Guide to the Soroptimist International of Carmichael-Fair Oaks records

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Guide to the Soroptimist International of Carmichael-Fair Oaks records

Collection number: MS0047

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Sacramento, CA

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Descriptive Summary
Title: Soroptimist International of Carmichael-Fair Oaks records
Dates: 1969-2001
Bulk Dates: 1990-2001
Collection number: MS0047
Creator: Soroptimist International of Carmichael-Fair Oaks
Collection Size: 2 linear feet (3 boxes)
Repository: Center for Sacramento History
Sacramento, California 95811-0229

Abstract: The Soroptimist International of Carmichael-Fair Oaks, originally known as the Sacramento-San Juan Soroptimist Club, was chartered in 1969. Part of the larger Soroptimist International of the Americas, Soroptimist clubs cater to professional women interested in community service. The records of the club include five subseries: meeting records, ledgers, club records, club events, and scrapbooks. The files date from 1969 to 2001 when the club disbanded. The bulk of the material dates from 1990-2001. The collection includes scrapbooks, correspondence, ledgers, financial documents, meeting records, photographs, event fliers, programs, tickets, and brochures.

Physical location: 27L7
Languages: Languages represented in the collection: English

Access
Collection is open for research use.

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Preferred Citation
[Identification of item and/or item number], [box and folder number], Soroptimist International of Carmichael-Fair Oaks records, MS0047, Center for Sacramento History.

Acquisition Information
Soroptimist International of Carmichael-Fair Oaks Club records were donated to the Center for Sacramento History by Sylvia Hatfield and Rosalind Lind, surviving charter members of the Soroptimist International of Carmichael-Fair Oaks Club, in 2004 (accession #2004/072).

Processing Information

Biography / Administrative History
The Soroptimist International of Carmichael-Fair Oaks, originally the Sacramento-San Juan Soroptimist Club, was chartered on March 30, 1969. The club was chartered with twenty-two members, and officers included President Kathlynn Knudsen,
Oaks records
International of Carmichael-Fair
Guide to the Soroptimist
raisers.

printed materials, and photos from nearly three decades worth of club events, including club birthday parties and fund

events, celebration of member accomplishments, as well as emotional support for members during difficult times.
The Carmichael-Fair Oaks club had a long history of low numbers, going on and off of the “endangered club” list throughout
its existence. In 2001 the club finally closed its doors, with most of its members either not attending or retiring from the
professional world. The club donated the remainder of its funds to various charitable organizations throughout the area,
and remaining members transferred to other nearby clubs.

