Finding aid to the Highland Park Ebell Club Records Ebell.001

Finding aid prepared by Marc LaRocque
Occidental College Library
1600 Campus Road
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2013
Title: Ebell Club of Highland Park Records
Identifier/Call Number: Ebell.001
Contributing Institution: Occidental College Library
Language of Material: English
Physical Description: 15.0 Linear feet21 cartons (2) 15 x 19 flat boxes (1) 11.5 X 13.5 flat box (1) 5 x 30 x 5 rolled material box 1 rolled material box - 5 x30x5 2 oversize folders
Date (bulk): Bulk, 1904-1999
Date (inclusive): 1870-2011
Abstract: These records document the activities of the Ebell Club of Highland Park from its founding in 1903 to the present. Included are constitution(s) and by-laws, meeting minutes, event programs, yearbooks, club histories, financial records, scrapbooks, rental agreements, material from affiliated confederations of women's clubs, photographs, and other records documenting the club's social and community service functions.
creator: Ebell Club of Highland Park.
Scope and content
The collection consists of organizational records, publications, and photographs generated by, as well as material donated to, the Ebell Club of Highland Park, 1904-2002.
The collection is divided into 4 series:
1. Organizational records;
2. Affiliated Confederations;
3. Scrapbooks, Photographs, and Graphic material;
4. Ebell Club of Highland Park Clubhouse.
The records include meeting minutes, committee reports, procedural manuals, accounting ledgers, tax reports, event programs, yearbooks, architectural blueprints, scrapbooks, clippings, books, serial publications, award certificates, by-laws, member applications, correspondence, rental agreements, guest registers, photographic prints, memorabilia and other material.
Arrangement
The collection is arranged into the following series:
Series 2. Affiliated confederations, 1967-2002, documents aspects of the Highland Park Ebell Club's relations with confederated women's clubs at three levels: national (General Confederation of Women's Clubs); state (California Confederation of Women's Clubs); and district (Verdugo/Northeast Los Angeles).
Series 4. Highland Park Ebell Clubhouse, 1938-2009, has four elements: first, records of clubhouse rentals; second, textual material pertaining to the physical structure and maintenance of the Ebell Clubhouse; three, guest registers; and four, architectural drawings pertaining to The Ebell Clubhouse.
Loose materials have been sorted by category (meeting minutes, correspondence, etc.) and arranged chronologically. Where a range of organizational materials were found grouped together under a given rubric and date range (i.e., Procedure Book, 1977-'79), the groupings were maintained and files titled as found.
Conditions Governing Access Note
The collection is open for research.
Conditions Governing Use note
All requests for permission to publish or quote from holdings must be submitted in writing to the Ebell Club of Highland Park. Permission for publication is given on behalf of Ebell Club as the owners of the physical items and is not intended to include or imply permission of the copyright holder, which must be obtained.
Preferred Citation note
[item], Ebell Club of Highland Park Records, Ebell Club of Highland Park
**Related Archival Materials note**

"Guide to the California Federation of Womens Clubs Records, 1900-", University of California Santa Cruz Special Collections and Archives, box 27

**Separated materials note**

Separated materials note.

The following materials have been separated from the collection:

- Duplicate yearbooks and event programs
- 2 photo scrapbooks labeled “LACE - Ladies Assisting Cops Enthusiastically”
- Duplicate copies of donated books
- Duplicate procedural and other material, CFWC, CFWC/Verdugo District

**Historical note**

The Ebell Club of Highland Park was founded in December of 1903 at the Highland Park home of Ella G. Lunt, a co-founder in 1896 of the Ebell Club of Long Beach. Women's clubs that adopted the name “Ebell” were modeled on a prototype established in Oakland, California (1876) following a visit by Dr. Adrian Ebell, a scholar whose plan to improve women's education and active role in society involved organizing “circles or chapters for the study of arts and science.” The Ebell Club of Highland Park (HP) reflected this serious orientation in its stated object, “advancement in all lines of general culture, and promotion of the well-being of the community in which we live.”

Consistent with general practice among turn-of-the-century women’s clubs, the Ebell Club of Highland Park drew up a constitution and by-laws, elected officers yearly and followed parliamentary procedure at general and executive board meetings. Standing committees such as membership, philanthropy, and child welfare oversaw administrative or ongoing charitable commitments; study sections reflecting facets of the Club’s interest in general culture and community wellbeing were designated on a yearly basis. Sections discussed and sponsored presentations in areas such as literature, drama, travel, conservation, current events, history and landmarks, art, music, American citizenship, and gardens. Club activities, officer lists, programs, by-laws, membership rolls and so on were recorded in an annual yearbook, beginning in 1907.

