Title: Billie Jenkins papers
Collection number: PASC 322
Contributing Institution: UCLA Library Special Collections
Language of Material: English
Physical Description: 6.5 linear ft. (14 boxes)
Date (bulk): Bulk, 1980-1995
Abstract: Billie Beasley Jenkins is a pioneer for professional working women and African Americans in the entertainment industry. She has been involved in many aspects of film and television including acquisitions, business affairs, human resources and casting to executive in charge of production for movies made for television, pilots, series and theatrical films. The collection consists of material related to Jenkins involvement with Women In Film and her public service activities with organizations and institutions such as The American Film Institute Gary Hendler Minority Filmmaker Program, the City of Los Angeles Cultural Heritage Commission and the Boy Scouts of America Women of Excellence committee, among others.
Language of Materials: Materials are in English.
Physical Location: Stored off-site at SRLF. Advance notice is required for access to the collection. Please contact the UCLA Library Special Collections Reference Desk for paging information.
Creator: Jenkins, Billie Beasley, 1943-
Restrictions on Access
COLLECTION STORED OFF-SITE AT SRLF: Open for research. Advance notice required for access. Contact the UCLA Library Special Collections Reference Desk for paging information.
Boxes 12, 13, and 14 are closed until six months following the death of Billie Jenkins.
Restrictions on Use and Reproduction
Property rights to the physical object belong to the UCLA Library Special Collections. Literary rights, including copyright, are retained by the creators and their heirs. It is the responsibility of the researcher to determine who holds the copyright and pursue the copyright owner or his or her heir for permission to publish where The UC Regents do not hold the copyright. Portions of this collection are closed.
Physical Characteristics and Technical Requirements
COLLECTION CONTAINS DIGITAL MATERIALS: Special equipment or further processing may be required for viewing. To access digital materials you must notify the reference desk in advance of your visit.
Preferred Citation
[Identification of item], Billie Jenkins Papers (Collection PASC 322). UCLA Library Special Collections, Charles E. Young Research Library, UCLA.
Provenance/Source of Acquisition
Biography
Billie Beasley Jenkins was born on June 27, 1943 in Topeka, Kansas. In 1948, her family relocated to Los Angeles, California. She attended Louis Pasteur Junior High School, graduated from Dorsey High and attended Santa Monica College. On a dare in 1976, Jenkins applied for and was hired as a receptionist in the personnel department of Columbia Pictures. Within a month, Jenkins went to work for Jackie Cooper at Screen Gems, the television arm of Columbia. Leonard Goldberg replaced Cooper in 1969 and Jenkins stayed on as his assistant. During her time at Screen Gems, Jenkins was involved in a number of popular television shows such as The Monkees, Bewitched, I Dream of Jeannie, The Partridge Family, Bridget Loves Bernie, and Brian's Song.
In 1972 Goldberg and Aaron Spelling formed Spelling-Goldberg Productions, a television production company at 20th Century Fox. Jenkins joined Goldberg at the new company where she played a key role in the production of made-for-television movies, theatrical films, and series including, Charlie's Angels, Family, Fantasy Island, Hart to Hart, Starsky & Hutch, The Rookies, and T. J. Hooker. In the early 1980s the Leonard Goldberg Company was moved to Metro-Goldwyn-Mayer Inc. (MGM). Jenkins was promoted to Director of Administration and was involved with the production of films such as the Emmy award winning Something About Amelia and WarGames. She was promoted to Vice President of Administration for the Leonard Goldberg Company at Paramount Pictures in 1985. In this position Jenkins was involved with the development and production of the pilots and television series Paper Dolls and The Cavanaughs.
Jenkins moved to 20th Century Fox Film Corporation with Goldberg in 1986 when he became President and Chief Operating Officer. She later became Director of Administration in Studio Operations. This executive appointment made Jenkins responsible for seven departments on the studio lot including, Purchasing, Administrative Services, Special Events, Production Facilities, and Special Projects. She also served as the studio facilities executive liaison for the filming of the motion picture Die Hard. In 1990, Jenkins was named to the newly created position of Director, Production Services and Resources in the Fox Motion Picture Division. She left Fox in 1992, devoting full time to her own company, Masala Productions, Inc.

