73
The Northbrae Woman's Club 1961-73
The University of California Mother's Club 1961-69


Scope and Content Note
Contains rosters of new, as well as resigned or deceased members; from 1955 through 1988, these include records of dues payments. Also includes records of votes taken on the proposed sale of the property in 1971 and 1973, and the 1982 survey regarding dissolution.

Ctn. 4,
folder 31-32
folder 33
folder 34
folder 35-36
folder 37-38
folder 39-40
folder 41
folder 42-43
folder 44-45
folder 46
folder 47
folder 48

Membership directory 1918; [1920-21]
Roster of resigned and deceased members; roster of newly-elected members June 1, 1967; 1916-60
Changes in membership 1929-31
Membership roster and dues payments, A-Z 1955-60
Membership roster and dues payments, A-Z 1960-65
Membership roster and dues payments, A-Z 1965-88
Members resigned/deceased since 1967 1983
Members resigned/deceased since 1983 [1988]
Vote taken on sale of 2716 Derby St., Berkeley 1971
Membership poll and report relating to sale of property March 1973
Membership survey 1982

Guide to the Twentieth Century
Club of Berkeley Records,
1904-1990
### Guide to the Twentieth Century Club of Berkeley Records, 1904-1990


**Scope and Content Note**

**Arrangement**

Divided into 4 sub-series: Newsletter, Scrapbooks, Club Histories, and Miscellaneous.

Contains an incomplete set of monthly newsletters, annual scrapbooks, several club histories, and miscellaneous ephemera, including menus, programs, song sheets, a script for a pageant, installation ceremonies, and miscellaneous clippings relating to the club.

The scrapbooks or “Log Books” are the most complete record reflecting club activities, and contain bulletins, programs, newspaper clippings, and other printed material, including copies of the constitution and by-laws, menus, membership invitations, guest cards, calling cards, membership cards, announcements, and other memorabilia, along with some section and committee reports and mounted photographs.

#### NEWSLETTERS, 1912-1984

<table>
<thead>
<tr>
<th>Box, Folder</th>
<th>Bulletins</th>
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<tbody>
<tr>
<td>1, 1-3</td>
<td>1912-21</td>
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<tr>
<td>4-5</td>
<td>1932, 1937-38</td>
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<tr>
<td>6</td>
<td>1941</td>
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<tr>
<td>7-9</td>
<td>1946-52</td>
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<td>10-32</td>
<td>1962-84</td>
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#### SCRAPBOOKS, 1904-1975

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<th>Volume</th>
<th>Log Book</th>
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<tr>
<td>1</td>
<td>1904-13</td>
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<td>1913-22</td>
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<td>3</td>
<td>1922-37</td>
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<td>1937-53</td>
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<td>1953-60</td>
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<td>1961-67</td>
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<td>7</td>
<td>1967-75</td>
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#### CLUB HISTORIES, 1910-1959

<table>
<thead>
<tr>
<th>Box, Folder</th>
<th>Club History</th>
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<tbody>
<tr>
<td>1, 33</td>
<td>&quot;History of Twentieth Century Club&quot; by Mrs. H. H. Dobbins, Berkeley Daily Gazette, Women's edition Dec. 1, 1910</td>
</tr>
<tr>
<td>34</td>
<td>Club history [in verse] written for the 30th anniversary of the founding of the Twentieth Century Club, by Orpha L. Strite Dec. 11, 1934</td>
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<tr>
<td>35</td>
<td>&quot;Club History&quot; by Mrs. L. M. Lloyd (Rosemary Dobbins); &quot;The beginnings of The Twentieth Century Club and its Past Presidents&quot; Dec. 12, 1934; 1944</td>
</tr>
<tr>
<td>36</td>
<td>Club history by Mrs. George N. Nash 1959</td>
</tr>
<tr>
<td>37</td>
<td>History of The Twentieth Century Home Association [ca. 1940's]</td>
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#### MISCELLANEOUS, 1905-1974

<table>
<thead>
<tr>
<th>Box, Folder</th>
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<tbody>
<tr>
<td>1, 38</td>
<td>California Federation of Women's Clubs, Alameda District: correspondence, reports, certificate 1958-71</td>
</tr>
<tr>
<td>39</td>
<td>Menus, Annual breakfast 1905-09</td>
</tr>
<tr>
<td>40</td>
<td>Programs, tickets, and song sheets, etc. 1911-21</td>
</tr>
<tr>
<td>41</td>
<td>&quot;Home&quot; a pageant...for the Twentieth Century Club by Julia Russell Reed [1920]</td>
</tr>
<tr>
<td>42</td>
<td>Installation ceremony for officers and directors 1974</td>
</tr>
<tr>
<td>43</td>
<td>Miscellaneous newspaper clippings (loose items from minute books, etc.) 1919-21</td>
</tr>
<tr>
<td>44-45</td>
<td>Miscellaneous newspaper clippings 1963, n.d.</td>
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</tbody>
</table>
Box 2; Carton 5; Carton 6, folders 1-7


Scope and Content Note

Arrangement

Divided into 3 sub-series: Legal Files, Financial Records, and Miscellaneous.