During its first years the HP Ebell Club met in member’s homes and in rented space before acquiring a lot and financing the construction of a clubhouse on Avenue 57, completed in 1912. The majority of shares in this undertaking (the club incorporated for the purpose in 1909) were held by club members; additional money was raised through public events (sales, dinners, entertainments) and a portion of membership dues. The Clubhouse, featuring a large hall with stage, provided a home for club activities as well as rental revenues that have financed the club’s philanthropic activities to the present day. By the late 1920s expanding membership (over 300 at the time) necessitated the construction of an adjacent clubhouse addition with dining room and full kitchen, completed in 1938.

The Ebell Club of HP joined the California Federation of Women’s Clubs (CFWC) in 1905 and the (national) General Federation of Women’s Clubs in 1912 (renewed in 1923 after a lapse). Federation related activities included attending conventions and arranging social events (“reciprocity days”) that brought representatives of local and regional women’s clubs to Highland Park. An organizational re-arrangement in 1956 made the Ebell Club of HP a part of the CFWC Verdugo District representing northeast Los Angeles.


**Subjects and Indexing Terms**

- Ebell Club of Long Beach
- California Federation of Womens Clubs
- Highland Park -- California -- History
- Women -- Societies and Clubs -- History
- Womens Clubs
Organizational records Bulk, 1904-1999 1900-2011
Meeting minutes, by-laws, committee reports 1904-1998

Box 1-15
Organizational records Bulk, 1904-1999 1900-2011
Physical Description: 5.5 linear ft. 1 flat box, 15 x 19 3 legal-size cartons 11 letter-size cartons
Scope and content
Series 1, Organizational records, comprises meeting minutes, by-laws, committee reports, membership rosters and application materials, treasurer's reports and other financial documents, Club histories, event programs, yearbooks, award certificates, sheet music, clippings, and donated books.

Box 1-4, 25
Meeting minutes, by-laws, committee reports 1904-1998
Physical Description: 1.6 Linear feet 5 letter-size cartons
Scope and content
Box 1: Minutes, 1904-'29; Box 2: minutes, 1933-'66; Box 3, minutes, 1966-'98 (note: minutes for 1967-1977, 1989-1996 are missing). Box 4: Constitution, by-laws, 4:1-3; "Procedure Book", 1977-'79 (includes committee reports, programs), 4:4-9; History committee reports, 1965-'83, 4:10,11; assorted committee reports, 1970-'82, 4:12, 13; aggregated [financial, minutes, etc.] records by year, 1995-'98, 4:14; and Box 25, minutes, 1993-2001.

Box 5
Membership 1906-1997
Physical Description: 0.4 linear ft.1 letter-size carton
Scope and content
Box 5, Membership: the subseries consists of member lists, applications, sponsor letters, and dues statements. It also includes records of the Correspondence Secretary, largely concerned with membership issues, 1957-'59 [5:1]; and miscellaneous Club correspondence [5:2],1950-1999.

Box 6-8
Financial records 1906-1999
Physical Description: 2.0 Linear feet2 legal size cartons (1) 15 x 19 flat box
Scope and content

Box 9
Club history 1903-2003
Physical Description: 0.4 linear ft.1 letter-sized carton
Scope and content
The Club history subseries consists primarily of handwritten drafts or typed copies of Club history organized as bi-annual summaries of Club activities, along with lists of Club office holders. Also included are notes and materials from the Club's 75th and 100th anniversary celebrations. Bi-yearly Club history reports created by the History Committee may also be found in Series 1, 4:10-11.
Organizational records Bulk, 1904-1999 1900-2011
Event programs, yearbooks, and other material 1906-2002

Boxes 10-13  Event programs, yearbooks, and other material 1906-2002
Physical Description: 1.8 Linear feet 4 letter-size cartons
Scope and content
The subseries includes Ebell Club event programs, yearbooks, and other material. Box 10, Event Programs, documents the Ebell Club of HP’s scheduled itineraries (lectures, social and cultural events, outings), 1906-’99. Boxes 11 and 12 contain Ebell Club of HP Yearbooks, 1907-1989; these include summaries of Club activities, member and officer lists, illustrations, etc., 1907-2002. Box 13 contains yearbooks for 1990-2002, 13:1,2 ; assorted yearbooks with enclosed materials (notes, clippings, event programs), 13:3,4 ; the Ebell Club Song and other sheet music, circa 1912, 13:5 ; Award certificates, 1950-1995, 13:6 ; newspaper clippings, 1930s-1980s, 13:7,8 ; and miscellaneous materials, 13:9,10.