Scope and Content of Collection
The Soroptimist International of Carmichael-Fair Oaks records are arranged into one series of administrative records with
four subseries: (1) Meeting Records, (2) Ledgers, (3) Club Records, (4) Club Events, and (5) Scrapbooks. The files date from
1969 to 2001 when the club disbanded, with the bulk of the material dating from 1990-2001.
The first subseries, Meeting minutes, consists of 7 file folders: Board of Directors Meeting Minutes, Board Meeting Minutes,
Business Meeting Minutes, Treasurer Reports, Regular Meeting Minutes, Committee Meeting Minutes, and Miscellaneous
Meeting Minutes. Materials date from 1969 to 2001, with a majority of the materials dating from 1990 to 2001. Items are
arranged chronologically within each folder, and include meeting minutes and treasurer reports from the various
administrative and committee groups that made up the club. These document the growth, activities, and eventual
deterioration of the club through official club meeting records. Committee records include a range of interests, including
education, leadership and social/hospitality.
The second subseries, Ledgers, consists of 1 file folder: Ledgers. Items in this subseries are organized chronologically, from
1988 to 2001, with materials dating consistently through that period. This subseries demonstrates the income and
expenditures of the club over a thirteen year period. Materials include three ledger books, dating from 1988-1996,
The third subseries, Club Records, contains 9 file folders: Chartering of Club: Letters of Welcome, Officer Information,
Treasurer Printed Materials, Club Roster, Member/Club Information, Beppu Sister Organization, Guestbook, Certificates and
Awards, and Disbanding of Club. Items in this subseries are organized chronologically, from 1969 to 2001, with a majority
of information dating from 1990 to 2001. These folders demonstrate the club activities from the perspective of the entire
club, as opposed to the executive level information of the Meeting Records subseries. Materials include scholarships given
by the club, lists of past presidents, club rosters from the mid 1970s through 2000, and the various certificates and awards
received by the club.
The fourth subseries, Club Events, consists of ten file folders: Newspapers Clippings, Events Printed Materials, Bobbi Jones
and the Carmichael Conspiracy/Kaleidoscope, Thanksgiving, Honorary KFBK Traffic Reporter Flight, Salute to Women,
Membership Breakfast, Club Birthday, Death of Jeanne Hardie Hill, and Antique Show. Materials in this subseries date from
1974 to 2001, with a majority of materials dating from 1990 to 2001, and are arranged topically and chronologically. These
records most clearly demonstrate the clubs interactions with the greater community, through its fundraising efforts and
community outreach efforts. This folder also contains information created by the club for club members, including
membership breakfasts, club birthday celebrations, and memorial information with the death of club member Jeanne
Hardie Hill. Materials include fliers, tickets, programs, pamphlets, photographs and brochures.
The fifth and final subseries, Scrapbooks, contains three scrapbooks created by club members during the life of the club.
These scrapbooks have been generally titled based on their contents: Soroptimist 1982-1983, Presidents Scrapbook, and
Club Scrapbook. The scrapbooks reflect the club’s history through the eyes of their creator, with photographs, programs,
fliers and other printed memorabilia. The Soroptimist 1982-1983 scrapbook documents the club’s history during that time
period, with fliers and photos of events and members. The Presidents Scrapbook, documents photos of the presidents of
the club, from generally 1969 to 1993, although there are other event photos interspersed throughout the album. Finally,
the Club Scrapbook shows club events arranged in a loosely chronological order, from 1969 to 1993. There are programs,
printed materials, and photos from nearly three decades worth of club events, including club birthday parties and fund
raisers.
**Arrangement**

Series 1. Administrative records  
Subseries 1.1 Meeting minutes  
Subseries 1.2 Ledgers  
Subseries 1.3 Club records  
Subseries 1.4 Club events  
Subseries 1.5 Scrapbooks

**Indexing Terms**

The following terms have been used to index the description of this collection in the library's online public access catalog.

Soroptimist International of Carmichael-Fair Oaks  
Carmichael (Calif.)--History  
Sacramento (Calif.)--History  
Women--California--Sacramento--Societies and clubs  
Women--Services for

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**Series 1. Administrative records**

**Physical Description:** 3 boxes  
**Series Scope and Content Summary**

The Soroptimist International of Carmichael-Fair Oaks Collection is arranged into one series of administrative records with four subseries: (1) Meeting Records, (2) Club Records, (3) Club Events, and (4) Scrapbooks. The files date from 1969 to 2001 when the club disbanded, with the bulk of the material dating from 1990-2001.

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**Subseries 1.1 Meeting minutes**

**Subseries Scope and Content Summary**

The first subseries, Meeting minutes, consists of 7 file folders: Board of Directors Meeting Minutes, Board Meeting Minutes, Business Meeting Minutes, Treasurer Reports, Regular Meeting Minutes, Committee Meeting Minutes, and Miscellaneous Meeting Minutes. Materials date from 1969 to 2001, with a majority of the materials dating from 1990 to 2001. Items are arranged chronologically within each folder, and include meeting minutes and treasurer reports from the various administrative and committee groups that made up the club. These document the growth, activities, and eventual deterioration of the club through official club meeting records. Committee records include a range of interests, including education, leadership and social/hospitality.

