Finding Aid to the St. Francis Square Cooperative, Inc. Collection 1957-2010

Finding aid prepared by Carol Cuénod, with editing and encoding by Melissa Stone.
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2012
Title: St. Francis Square Cooperative, Inc. Collection
Date (inclusive): 1957-2010
Collection Identifier: SFH 62
Creator: St. Francis Square Cooperative Inc.
Physical Description: 4 cartons (4.0 cubic feet)
Contributing Institution: San Francisco History Center, San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102
(415) 557-4567
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Abstract: Cooperative records and publications that were distributed to shareholders by the Board of Directors, Manager, and committees, together with additional articles, clippings, and other materials collected by shareholder, archivist and donor Carol Cuénot.
Physical Location: The collection is stored onsite.
Language of Materials: Collection materials are in English.
Access
The collection is open for research.
Publication Rights
All requests for permission to publish or quote from manuscripts must be submitted in writing to the City Archivist. Permission for publication is given on behalf of the San Francisco Public Library as the owner of the physical items.
Preferred Citation
[Identification of item], St. Francis Square Cooperative, Inc. Collection (SFH 62), San Francisco History Center, San Francisco Public Library.
Provenance
This collection represents these distributed papers which several shareholders have donated. They were collected by the following members:
- Miriam Rothschild
  Shareholder form 1963-2000 (deceased)
- Jean Littlejohn
  Shareholder from 1963-2008 (deceased)
- Norman Young
  Shareholder from 1963-current
- Howard "Duke" Rideaux
  Shareholder from 1963-current
- Carol Cuénot
  Shareholder from 1963-current
In addition, selected documents as well as newspaper clippings were copied from the Anne Rand Research Library at the International Longshore and Warehouse Union (ILWU) International Headquarters.
Related Materials
There are approximately 1.5 cubic feet of records held at the ILWU Archives at the Anne Rand Research Library that document the initial proposal; the process before the San Francisco Redevelopment Agency, which approved and awarded the proposal of the ILWU-PMA Pension Fund; and ongoing documents and correspondence from the construction, sales period and early years of St. Francis Square Cooperative.
Processing Information:
Carol Cuénot completed the processing of this collection in 2010.
Administrative History
St. Francis Square Cooperative, Inc. is a moderate-income housing development completed in 1963 as part of San Francisco's Western Addition Redevelopment A-1 Program. The A-1 Redevelopment Program, which was funded by the Federal Housing Administration, began in the mid-1950s with families and businesses being removed by eminet domain
and properties being bulldozed. The first action in the heart of the demolition area was to widen Geary Street to an eight
lane expressway to move traffic through the Fillmore into the Richmond District, with tunnels under Fillmore St. and
Presidio/Masonic. The displaced families and businesses were scattered with no foreseeable ability to return, for the
clered land lay fallow for several years.

As part of this program, three blocks were set aside for garden apartments that eventually became the St. Francis Square
Cooperative. Construction of the co-op was sponsored by the International Longshore and Warehouse Union (ILWU)/Pacific
Maritime Association (PMA) Pension Fund. The idea for the co-op was conceived and developed by Louis Goldblatt, who was
the ILWU International Secretary-Treasurer at the time. The principal business of the Pacific Maritime Association is to
negotiate and administer maritime labor agreements in conjunction with the ILWU. In the 1950s, they negotiated a pension
plan supervised by trustees from the ILWU and the PMA.

The ILWU-PMA Pension Fund Trustees created a separate corporate entity for purposes of efficient supervision over the
building of St. Francis Square. It became the official sponsor of the project, with William Glazier as the first president and
Louis Goldblatt the second. The entity, called the ILWU Longshoremen Redevelopment Corporation, put together proposals
to the ILWU-PMA in May of 1960 and the Western Addition Redevelopment Project in June of 1960. Hal Dunleavy and
Associates served as the coordinator for this project.