In January 1991, Jenkins was named the first African American president of Women In Film. As a leader in the Black community she has served as Program Coordinator for the American Film Institute's Gary Hendler Minority Filmmakers, was a member of the Black Women's Network, and guest speaker at numerous events and seminars. Jenkins was appointed by Los Angeles Mayor Tom Bradley as one of five commissioners to serve on the Cultural Heritage Commission, 1992-1993.

**Scope and Content**
The collection consists of materials related to the career of Billie Beasley Jenkins, entertainment businesswoman and pioneer for professional women and African Americans in the entertainment industry. The bulk of the collection are files related to Jenkins’ tenure as consultant and/or President of Women In Film and include Board agendas, meeting minutes, organization newsletters, and other event files. Also included are materials related to her professional contributions with organizations and institutions including The American Film Institute Gary Hendler Minority Filmmaker Program, the City of Los Angeles Cultural Heritage Commission and the Boy Scouts of America Women of Excellence committee, among others. Additionally, there is a small amount of printed materials, two DVDs documenting television appearances made by Jenkins, and four photographs. Additional materials include restricted files pertaining to a lawsuit generated by Jenkins against 20th Century Fox Studio; the files are closed until six months following the death of Jenkins. Notably absent from the collection are files and scripts related to her involvement with specific film and television projects in which she was involved while working for Screen Gems or the Leonard Goldberg Company.

**Organization and Arrangement**
Arranged in the following series:
1. Women In Film
2. Lawsuit -- Note: THIS PORTION OF THE COLLECTION CLOSED
3. Professional Activities
4. Correspondence
5. Photographs
6. Printed Material
7. Television Appearances

**Related Material**
- Nancy Malone papers (Collection PASC 254): UCLA Library Special Collections, Charles E. Young Research Library, UCLA.
- Women in Film Organization records (Collection PASC 109): UCLA Library Special Collections, University Research Library, University of California, Los Angeles.

**UCLA Catalog Record ID**
UCLA Catalog Record ID: 6693480

**Subjects and Indexing Terms**
Jenkins, Billie Beasley, 1943- --Archives.
Women in television broadcasting--California--Archives.
Women in the motion picture industry--California--Archives.

Physical Description: Boxes 1-6, 8, 10

Scope and Content Note

The Women in Film (WIF) series consists of files related to Jenkins' tenure as first African American President of Women In Film, a non-profit organization and foremost women’s rights organization within the entertainment industry. Included in the series are board agendas, minutes, a small amount of correspondence, a small amount of administrative files, Crystal awards memorabilia, and printed material including the organization newsletter, Reel News. Selected files may be related to Jenkins role as consultant to WIF. The series is organized alphabetically by file titles.

Box 1, Folder 2  Agendas for Board of Director meetings. (1991-1992).

Box 10, Folder 17  Billie Beasley Jenkins - Women In Film Board announcement. (1989 Dec).

General note
Note of congratulations and Variety clipping.

Box 10, Folder 14  Billie Beasley Jenkins - Women In Film president announcement. (1991 Jan).

General note
Notes of congratulations and clippings.


General note
Removed from loose binder for preservation purposes.


General note
Removed from loose binder for preservation purposes.

Box 1, Folder 7  Board Duties. (1992).

Box 1, Folder 6  Board Duties proposal for restructuring Women In Film Board. (1995).

Box 1, Folder 9  Board Meeting agendas and handouts. (1995).

Box 1, Folder 5  Board meeting time dates. (1990-1992).

Box 1, Folder 11  Board Meetings agendas. (1993).

Box 2, Folder 1  Board Meetings minutes. (1992).


Box 1, Folder 10  Board Meetings minutes. (1994).

Box 1, Folder 8  Board Member lists. (1989-1994).


Box 2, Folder 3  Board Training session. (1992).

Box 6, Folder 3  Brochures and forms. (no date).

Box 2, Folder 5  Budget. (1994).

Box 2, Folder 8  Budget. (1992).


General note
With a thank you note from Eva Marie Saint.


Box 2, Folder 10  Correspondence - 1996. (1996).
Box 3, Folder 5  
**Crystal Awards. (1994).**  
General note  
Appears to be for 1994.

