Guide to the Helen Lotos Files on Orange County Women's Organizations

Collection number: MS-R74

Special Collections and Archives
The UCI Libraries
University of California
Irvine, California

Processed by:
John Howard Fowler
Date Completed:
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Encoded by:
Andre Ambrus

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Descriptive Summary
Title: Helen Lotos files on Orange County women's organizations,
Date (inclusive): 1968-1988
Date (bulk): 1971-1984
Collection number: MS-R74
Creator: Lotos, Helen
Extent: 2.6 linear feet6 boxes and 2 oversize folders
Repository: University of California, Irvine. Library. Special Collections and Archives.
Irvine, California 92623-9557

Abstract: This collection comprises pamphlets, information packets, clippings, newsletters, minutes, notes, and other materials documenting Helen Lotos' involvement in women's rights organizations during the 1970s and 1980s. Women's advocacy organizations represented in this collection include the National Organization for Women (N.O.W.) which is dedicated to eliminating sexism, and Women in Communications, Inc. (W.I.C.I.) which promotes the advancement of women in all fields of communications. While Lotos was primarily involved at the local level (Orange County, California) in both organizations, her statewide, regional, and national level involvement is also represented in this collection. Much of the material reflects Lotos' participation as an officer in these organizations and as an expert in public relations and media issues.

Language: English.

Access
Collection open for research.

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Preferred Citation
Helen Lotos files on Orange County women's organizations. MS-R74. Special Collections and Archives, The UC Irvine Libraries, Irvine, California. Date accessed.

For the benefit of current and future researchers, please cite any additional information about sources consulted in this collection, including permanent URLs, item or folder descriptions, and box/folder locations.

Acquisition Information

Biography
Helen Lotos became active in the Orange County Chapter of the National Organization for Women in 1971. In 1972 she was the membership chair for that chapter, and in 1973 she served as its president. The California state N.O.W. organization was formed in 1972, and in 1973 Lotos ran unsuccessfully for State Coordinator.
In 1976 Lotos joined Women in Communications, Inc. She became the Orange County chapter's vice-president and E.R.A chair in 1977-1978. In 1978-1979 she served as president of the Orange County chapter of W.I.C.I. and, under her leadership, the Orange County professional chapter was chosen as one of the six best in the nation. In 1984 she served on the W.I.C.I. national board of directors.

In 1973 Lotos accepted a position as Information Services Director for the Orange County Libraries, which she still held as of 1999. She has been a member of various professional societies, including the Orange County Press Club, the Public Relations Society of America, the Library Public Relations Council, and the California Elected Women's Association. In 1999 she was on the board of directors for the Friends and Foundations of California Libraries.

Scope and Content of Collection
This collection comprises pamphlets, information packets, clippings, newsletters, minutes, notes, and other materials documenting Helen Lotos' involvement in women's rights organizations during the 1970s and 1980s. Women's advocacy organizations represented in this collection include the National Organization for Women (N.O.W.) which is dedicated to eliminating sexism, and Women in Communications, Inc. (W.I.C.I.) which promotes the advancement of women in all fields of communications. While Lotos was primarily involved at the local level (Orange County, California) in both organizations, her statewide, regional, and national level involvement is also represented in this collection. Much of the material reflects Lotos' participation as an officer in these organizations and as an expert in public relations and media issues.

Arrangement
This collection is organized into two series:

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

Subjects
Lotos, Helen--Archives.
National Organization for Women--Archival resources.
Women in Communications, inc.--Archival resources.
Human rights advocacy--California--Orange County--Archival resources.
Women's rights--California--Orange County--Archival resources.

Occupations
Activists--California--Orange County.

Index Terms Related to this Collection
National Organization for Women.
Women in Communications, inc.
Online Archive of California.

Separated Note
Three serials were removed from this collection and cataloged separately in Special Collections:

Physical Description: 1.6 linear ft.

Series Scope and Content Summary

This series contains clippings, newsletters, minutes, notes, photographs, and information resource materials documenting activities and projects of the National Organization for Women at various organizational levels. Materials in this series address a variety of issues including women's representation on the Orange County (Calif.) Manpower Commission, prenatal care for poor women, public relations and media issues, and the coordination of efforts with other local women's groups. Issues of Action N.O.W., the Orange County chapter newsletter, have been cataloged separately. Files in the series are arranged topically within larger groupings reflecting local Orange County N.O.W. activities, other N.O.W. activities, and N.O.W. information resources.

