Guide to the Records of the Palos Verdes Woman's Club 031

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Language of Material: English
Contributing Institution: Palos Verdes Library District, Peninsula Center Library. Local History Center.
Title: Records of the Palos Verdes Woman's Club
Identifier/Call Number: 031
Physical Description: 9.6 Linear Feet3 letter document boxes and 10 flat storage boxes
Date (inclusive): 1934-2013
Physical Location: Local History Center
Abstract: The collection includes administrative records, scrapbooks and photographs of the Palos Verdes Woman's Club and documents the philanthropic and social activities of the Club.

Conditions Governing Access
Open for research. Advance notice required for access. Contact the Local History Center for access information.

Conditions Governing Use
The collection is open for research use. Early scrapbooks in this collection are fragile and deteriorating. Researchers must use reference copies.

Preferred Citation
[Name of item], Records of the Palos Verdes Woman's Club (Collection 031). Local History Center, Peninsula Center Library, Palos Verdes Library District, Rolling Hills Estates, CA.

Biographical / Historical
The Palos Verdes Woman's Club was the first local woman's club on the Palos Verdes Peninsula. Established in 1926 when the Peninsula was first being developed, the goal of the all volunteer organization was "to bring women together interested in the community welfare of Palos Verdes Estates and to promote this welfare by such means as may from time to time seem expedient." Mrs. Cora Belle Cheney was the Club's first president.

In its early establishment, the Palos Verdes Woman's Club sponsored community activities including concert recitals, holiday festivals, library projects, Sunday school programs, Easter services, and other family affairs. Its activities ranged from cultural and philanthropic events to church and civic affairs. During the Depression, the Club extended its charity to the families of unemployed parents of children in Harbor City by providing the families with meat and bread. The Club continued this work until 1933.

The Club continued to grow as the Palos Verdes Peninsula expanded. By the early 1940's, the Club's membership had grown to 120. The Club has evolved over time in response to the needs of the community. It has added new divisions, including the Garden Section, the Education Section, the Tea Cup Section, the Red Cross Chapter, the Philanthropy Section, and the Bridge Section.

During World War II, the organization was involved in efforts on behalf of soldiers stationed in Palos Verdes. It organized a blood donation drive, raised funds for the soldiers, and hosted various events for their benefit. After the war, the Red Cross Chapter continued assisting the soldiers with blood bank deliveries, veteran's outings, and home service work.

In 1956, the Club formally incorporated as the Palos Verdes Woman's Club, Inc.

In 1959, the Club sponsored the establishment of the Palos Verdes Jr. Woman's Club for young women who wished to participate in philanthropic and educational activities.

Since 1960, the major fundraising activities of the Palos Verdes Woman's Club have included the Annual Garden Tour and the Books and Authors Luncheon, the proceeds of which support various philanthropic causes.

Since its inception, the Palos Verdes Woman's Club has played a vital role as a community builder, accepting new responsibilities as the needs of the community change and changing its plans and direction in response.

Arrangement
Arranged into two series: administrative records and scrapbooks. Administrative records arranged alphabetically by folder title; thereunder chronologically, with undated materials filed after dated materials. Scrapbooks arranged chronologically.

Scope and Contents
Includes board meeting minutes, bulletins, by-laws and revisions, clippings, correspondence, event promotional materials, member yearbooks, photographs, negatives, press releases, scrapbooks, and treasurer's reports.

Immediate Source of Acquisition
Donated to the Palos Verdes Library District by the Palos Verdes Woman's Club.

Processing Information
Administrative Records
Scope and Contents
Includes publications, financial records, member yearbooks, meeting minutes, and correspondence.

Box 1
Bulletins 1945-2013
Physical Description: 3 Folders
Scope and Contents
Includes monthly publications providing members with the Club's major events, important dates, and membership information.

Box 1
Bylaws and revisions [ca 1956]; 1958
Scope and Contents
Includes bylaws of the Palos Verdes Woman's Club, proposed additions and changes to the bylaws, and the revised bylaws in 1958.