Box 3, Folder 6  
**Crystal Awards - WIF and AIM Promotions Inc. correspondence. (1994).**

Box 3, Folder 1  
**Crystal Awards / Lucy Awards Invitation 2006. (2006).**

Box 3, Folder 12  
**Crystal Awards 1990 [other files she called these journal - appears to be Tribute book and invitation]. (1990).**  
General note  
Name badge and tribute book.

Box 3, Folder 10  
**Crystal Awards 1991. (1991).**  
General note  
Invitations (2 copies), tribute book (2 copies), and press kit

Box 3, Folder 11  
**Crystal Awards 1991 luncheon photographs. (1991).**

Box 3, Folder 8  
**Crystal Awards 1992. (1992).**  
General note  
Clippings.

Box 3, Folder 7  
**Crystal Awards 1992. (1992).**  
General note  
Event script and souvenir book. Appears to be what creator calls 'tribute book'.

Box 3, Folder 9  
**Crystal Awards 1992 luncheon photographs. (1992).**  
General note  
Appears to be what creator calls 'tribute book'.

Box 3, Folder 4  
**Crystal Awards Journal. (1996).**  
General note  
Appears to be what creator calls 'tribute book'.

Box 3, Folder 2  
**Crystal Awards Journal. (2001).**  
General note  
Appears to be what creator calls 'tribute book'.

Box 3, Folder 3  
**Crystal Awards Journal and memorabilia. (1998).**  
General note  
Appears to be what creator calls 'tribute book'.

Box 10, Folder 7  
**Daily News clipping regarding Hall of Fame. (1992 June 10).**  
General note  
With accompanying photgraph of Jenkins and Harriet Silverman.

Box 3, Folder 13  
**Depiction Study correspondence. (1991).**

Box 3, Folder 14  

Box 3, Folder 15  
**Depiction Study What's Wrong With This Picture? The Status of Women on Screen and Behind the Camera in Entertainment TV. (1990).**  
General note  
2 copies.

Box 4, Folder 1  
**Development memorandum. (1992).**

Box 4, Folder 2  
**Executive Committee file concerning H. Silverman. (1992).**
<table>
<thead>
<tr>
<th>Box 4, Folder 3</th>
<th>Executive Director file concerning H. Silverman. (ca. 1990-1995).</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Jenkins WIF Executive Consultant</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Information pertaining to women in film and television organizations in the US and Canada.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Member list.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Removed from binder for preservation purposes.</td>
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<td></td>
<td>General note</td>
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<td>Removed from binder for preservation purposes.</td>
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<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>With two notes to Jenkins.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Eleven issues, some with mention of Jenkins.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Ten issues, some with mention of Jenkins.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
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<tr>
<td></td>
<td>Ten issues, some with mention of Jenkins.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Ten issues, some with mention of Jenkins.</td>
</tr>
</tbody>
</table>

Box 5, Folder 8
General note
Thirteen issues, some with mention of Jenkins.

Box 6, Folder 2
Stationery (blank). (no date).
Box 6, Folder 4
General note
Session minutes, agendas, and other activity information.

Box 6, Folder 5
Box 6, Folder 6
USA Networks / Women In Film Apprentice Program (folder 1 of 2). (1992-1995).
Box 6, Folder 7
USA Networks / Women In Film Apprentice Program (folder 2 of 2). (1992-1995).
Box 6, Folder 10
Box 1, Folder 1

Box 6, Folder 8
Women In Film Foundation (folder 1 of 2). (1993-1995).
General note
Meeting minutes and attachments.

Box 6, Folder 9
Women In Film Foundation (folder 2 of 2). (1993-1995).
General note
Meeting minutes and attachments.

Box 8
Box 6, Folder 1
Women In Film Newsmagazine. (1988 March April).
Box 10, Folder 3
Women In Film Oscar viewing party article In Beverly Hills [213]. (1993 April 14).


Physical Description: Boxes 12-14
Scope and Content Note
This portion of the collection is closed until six months after the death of Billie Jenkins.


Physical Description: Boxes 6, 7, 9, 10
Scope and Content Note
The Professional Activities series includes materials from various professional activities, outside of Women In Film in which Jenkins was involved, including American Film Institute, Cultural Heritage Commission (City of Los Angeles), and Boy Scouts of America Women of Excellence, among others. The American Film Institute materials primarily include documents pertaining to Jenkins' involvement with the Gary Hendler Minority Filmmakers Program. The Cultural Heritage Commission materials include photographs, correspondence, and articles pertaining to Jenkins' involvement as a mayor-appointed commissioner. The Boy Scouts of America materials include documents pertaining to Jenkins as recipient of the Women of Excellence Award. Also included are a small number of notes of recognition from various friends and acquaintances, including photocopies of letters from prominent government officials.