Construction was financed under Section 221 (d) (3) of the U.S. Housing Code, which provided a 40-year mortgage at the
subsidized rate of 3-1/8% and operated under a Regulatory Agreement of the Federal Housing Administration (FHA later
changed to the US Department of Housing and Urban Development (HUD)). Construction began in 1962 and was complete
in 1963. The cooperative consists of 299 apartments in twelve three-story buildings, oriented around shared landscaped
courtyards. Marquis & Stoller were the architects and Lawrence Halprin & Associates were landscape consultants.

Ownership in the cooperative is achieved by purchasing a share of the Corporation from the seller, which, after signing an
occupancy agreement, entitles the new shareholder(s) to occupy an apartment. Each year, St. Francis Square Cooperative Inc. elects a board of directors, which is responsible for staffing and operations. The Board holds open meetings each
month and distributes its minutes to all shareholders. The Board also appoints many committees to help carry out the
coop's financial, social, and special activities. Communication to members from the Board, committees and management
is by a weekly newsletter and flyers distributed to all members.


Scope and Contents

Cooperative records and publications that were distributed to shareholders by the Board of Directors, Manager, and
committees, together with additional articles, clippings, and other materials collected by shareholder, archivist, and donor
Carol Cuénod. Cooperative records include bylaws, minutes, financial reports, and committee records. Publications include
a complete run of the St. Francis Square Cooperative's official publication Circling the Square (1966-2009), issues of the
Friday Flyer (1983-2005, 2007, and 2009-2010), and a member distributed flyer called The St. Francis Square Flyer (1965),
which covers events related to a Board of Directors recall. Except for the run of the official newsletter, Circling the Square,
most of the folders in this series hold "broken runs," i.e. a collection of similar documents, such as meeting minutes or
reports, but with some issues missing.

Of particular interest are background materials on the formation, construction, and development of the cooperative. These include records relating to the Western Addition Redevelopment Project in 1964, which resulted in land being set aside for
the development of the cooperative; and records concerning the Cooperative's original loan agreement with the Federal Housing Administration (later named the US Department of Housing and Urban Development, or HUD). Records detailing the Cooperative's transition to a market-rate cooperative leading up to and following its repayment of their HUD mortgage
in 2004 are also included.

Arrangement

This collection is arranged into 8 series; Series 1: Founding Documents; Series 2: Administration and Finance; Series 3:
Committees; Series 4: Transition to Market-Rate Cooperative; Series 5: Members; Series 6: Communications, News Articles
and Publications; Series 7: Awards and Studies; and Series 8: California Association of Housing Cooperatives and National
Association of Housing Cooperatives. Series 3 is separated into two sub-series; Ongoing Committees and Historic
Committees.

Board minutes, originally found in St. Francis Square Cooperative Inc.'s Friday Flyer, have been removed and placed in
Series 2.

Subjects and Indexing Terms
Series 1 Founding Documents, 1957-1979

Physical Description: 10.0 folders

Scope and Contents

In this series will be found the original proposal to the ILWU-PMA Trustees and to the Redevelopment Agency, minutes of Agency's meeting when the proposal was presented, and documents of its acceptance. A 1964 report summarizing the work of the St. Francis Square Sales Office by Ruth Maguire, Sales Director, is a compilation of demographic statistics with sociological data, the sum of which fulfilled the sponsor's objective "to build an interracial community for families of moderate income." The original Articles of Incorporation from 1963 were given to each shareholder and contain the regulations under which St. Francis Square operated during its first 40 years. Several amendments were made; some, but not all have been included. Here also is the ILWU-PMA Longshore Redevelopment Corporation document for "Relocation in Redevelopment Area A-2," 1964 and the Agency's response to it. Also included is the opposition to Redevelopment's plans for A-2 by Warehouse Union Local 6, ILWU and others.

