Guide to the San José Woman's Club Records MSS.2013.06.14

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SJSU Special Collections & Archives
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Title: San José Woman's Club Records
creator: San José Woman's Club (Calif.)
Identifier/Call Number: MSS.2013.06.14
Physical Description: 10 boxes (8.33 linear feet)
Date (inclusive): 1922-1993
Abstract: The San José Woman's Club Records consists of administrative records and pressbooks documenting the club's activities from 1922 to 1993. The collection materials include ledgers, meeting minutes, a receipt book, scrapbooks, photographs, and correspondence.

Biographical / Historical
The San José Woman's Club was formed on December 3, 1894, when a group of nine women gathered to discuss the possibility of forming a club devoted to women's issues. Membership grew steadily to 81 members by 1902, leading the Club to purchase and renovate their first club house in 1906. The club was incorporated as a non-profit in 1909, with meetings held every Saturday afternoon at 2:30 P.M.

The Club was open to all women without discriminating in regards to religion, economic level, ethnic background or education. To accomplish their goals of civic improvement, cultural enhancement and charitable betterment, the San José Woman's Club was organized into smaller groups, or sections. Each section focused on a single aspect of club work. Members were encouraged to join one or more sections to get to know other women in the community. Each section kept a membership roster, financial records and minutes of their meetings and could limit their membership in order to keep the group from getting too large.

The Club organized itself around a social season that began in September of each year and ended in June. Meetings were not held in summer. Highlights of these social seasons included a trip by the First Lady Eleanor Roosevelt, Countess Alexandra Tolstoy and Lotte Golsar in 1939, as well as various fashion shows and luncheons.

In addition to providing a social base for groups of women to join together for civic and community improvement, the Club also provided a venue for women who had training in the arts but lacked an appropriate forum for their talents. Musicians, singers, poets, dramatists, writers, painters and other artists were invited to share their talents with appreciative friends.

Preferred Citation
San José Woman's Club Records, MSS-2013-06-14, San José State University Library Special Collections & Archives.

Arrangement

Scope and Contents
The San José Woman's Club Records consists of administrative records, press scrapbooks, and some printed matter documenting the club's activities from 1922 to 1993. The collection materials include ledgers of meeting minutes, a receipt book, correspondence, and scrapbooks containing newspaper clippings and some photographs. These scrapbooks and other administrative materials are divided by different sections, such as Septima, Handicraft, Antiques, Literature and Drama, Bridge, and more. There are also some excerpts written by various club historians found in some of the scrapbooks.

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Conditions Governing Access
The collection is open for research.

Processing Information
Collection processing began in 2013, and was completed by Grace Song in February 2016. Additional accrual rehousing completed, MSS-2015-01-12 merged with this collection, and finding aid updated by Rita Wang, February 2017.

Subjects and Indexing Terms
Women -- Societies and clubs
Women -- California -- San Jose -- Societies and clubs
San José Woman’s Club (Calif.)

Series I. Administrative Materials 1936-1993

Scope and Contents
This series contains the meeting minutes and membership ledgers of the various sections of the San José Woman’s Club including Septima, Handicraft, Gayla, Literature and Drama, Fiesta, and Antiques.

Members of the San José Woman's Club were encouraged to join one or more sections in order to get to know other women of the community. Within each section, women would devote themselves to philanthropic endeavors, raising money through house tours, fashion shows, dances, bazaars, and similar activities. The sections were allowed to limit their membership in order to keep the group from growing to large.

Arrangement
This series is arranged chronologically.