Orange County N.O.W. files

Box 1: 1 - 2: 12, 6: 6
Box 1: 1
Box 1: 2-4
Box 1: 2
Box 1: 2-4
Box 1: 3
Box 1: 4
Box 6: 6
Box 1: 5
Box 1: 6
Box 1: 7
Box 2: 1
Box 2: 2
Box 2: 3
Box 2: 4
Box 2: 5
Box 2: 6
Box 2: 7
Box 2: 8
Box 1: 8
Box 2: 9
Box 2: 10
Box 2: 11
Box 2: 12
Box 2: 13 - 3: 3, 6: 7
Box 2: 13
Box 3: 1, 6: 7
Box 3: 1
Box 6: 7
Box 3: 2
Box 3: 3
Box 3: 4
Box 3: 5-7, 6: 8, FB-2: 3
Box 3: 5
Box 3: 6
Box 6: 8, FB-2: 3
Box 6: 8
Box 3: 7
Box 3: 8 - 4: 2
Box 3: 8
Box 3: 9

California N.O.W. files

Box 1: 1
Box 2: 6
Box 2: 7
Box 2: 8
Box 1: 8
Box 2: 9
Box 2: 10
Box 2: 11
Box 2: 12
Box 2: 13 - 3: 3, 6: 7
Box 2: 13
Box 3: 1, 6: 7
Box 3: 1
Box 6: 7
Box 3: 2
Box 3: 3
Box 3: 4
Box 3: 5-7, 6: 8, FB-2: 3
Box 3: 5
Box 3: 6
Box 6: 8, FB-2: 3
Box 6: 8
Box 3: 7
Box 3: 8 - 4: 2
Box 3: 8
Box 3: 9

National N.O.W. files

FB-2: 3

Box 3: 5
Box 3: 6
Box 6: 8, FB-2: 3
Box 6: 8
Box 3: 7
Box 3: 8 - 4: 2
Box 3: 8
Box 3: 9

Proposed by-laws, 1973

Publications

National NOW Times, 1979-1980


Task forces, 1972-1973

N.O.W. information resource files

Bibliographies, undated

Government and legal, 1970

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- Box 3 : 10 Miscellaneous, 1972-1975
- Box 3 : 11 Published articles on women's issues, 1969-1974
- Box 4 : 1 Manuscript articles on women's issues, undated
- Box 4 : 2 Women's Equity Action League, 1975-1976


Physical Description: 1.0 linear ft.

Series Scope and Content Summary

This series contains correspondence, clippings, newsletters, minutes, notes, photographs, convention packets, and information resource materials documenting the activities and projects of Women in Communication, Inc., at various organizational levels. Of particular interest are the chronological files containing a variety of materials documenting the administration of the Orange County chapter during Lotos' decade of membership. Issues of Update, the Orange County chapter newsletter, and The Signal, the Los Angeles County chapter newsletter, have been cataloged separately. Files in the series are arranged topically within larger groupings reflecting local (Orange and Los Angeles counties), Western regional, and national activities.

- Box 4 : 3-10 Orange County W.I.C.I. files
- Box 4 : 3-7 Chronological files
  - Box 4 : 3 1972-1975
  - Box 4 : 4 1976-1977
  - Box 4 : 5 1978
  - Box 4 : 6 1979
  - Box 4 : 7 1980-1985
- Box 4 : 8 Long-range planning, 1985
  
  Note
  Honored Dale Messick, the creator of "Brenda Starr."

- Box 4 : 10 Member lists, 1988
- Box 5 : 1-2 Los Angeles County W.I.C.I. files
- Box 5 : 1 Activities, 1976-1981
- Box 5 : 2 Lotos' membership information, 1976
- Box 5 : 3-4 Western Region W.I.C.I. chronological files
  - Box 5 : 3 1978-1983
  - Box 5 : 4 1984-1985
- Box 5 : 5 - 6 : 5 National W.I.C.I. files
  - Box 5 : 5 1980
  - Box 5 : 6 1984-1985
- Box 5 : 7 - 6 : 1 Meetings
  - Box 5 : 7 Convention packets
    - Box 5 : 7 1978
    - Box 5 : 8 1979
    - Box 5 : 9 1980
  - Box 6 : 1 1983
- Box 6 : 2 Related materials, 1977-1980
- Box 6 : 3-5, FB-1 : 6 Publications
  - Box 6 : 3 Matrix, 1976-1979
  - Box 6 : 4-5 National Newsletter
    - Box 6 : 4 1976-1977
    - Box 6 : 5 1978-1979
  - Box 6 : 5 Pro/Comm: The Professional Communicator, 1983

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