Box 1
Clippings October 26, 1950 - April 25, 2011
Scope and Contents
Includes articles from local publications such as the Daily Breeze, Palos Verdes Peninsula News, South Bay Weekly, and Los Angeles Times.

Box 1
Correspondence 1947; 1951; 1995; 1996
Box 1
Coza H. Dorr [n.d]
Scope and Contents
Includes poems written by member Coza H. Dorr to the future presidents of the Club.

Box 1
Dish Rentals and Silver Ledger 1934-1959; 1976
Scope and Contents
Includes dishes rental records documenting dates, names, and occasions. A rental policy and record instruction appear on the first page of the record book, showing rental fees to private parties.

Box 1
Event promotional materials 1950-2000
Scope and Contents
Includes programs, brochures, and invitation cards.

Box 2
Meeting minutes 1944-1999
Physical Description: 2 Folders
Scope and Contents
Includes board meeting minutes, general meeting minutes, publicity chairman's reports, treasurer's reports, list of the club's properties, and budget proposals.
Box 2

**Member yearbooks 1956-1993**

*Physical Description: 2 Folders*

*Scope and Contents*

Includes member rosters containing meeting schedules, list of executive officers, and member's contact information. The combined Palos Verdes Woman's Club and Palos Verdes Junior Woman's Club yearbooks were published under the title of "Palos Verdes Woman's Club and Juniors" between 1962 and 1969. The combined yearbooks were also published under the title of "Palos Verdes Woman's Club" between 1971 and 1988 intermittently.

Box 2

**Organizational history 1996-[n.d]**

*Scope and Contents*

Includes brief summaries of the Palos Verdes Woman's Club history.

Box 2

**Photographs and negatives 1951; 1996**

*Scope and Contents*

Includes photographs of the Annual Fashion Show and Luncheon (1951), the Annual Garden Tour (1996) and negatives for the 1996 Garden Tour.

Box 3

**Press releases 1994-2001**

*Scope and Contents*

Includes press releases for the Club activities, in particular, the Annual Garden Tours and the Books and Authors Luncheons, the Club's two major fundraising programs.

Box 3

**Treasurer's reports 1963-1967**

*Scope and Contents*

Includes monthly reports of balance, income, and expenses.

**Scrapbooks**

*Scope and Contents*

Includes sixteen volumes dating between 1934 and 1991. In its earlier volumes, the Club mainly focused on its organization's publicity, featuring news article clippings collected from local publications such as the Daily Breeze, Palos Verdes Review, and Los Angeles Times. The Club occasionally titled these scrapbooks between 1934 and 1955 as "publicity."

After the Club's incorporation, the format and the content of the scrapbook change significantly. For a short period between 1956 and 1960, the Club endeavored to keep an organization-focused record of members and their activities, including board members' photographs, a copy of bulletins, president's messages, member rosters, and treasurer's financial reports in addition to the news article clippings. In the title section of the scrapbooks, the Club also specified the scrapbook as "historian's book." The scrapbooks between 1971 and 1991 contain mainly photographs of members at various events sponsored by the Club.

Box 4

**Scrapbook 1934-1942**

*Processing Information*

The Palos Verdes News (page 1 through 4) inserted in the scrapbook between 1934 and 1942 is discarded.

Box 5

**Scrapbook 1942-1946**

Box 5

**Scrapbook 1946-1947**

Box 5

**Scrapbook 1949-1951**

Box 4

**Scrapbook 1952-1953**

Box 4

**Scrapbook 1953-1954**

Box 6

**Scrapbook 1954-1955**

Box 6

**Scrapbook 1956-1957**
Scrapbooks

Scope and Contents
The scrapbook was created with a theme of "portrait of a lady" in celebration of its 25th anniversary.

Scrapbook 1959-1960
General
Loose Daily Breeze article, "P.V. Women's Club Observes 34th Year," published on January 10, 1960 inserted in scrapbook moved to Box 9 due to size.

Scrapbook reference copies
Physical Description: 8 Folders
Scope and Contents