Box 14  Books donated to Ebell of HP 1909-1975
Physical Description: 0.4 linear ft. 1 letter-size carton
Scope and content
The subseries consists of books donated to the Highland Park Ebell Club. Authors and titles follow below.
14:3 - (5) Myers, Harriet Williams. The Birds Convention [fiction], 1912; and (6) Burnished Hillsides [poetry], 1946. (7) Williams, Edward Huntington. Pine Flats Campfire Tales [fiction], 1924.
14:4 - (8) Myers, Harriet Williams. We Three [memoir], 1945.
Items 1, 5, 6, 7, and 8 were donated by Club members. Items 4 and 9 were gifts to the Ebell Club from the authors. Item 3 was “awarded to the Highland Park Ebell Club . . as first prize in the Creative Booth.” [unknown event, 1922]. Items 1 and 10 are of unknown significance.

Box 15  Confidential - Clarice Conley 1985-1995
Physical Description: 0.4 linear ft. 1 letter-sized carton
Scope and content
Five files comprising material concerned with Club treasurer Clarice Conley, 1985-1995.

Box 16-17  Affiliated confederations 1967-2002
Physical Description: 0.8 linear ft. 2 letter-size cartons
Scope and contents
Series 2, Affiliated Confederations, comprises material directed to the Ebell Club of Highland Park by the General Federation of Women’s Clubs (GFWC); its California affiliate, the California Federation of Women’s Clubs (CFWC); and CFWC/Verdugo District, the Northeast Los Angeles area division that included the Ebell Club of Highland Park among its members. Materials include manuals and guides related to all organizational aspects of club operations, from parliamentary procedures to educational program planning.
The General Confederation of Women's Clubs (GFWC) was a nationwide confederation founded in 1890. The subseries comprises material sent by the GFWC to the Ebell Club of Highland Park, which became a member in 1912 (renewed membership in 1923). Materials include a variety of GFWC publications, including guides and manuals on club procedure and program planning, the bulk from 1965 to 1990.

Founded in 1900, the California Federation of Women's Clubs was a member of the GFWC. The subseries comprises material sent by the California Federation of Women's Clubs (CFWC) to the Ebell Club of Highland Park, a member of the CFWC since 1905. Materials include a variety of CFWC publications, including guides and manuals on club procedure and program planning, the bulk from between 1965 and 1990.

Los Angeles area women's clubs belonging to the California Federation of Women's Clubs were reorganized into two districts and a number of subdistricts in 1956. The Ebell Club of Highland Park was included within the Verdugo District, consisting of a number of towns or neighborhoods in the Northeast Los Angeles area. The subseries comprises material sent by the CFWC/Verdugo District to the Ebell Club of Highland Park, circa 1960-1990, 18:4-13. Several programs and yearbooks from Los Angeles area women's clubs found among the Ebell Club of HP materials may be found in 18:14.

Several programs and yearbooks from Los Angeles area women's clubs found among the Ebell Club of HP materials may be found in 18:14.
Photographs, scrapbooks, and other graphic material 1914-2002
Photographs and photo-albums 1919-1994

Box 18, folders 1-5, oversize-folder 3

Photographs and photo-albums 1919-1994

Physical Description: 1.0 linear ft.

Scope and content

Subseries 1, Photographs and photo-albums, comprises photographs associated with the Highland Park Ebell Club.

18:1 is a small (5 x 3.75 inch) photograph album containing portraits of Ebell club namesake Adrian Ebell, his wife, and eight others, five of them unmarried young women, possibly circa 1870 (1868 written in faint pencil on blank first page); the album may be a memento of one of the educational tours for young ladies Adrian Ebell was known for arranging.

18:2 contains color photographs taken in 1984 of past Ebell Club members' houses in Highland Park; a portrait and obituary of a deceased club member; and two images without a clear connection to the HP Ebell Club.

18:3 Group portraits, consists of 6 formal black and white photographic portraits of Ebell club members, circa 1950s.