Legal Files consist chiefly of records that were gathered together in the early 1970s to facilitate the sale of the clubhouse, and thus contains property records, including appraisals, purchase offers, and other documents relating to the condition of the property. Also includes information relating to the club’s tax exempt status and dissolution. Financial records include journal ledgers and cash receipt books, which have many gaps over the years, as well as a record book of gifts and memorials. Other miscellaneous records include cancelled stock certificates and tax records. Additional records relating to insurance and the tax-exempt status of the club may be found in Series 3: Records of the President; other financial information may be found in Series 4: Records of Club Officers.

LEGAL FILES, 1907-1990

Box 2, folder 1
Brief history of the club, articles of incorporation, by-laws, and miscellaneous (gathered for use in tax exempt request) ca. 1957

folder 2
Tax-exempt status 1956-68

folder 3
Appraisal of the Twentieth century Club Building by G. M. Yovino-Young and Associates Nov. 26, 1972

folder 4
Legal opinions regarding proposed sale of the Twentieth Century Club Oct. 27, 1971

folder 5
Agents listing and correspondence regarding proposed sale of the Twentieth Century Club Oct. 1971

folder 6

folder 7

folder 8
Purchase offer and related correspondence The Sikh Center of San Francisco Bay Area Jan. 1972-Sept. 1973

folder 9
Application for variance and written comments; minutes of meetings, public hearing. appeals and decisions March-July 1972

folder 10-12
Sale of The Twentieth Century Club of Berkeley to Students International Meditation Society 1973-79

folder 13
Papers relating to sale of personal property Feb.-May 1974

folder 14
Notes regarding contents of safety deposit box 1968-89

folder 15
Deeds and reconveyances 1907-67

folder 16
Cancelled notes and receipts 1913-67

folder 17
Insurance ca. 1983-89

folder 18
Statement of General Condition for Construction Bids April 1913

folder 19
Specifications for Heating and Ventilation System 1925

folder 20
Dissolution of Club 1985-90

FINANCIAL RECORDS, 1913-1990

Ctn. 5, folder 1
Cash receipts Apr. 1913-May 1937

folder 2

folder 3
Record book of gifts and memorials 1957-73

folder 4
Journals 1931-43

folder 5-16
Journals 1955-Feb. 1990

folder 17-18
Journal ledger June 1922-[Nov. 1935]

Ctn. 6, folder 1
Journal ledger June 1962-Dec. 1963

folder 2-5
Journal ledger June 1963-May 1988
Ctn. 6, folder 6

folder 7

Carton 6, folders 8-22; Oversize
folder 6 C

MISCELLANEOUS, ca. 1970-1989

Miscellaneous, including cancelled certificates, press books, etc. ca. 1970-1989.
Taxes (State & Federal) 1982; 1984-89

OVERSIZE

Certificate of incorporation, State of California Sept. 25, 1912
By-laws, with amendments Oct. 1912; Aug. 1, 1919
Proxy declaration Oct. 13, 1914
Certificate of permission to sell securities Aug. 19, 1916
Subscriptions for stock n.d.
Annual stockholders and Board of Directors meeting minutes 1919-20
Minutes of Meetings 1919-20
Minutes of Twentieth Century Club regarding Twentieth Century Home Association and attached resolution and indenture Dec. 7, 1920
Notices of Stockholders meetings 1919-20
Register of Stock Certificates Issued 1912-21
Cancelled Stock Certificates: 351-463 issued 25 Nov. 1919 - 29 Jan 1921; unused certificates 464-600 1919-21
General Ledger Oct. 1912-Jan. 1921
Receipt and disbursements Oct. 1912-Feb. 1921
Cash Journal Nov. 1912-Feb. 1921

SERIES 10: TWENTIETH CENTURY HOME ASSOCIATION, 1912-1921.
Scope and Content Note
Consists of records relating to the organization and operation of this association created to fund construction of the Twentieth Century clubhouse. Includes certificates of incorporation and permission to sell securities, by-laws, minutes of stockholders' and Board of Directors' meetings, stock certificates, register of stock issued, and financial records.

Certificate of incorporation, State of California Sept. 25, 1912
By-laws, with amendments Oct. 1912; Aug. 1, 1919
Proxy declaration Oct. 13, 1914
Certificate of permission to sell securities Aug. 19, 1916
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Notices of Stockholders meetings 1919-20
Register of Stock Certificates Issued 1912-21
Cancelled Stock Certificates: 351-463 issued 25 Nov. 1919 - 29 Jan 1921; unused certificates 464-600 1919-21
General Ledger Oct. 1912-Jan. 1921
Receipt and disbursements Oct. 1912-Feb. 1921
Cash Journal Nov. 1912-Feb. 1921