- Box 1:1 Board of Directors meeting minutes 1969 - 2000
- Box 1:2 Board meeting minutes 1969-2001, undated
- Box 1:3 Business meeting minutes 1969-2001
- Box 1:4 Treasurer reports 1970-2001
- Box 1:5 Regular meeting minutes 1969-1989
- Box 1:6 Committee meeting minutes 1973-2000
- Box 1:7 Miscellaneous meeting minutes 1989-1993, undated

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**Subseries 1.2 Ledgers 1988 - 2001**

**Physical Description:** 1 folder  
**Subseries Scope and Content Summary**

The second subseries, Ledgers, consists of 1 file folder: Ledgers. Items in this subseries are organized chronologically, from 1988 to 2001, with materials dating consistently through that period. This subseries demonstrates the income and expenditures of the club over a thirteen year period. Materials include three ledger books, dating from 1988-1996, 1996-1999, and 2000-2001, as well as several loose sheets of ledger paper.
Subseries 1.3 Club records

Physical Description: 9 folders

Subseries Scope and Content Summary

The third subseries, Club records, contains 9 file folders: Chartering of Club: Letters of Welcome, Officer Information, Treasurer Printed Materials, Club Roster, Member/Club Information, Beppu Sister Organization, Guestbook, Certificates and Awards, and Disbanding of Club. Items in this subseries are organized chronologically, from 1969 to 2001, with a majority of information dating from 1990 to 2001. These folders demonstrate the club activities from the perspective of the entire club, as opposed to the executive level information of the Meeting Records subseries. Materials include scholarships given by the club, lists of past presidents, club rosters from the mid 1970s through 2000, and the various certificates and awards received by the club.

Box 2:1 Chartering of club: letters of welcome 1969, undated
Box 2:2 Officer information 1974-2001
Box 2:3 Treasurer printed materials 1974-2001, undated
Box 2:4 Club roster 1974-2000, undated
Box 2:5 Member/club information 1969-2001
Box 2:6 Beppu sister organization 1990-2001
Box 2:7 Guestbook 1989-2001
Box 2:8 Certificates and awards 1977-1999
Box 2:9 Disbanding of club 2001

Subseries 1.4 Club events

Physical Description: 10 folders

Subseries Scope and Content Summary

The fourth subseries, Club events, consists of ten file folders: Newspapers Clippings, Events Printed Materials, Bobbi Jones and the Carmichael Conspiracy/Kaleidoscope, Thanksgiving, Honorary KFBK Traffic Reporter Flight, Salute to Women, Membership Breakfast, Club Birthday, Death of Jeanne Hardie Hill, and Antique Show. Materials in this subseries date from 1974 to 2001, with a majority of materials dating from 1990 to 2001, and are arranged topically and chronologically. These records most clearly demonstrate the clubs interactions with the greater community, through its fundraising efforts and community outreach efforts. This folder also contains information created by the club for club members, including membership breakfasts, club birthday celebrations, and memorial information with the death of club member Jeanne Hardie Hill. Materials include fliers, tickets, programs, pamphlets, photographs and brochures.

Box 2:10 Newspapers clippings 1979-2000
Box 2:11 Events printed materials 1974-1999
Box 2:12 Bobbi Jones and the Carmichael conspiracy/kaleidoscope 1980-2000
Box 2:13 Thanksgiving 1989-2000
Box 2:14 Honorary KFBK traffic reporter flight 1993
Box 2:15 Salute to women 1978-1987
Box 2:16 Membership breakfast 1998-2000
Box 2:17 Club birthday 1989-2000, undated
Box 2:18 Death of Jeanne Hardie Hill 2000
Box 2:19 Antique show 2001
Subseries 1.5 Scrapbooks

Physical Description: 3 folders

Subseries Scope and Content Summary

The fifth and final subseries, Scrapbooks, contains three scrapbooks created by club members during the life of the club. These scrapbooks have been generally titled based on their contents: Soroptimist 1982-1983, Presidents Scrapbook, and Club Scrapbook. The scrapbooks reflect the club’s history through the eyes of their creator, with photographs, programs, fliers and other printed memorabilia. The Soroptimist 1982-1983 scrapbook documents the club’s history during that time period, with fliers and photos of events and members. The Presidents Scrapbook, documents photos of the presidents of the club, from generally 1969 to 1993, although there are other event photos interspersed throughout the album. Finally, the Club Scrapbook shows club events arranged in a loosely chronological order, from 1969 to 1993. There are programs, printed materials, and photos from nearly three decades worth of club events, including club birthday parties and fund raisers.

Box 3:1  Soroptimist 1982-1983
Box 3:2  Presidents scrapbook 1969-1993
Box 3:3  Club scrapbook 1982-1983