18:4 Judson photographs album, 1914-1918, consists of over 200 black and white photographs primarily documenting outdoor excursions of Louise Judson/Judson family at a wide variety of sites around Southern California. While the photographs have no clear and definite connection to the Ebell Club, several surnames (and one complete name) of individuals identified (including the Judsons) in photographs appear in Club rosters during the period; as well, a number of photographs depict Highland Park locations such as the Arroyo Seco. The photographs have two notable emphases: outdoor recreation at scenic natural sites, and a focused interest in engineered features of landscape including dams, aqueducts, mountain roads, bridges, and so on. In all, the photographs offer a candid and wide-ranging window into auto-tourism and middle class family sociability in the period. Also included are photographs dated January 1918 depicting soldiers marching down a main street of what may be Highland Park; also, photographs of the Tournament of Roses Parade from 1915.

18:5 Member photographs album, 1908-1935, consists of 40 individual black and white portraits of Ebell Club officers, charter members, and others.

Oversize folder 3 Photo of members at 25th Birthday Anniversary Breakfast, October 2, 1928.

Box 19-21

Scrapbooks 1919-1994

Physical Description: 1.3 linear ft. 2 letter-size cartons 1 legal size carton

Scope and content

The Scrapbooks subseries contains a variety of scrapbooks documenting Ebell Club activities, 1919-1994.

19:1-5 comprises "pressbooks" of sequentially arranged newspaper clippings, probably assembled by club members as part of assigned committee tasks, 1919-1980;

20:1-8 consists of personal scrapbook pages of color photographs, Ebell Club event programs, clippings and other material, 1977-1985, donated by Club member Marie Stiebeling;

20:9 and 21:5 consist of unattributed color photographs of Ebell social events, circa 1990-1995;

21: 1-4 consists of scrapbooks of color photographs, clippings, and personal correspondence, 1961-1985, contributed to the Ebell Club by member Ina McCormick.
Photographs, scrapbooks, and other graphic material 1914-2002
Oversize graphic materials 1966-2003

Oversize graphic materials 1966-2003

Physical Description: 1.0 linear ft. Oversize graphic materials, 23 x 14; 30 x 11.

Scope and content
Oversize graphic materials consists of two sets of items:
1. Award certificates - honorary certificates presented to the Highland Park Ebell Club, 1966 to 2003; dimensions range from 14 x 11 to 23 x 14;
2. Highland Park Avenue circa 1981 - Three rectangular black cardboard panels framing trimmed, linear black and white photographs of Highland Park storefronts, with some added content in white ink or paint. 23 x 10 inches (1) and 30 x 11 inches (2).

Ebell Clubhouse 1938-2009

Physical Description: 1.8 Linear feet 1 legal-size carton 1 5 x 30 x 5 rolled material container 1 13.5 x 11.5 flat box

Scope and content
Series 4, Highland Park Ebell Clubhouse, 1938-2009, consists of records pertaining to Clubhouse rentals (22:1-8); textual records pertaining to the physical structure and maintenance of the Ebell Clubhouse, 22:9-19; Ebell Clubhouse guest registers, 23:1-3; and architectural diagrams pertaining to the Ebell Clubhouse, 24:1-4.

Box 22
Highland Park Ebell Clubhouse 1950-1998

Physical Description: 0.4 linear ft. 1 legal-size carton

Scope and content

Box 23
Ebell Clubhouse guest registers 1938-1994

Physical Description: 1.0 linear ft. 1 flat box, 11.5 x 13.5

Scope and content
Subseries 2 consists of 3 guest registers from the Ebell Clubhouse:
23:1 - 6.5 x 8.5, 1990-1994;
23:2 - 10.5 x 12, 1938 - 1950;
23:3 - 9.5 x 12, 1965-1968.

Box 24
Ebell Clubhouse architectural diagrams 1938-2005

Physical Description: 0.4 linear ft. (1) 5 x 30 x 5 rolled material box.

Scope and content
Subseries 3, Clubhouse diagrams and blueprints, consists of 4 structural diagrams related to the Ebell Clubhouse.
24:1 Ebell Clubhouse addition, is a blueprint for the addition to the main Ebell Clubhouse built in 1938; Sydney Clifton, architect.
24:2,3: two architectural diagrams, undated; labeled "Archivision - Robert E. Leach, architect"; one with title "Hunchback Theatre" - they appear to involve additions to or adaptations of the Clubhouse addition;