Box 1, Folder 1

J. Paul St. Sure Oral History 1957

General note

For Information relating to St. Francis Square Cooperative Inc., see pages 639-642. These pages are an excerpt from the oral history about Louis Goldblatt, who was the second president of the International Longshoremen's and Warehousemen's Union(ILWU)'s Longshoremen Redevelopment Corporation.

Box 1, Folder 1

Louis Goldblatt Oral History 1979

General note

For information relating to St. Francis Square Cooperative Inc., see pages 790-801.

Box 1, Folder 2

ILWU Proposals for Western Addition Affordable Housing: to ILWU-PMA Trustees, Western Addition Redevelopment Project, including minutes, ownership documents, 1960-1962

Box 1, Folder 3

Construction Phase, land price negotiations, financial accounting of project, 1961-1963

Box 1, Folder 4

Naming the sidewalks within SFSQ, 1963 and 1967

Box 1, Folder 5

Report summarizing Sales of all Apartments/Shares by Ruth Maguire, 1963

Box 1, Folder 6

Louis Goldblatt's speech when SFSQ became an independent, incorporated cooperative, 1964

Box 1, Folder 7

Western Addition Redevelopment Relocation Reports A-1 & A-2, 1964

Box 1, Folder 8

Western Addition Redevelopment A-2

Box 1, Folder 9

Western Addition Redevelopment A-2 ILWU Proposal for Relocation, 1964

Western Addition Redevelopment A-2 Opposition to Redevelopment Agency's Relocation Plan by ILWU Local 6, SFSQ, NAACP, 1964
Newspaper Articles on Redevelopment, 1960-1964

Physical Description: 27.0 folders

Scope and Contents
Articles of incorporation, bylaws, board of directors minutes of open board meetings, financial records and regulatory documents. Includes a loose-leaf handbook compiled in 1989 and updated as needed, which gathers together the cooperative's history, a list of policies voted by various Boards of Directors, and updates of governing documents. This handbook was used until 2004, when St. Francis Square Cooperative Inc. repaid its mortgage to the HUD and became a market-rate cooperative. During arrangement of this collection, the Board Minutes were removed from The Friday Flyer, a weekly publication from the administrative office of St. Francis Square Cooperative Inc., and placed in this series. Financial records includes a run of annual reports and budgets. Other documents describe specific issues, such as excess income charges, allocation of carrying charges, and a reserve study.

Articles of Incorporation and Bylaws of St. Francis Square Apartments, Inc., 1963
Bylaw Amendments, 1987-1993 and 2003

St. Francis Square Cooperative Inc. Handbook, 1993
Board of Directors Minutes of Open Board Meetings, 1970-1971
Board of Directors Minutes of Open Board Meetings, 1972-1973 and 1976
Board of Directors Minutes of Open Board Meetings, 1980-2005
Board of Directors Minutes of Open Board Meetings, 2007-2010
Recall of Board of Directors, 1965 and 1973

Special Membership Meetings called by petition, 1964 and 1998
Policies, 1996-1990
Annual Reports, 1968-2006 and 2008
Amortization Schedule of HUD-Insured Mortgage, 1964
Finance: Tax Assessment Plan, 1965
Excess Income Plan, 1963 and 1986
Allocation of Carrying Charges-Square Footage vs Par Value, 1980 and 2007
Replacement Reserve Study, 2004
Forecasted Statement of Revenues, 2007
Management/Administration, 1963 and 1964 and 1979-1990 and 2003
Management: Building and Grounds Maintenance and Repair
Series 3 Committees, 1964-2005

Physical Description: 26.0 folders

Scope and Contents
This series is arranged in two subseries: Ongoing Committees, which conduct activities on a continuing basis each year; and Historic Committees, which functioned until their assignments were completed. Some committees did not create written reports and therefore have limited representation here. One example is the Security Committee, which conducted regular walking patrols for many years, but their work was only recorded by verbal reports at Board of Directors meetings.