Box 1, Folder 1       Meeting Minutes 1936-1941
Box 1, Folder 2       Literature and Drama Section Minutes 1941-1946
Box 1, Folder 3       Literature and Drama Section Minutes 1946-1955
Box 1, Folder 4       Minutes of Past Presidents 1946-1954
Box 1, Folder 5       Septima Section Minutes 1947-1953
Box 1, Folder 6       Handicraft Section Minutes 1950-1967
Box 6                San José Woman’s Club Rental Information Ledger 1951-1952
Box 1, Folder 7-8     Literature and Home Arts Section Minutes 1955-1968
Box 1, Folder 9       Minutes of Past Presidents 1958-1970
Box 1, Folder 10      San José Woman’s Club Minutes 1963-1981
Box 1, Folder 11      Bridge Section Minutes and Records 1966-1978
Box 1, Folder 12      Antique Section Minutes 1967-1974
Box 1, Folder 13      Antique Section Membership Ledger 1967-1975
Box 1, Folder 14      Antique Section Minutes 1967-1982
Box 1, Folder 15      Handicraft Section Minutes 1969-1980
Box 1, Folder 16      Antique Section Directories 1972-1985
Box 1, Folder 17      Board of Directors Minutes 1974-1978
Box 2, Folder 1       Antique Section Membership Ledger 1975-1985
Box 2, Folder 2       Antique Section Minutes 1976-1982
Box 2, Folder 3       General Club and Tea Meeting Minutes 1976-1984
Box 2, Folder 4       Receipt Book 1976-1982
Box 2, Folder 5       Antique Section Bazaar Reports 1977-1988
Box 2, Folder 6       Board of Directors Minutes 1978-1984
Box 2, Folder 7       Antique Section Minutes 1982-1990
Box 2, Folder 8       Board of Directors Minutes 1984-1992
Box 2, Folder 9       General Club and Tea Minutes 1984-1993
Box 2, Folder 10      Soroptimist International of San Jose Records 1992-1993
Series II. Scrapbooks and Photographs 1922-1993

Scope and Contents
This series contains scrapbooks and photographs of the San José Woman's Club and its various sections from 1894-1993. Some key events of note within the scrapbooks and photographs are various trips made by international figures that include Eleanor Roosevelt, Countess Alexandra Tolstoy (daughter of Leo Tolstoy), and Lotte Golsar, a famous dancer and mime, as well as various luncheons and tea socials with local celebrities and personalities. The scrapbooks feature primarily press notices about group activies, events, and announcements. Also included are scrapbooks that detail the history of the Club.

Arrangement
This series is arranged chronologically.

Box 3, Folder 1  San José Woman's Club History 1922-1923
Box 3, Folder 2  San José Woman's Club Book 1923-1924
Box 3, Folder 3  San José Woman's Club 1935-1936
Box 3, Folder 4  San José Woman's Club History (1894-1929) 1936
Box 3, Folder 5  San José Woman's Club History 1936-1938
Box 3, Folder 6  San José Woman's Club General Photographs 1936-1978
Box 3, Folder 7  San José Woman's Club Digital Photographs 1936-1978
Box 3, Folder 8  San José Woman's Club History 1938-1939
Box 3, Folder 9  Santa Clara Co. Federation Scrapbook 1939-1940
Box 3, Folder 10  Loose Material from Santa Clara Co. Federation Scrapbook 1939-1940
Box 6  Junior Woman's Club Scrapbook 1940-1943
Box 8  San José Woman's Club 1941-1942
Box 8  San José Woman's Club 1942-1943
Box 3, Folder 11  San José Woman's Club Press Notices 1946-1947
Box 3, Folder 12  Coordinating Council of Woman's Clubs 1947-1971
Box 4, Folder 1  Fiesta Section 1950-1970
Box 4, Folder 2  Special Interest Section 1952-1964
Box 4, Folder 3  Gayla Section 1954-1968
Box 4, Folder 4  Septima Section 1955-1966
Box 4, Folder 5  San José Woman's Club 1958-1959
Box 7  San José Woman's Club Scrapbook 1961-1963
Box 4, Folder 6  Coordinating Council of Woman's Club History and Press Book 1963-1966
Box 5, Folder 1  Bridge Section 1966-1978
Box 5, Folder 2  Septima Section 1967-1968
Box 5, Folder 3  Handicraft Section 1968-1971
Box 9  San José Woman's Club 1969-1970
Box 5, Folder 4  Handicraft Section 1970-1983
Box 8  Emilie 1978-1980
Box 5, Folder 5  Bridge Section 1979
Box 5, Folder 6  San José Woman's Club 1991-1992
Box 5, Folder 7  San José Woman's Club 1992-1993
Box 5, Folder 8  Soroptimist International of San Jose Photographs 1993

Series III. Printed Matter and Correspondence 1963-1985

Scope and Contents
This series includes the various printed materials of the club such as clippings and newsletters relating to the San José Woman's Club, “Tips for Publicity Chairman”, and the correspondence among the members relating primarily to membership withdraws or member absence.

Arrangement
This series is arranged chronologically.

Box 10, Folder 1  Clippings and Newsletters 1956-1984
Box 10, Folder 2  Correspondence 1963-1969
Box 10, Folder 3  Tips for Publicity Chairman 1966