Since the Finance Committee’s work included ongoing reports to shareholders, it is well-documented in this collection; however, only a few of their records are included in this series-- most of the Finance Committee’s work, including preparation of the annual budget, is documented in Series 2: Administration and Finance. Preparation for paying-off the HUD-insured mortgage in 2004 began in 1998 when the “2004” Committee was appointed. This Committee’s assignment was to gather information on condo conversion, market-rate cooperatives and limited-equity cooperatives and report this information to shareholders.

Other items of particular interest are the information guides put out by the Publicity Committee for prospective cooperative members, as well as the crime notices and neighborhood WATCH member lists put out by the Security Committee.

To get a fuller scope of the shareholders’ participation in co-op activities, reports can be found in the Board of Directors minutes, the newsletters Circling the Square and Friday Flyer.

Subseries 3.1 Ongoing Committees, 1964-2005

Box 2, Folder 13 Committees and Members, Committee Procedures, 1986 and undated
Activities Committee
Box 2, Folder 14 1968-1994 and undated
Box 2, Folder 15 10th & 15th Anniversaries, 1973 and 1978
Box 2, Folder 16 20th Anniversary, 1983
Box 2, Folder 17 25th, 30th, 40th Anniversaries, 1988 and 1993 and 2004
Box 2, Folder 18 Dramatic Scripts, Song, 1988 and undated
Box 2, Folder 19 Picnics, 1965-1996

Building and Grounds
Box 2, Folder 20 1965-2005
Box 2, Folder 21 Building and Grounds - Yardbirds, 1965-1984
Box 2, Folder 22 Building and Grounds - Turner Square Task Force, 2001 and 2004-2005
Box 2, Folder 23 Conservation Committee, 1979-1984
Box 2, Folder 24 Election Committee, 1964-2000
Box 2, Folder 25 Security Committee, 1978-1996 and undated
Box 2, Folder 26 Finance Committee, 1970-1992
See also:
Box 2/ Folder 1 Annual Reports

Box 2, Folder 26 Publicity Committee, 1987
See also:
Series 6: Circling the Square

Box 2, Folder 28 Welcoming Committee, 1984-1989

Subseries 3.2 Historic Committees, 1968-1995

Box 2, Folder 29 Cooperators Council, 1968-1969
Box 2, Folder 30 Housing Committee: Loren Miller Homes Management, 1970
Box 2, Folder 31 Housing Committee: Sponsor Regal Pale Site Co-op, 1971
Box 2, Folders 32-34
Box 2, Folder 35
Box 2, Folder 36
Box 2, Folder 37
Box 2, Folder 38

Share-Loan Program, 1974 and 1987 and 1990-1993
Solar Committee, 1981-1995
Turner Square Trees, 1993-1994
Turner Square Trees - Arborists Reports
Western Addition Tenants of Cooperative Housing (WATCH), 1978

Series 3 Committees, 1964-2005
Subseries 3.2 Historic Committees, 1968-1995

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Box 2, Folder 35
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Box 2, Folder 37
Box 2, Folder 38

Committees, 1964-2005
Subseries 3.2 Historic Committees, 1968-1995

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Box 2, Folder 38

Share-Loan Program, 1974 and 1987 and 1990-1993
Solar Committee, 1981-1995
Turner Square Trees, 1993-1994
Turner Square Trees - Arborists Reports
Western Addition Tenants of Cooperative Housing (WATCH), 1978

Series 4 Transition to Market-Rate Cooperative, 1990-2005

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Box 3, Folder 7
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Box 3, Folder 10
Box 3, Folder 11
Box 3, Folder 12
Box 3, Folder 13
Box 3, Folder 14

Minutes and Board Reports, 1995-2002
Meeting with K. Tiedemann, 2002
Reference Material, 1990-1999
Balloting Committee for "Vote for Preference," 2002
Various Committees, 1966-1987

Includes:
Excess/Low-Fixed Income Committee (1987), Laundry Committee (1988), Legislative
Committee (1966), Manager's Screening Committee (1970), Operations Committee
(1985)

Transition to Market-Rate Cooperative, 2003-2005
Revision of Occupancy Agreement, 2003
Research Materials, Draft for Planning for the Marketplace, 2003 and undated
Planning for the Marketplace, 2004

Series 5 Members, 1966-2010

Box 3, Folder 7
Box 3, Folder 8
Box 3, Folder 9
Box 3, Folder 10
Box 3, Folder 11
Box 3, Folder 12
Box 3, Folder 13
Box 3, Folder 14

Political Activities outside St. Francis Square, 1966-1970
Material from or about individual members, 1980-1986
Carol Cuénod: Presentation to Bay Area Labor History Workshop "SFSQ, ILWU and
Affordable Housing in Western Addition Redevelopment," 2010
Obituaries, 1979-2008
Series 6 Communications, News Articles and Publications, 1960-2010

Physical Description: 49 folders

Scope and Contents

Two official publications are here: Circling the Square is edited by the Publicity Committee and funded by order of the Board of Directors. It first began in 1966 as a monthly mimeographed sheet and has continued with various formats and frequency of publication. Currently it is published approximately four times a year. This collection holds a complete run and documents a great deal of the Square's history. Almost every activity since 1966 has been reported. The Friday Flyer is printed and distributed every week. It is from the administrative office and gives notice of current information from the Manager, a calendar of events for committee and board meetings, and information from the Board (including its minutes, which have been removed and placed in Series 2). One small file holds three copies of the St. Francis Square Flyer, which was published independently by a group of cooperators in 1965. It is notable in its coverage of events when a Board of Directors was recalled. It was a tumultuous time, but unfortunately only a few documents were retained which can be found in Series II in the folder titled "Recall of Board of Directors, 1965." Also included are several newspaper articles from various outside publications, such as The ILWU Dispatcher.

Box 3, Folder 15
Occasional material from Boards of Directors, Managers & Members, 1960s-1980s

Box 3, Folder 16
Newspaper clippings from The ILWU Dispatcher, 1960-1985

Box 3, Folder 17
Newspaper clippings, various publications, 1963-1964 and 1993

Box 3, Folder 18
St. Francis Square Home News (published by Sales Office), 1963-1964

Box 3, Folder 19
The St. Francis Square Flyer (Independent, published by SFSQ Members), 1964-1965

Box 3, Folders 20-36
Circling the Square (Official publication of SFSQ), 1966-2009

Box 3, Folder 37
Weekly Flyer (on Circling the Square letterhead), 1977-1979

Box 3, Folder 38
Weekly Flyer (no letterhead), 1980

Box 3, Folders 39-40
Weekly Flyer, 1981-1982

Box 4, Folders 1-23
Friday Flyer, 1983-2005 and 2007 and 2009-2010

Series 7 Awards and Studies, 1971-1993

Physical Description: 2 folders

Scope and Contents

Correspondence and news articles reporting awards and statements of praise. The booklet, Sustaining Urban Excellence: Learning from the Rudy Bruner Award for Urban Excellence, 1987 - 1993, pp.119 - 123, reports a study over a 23-year period. Clare Cooper's article, "St. Francis Square: Attitudes of Its Residents," AIA Journal, December 1971, focuses on how the physical design affected the interaction of the residents. The article also contains a response from Robert Marquis, the architect. A draft of Cooper's entire paper (78 + pages) is at the ILWU Anne Rand Research Library.

Box 4, Folder 24
Rudy Bruner Award for Urban Excellence, 1987-1993

Box 4, Folder 25
Article: "St. Francis Square: Attitudes of its Residents," 1971

Article Citation:


Series 8 California Association of Housing Cooperative and National Association of Housing Cooperatives, 1992-2006

Physical Description: 5 folders

Scope and Contents

Documents from annual conferences including the California Association of Housing Cooperatives and the National Association of Housing Cooperatives, attended by St. Francis Square Cooperative member Jean Littlejohn.
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