Box 10, Folder 18
Certificates of membership, appreciation, and/or completion. (1988-1995).
<table>
<thead>
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</thead>
<tbody>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Conference presented by George Jackson and Doug McHenry and The Black Filmmaker Foundation.</td>
</tr>
<tr>
<td>Box 7, Folder 5</td>
<td>American Film Institute - correspondence. (1990-1992).</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>With photocopied note from Sidney Poitier.</td>
</tr>
<tr>
<td>Box 7, Folder 11</td>
<td>American Film Institute - Elizabeth Taylor Lifetime Achievement Award tribute book and memorabilia. (1993).</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Attended by Jenkins.</td>
</tr>
<tr>
<td>Box 10, Folder 4</td>
<td>American Film Institute - Gary Hendler Fellowship breakfast reception photograph and recording. (1991 Sep).</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Physical Characteristics and Technical Requirements</td>
</tr>
<tr>
<td></td>
<td>1 DVD.</td>
</tr>
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<td></td>
<td>Special equipment or further processing may be required for viewing. To access digital materials you must notify the reference desk in advance of your visit.</td>
</tr>
<tr>
<td>Box 7, Folder 1</td>
<td>American Film Institute - Gary Hendler Minority Filmmakers Program Brochures. (1990-1992).</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>With notes from Dumas.</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Applications and publicity brochures.</td>
</tr>
<tr>
<td>Box 7, Folder 12</td>
<td>American Film Institute - Sidney Poitier Lifetime Achievement Award Dinner Tribute book and memorabilia. (1992).</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>Attended by Jenkins.</td>
</tr>
<tr>
<td>Box 7, Folder 10</td>
<td>American Film Institute - Stationery (blank). (no date).</td>
</tr>
<tr>
<td>Box 6, Folder 11</td>
<td>American Film Institute Advisory Committee lists. (1991).</td>
</tr>
<tr>
<td></td>
<td>General note</td>
</tr>
<tr>
<td></td>
<td>With writings about the Hendler Minority Program.</td>
</tr>
</tbody>
</table>
Box 10, Folder 19  Black Women's Network - certificate of membership. (1988 May 1).
General note
Connecting For Success and Tenth Anniversary Celebration, both with mention of Jenkins.

General note
Event program, presskit and appreciation notes/letters to Jenkins.

General note
Event programs and publicity brochures for the Boy Scouts of America.

General note

Box 9, Folder 3  Boy Scouts of America Women of Excellence - Award. (1994).
General note
Committee meeting minutes, program planning information, event program, and appreciation notes/letters to Jenkins.

General note
Billie Jenkins honoree at Luncheon. With acceptance speech, letters of congratulations, program, and luncheon reports.

General note
Removed from loose leaf binder for preservation purposes.

General note
With items from City of Los Angeles mayors, Tom Bradley and Richard Riordan.

Box 9, Folder 1  Cultural Heritage Commission - Jenkins swearing in as Comissioner photographs. (1992 April).
Box 7, Folder 14  Cultural Heritage Commissioners and the Director, Cultural Affairs Department photograph. (1993 Dec 1).
General note
Jenkins in photograph.

Box 9, Folder 2  Reel Black Women new member information and fax regarding speaking at meeting. (1991-1992).
Box 10, Folder 1  Top Ladies of Distinction Induction Ceremony and Luncheon. (1996).
General note
Program, photograph and clipping.

**Box 9, Folder 9**  
**Top Ladies of Distinction Status of Women's Luncheon memorabilia. (1999).**
- General note
- Jenkins, among others, as First African American Women Pioneers of Southern California honoree.


**Box 11, Folder 15**  
**Invitation to networking luncheon from Loreen Arbus and Nancy Hutson. (1984, 1991.).**

**Box 11, Folder 14**  
**Joyce Schwarz Publicity. (1991-1993).**

**Box 11, Folder 16**  
**Thank you notes and invitations. (1988-1998).**


**Box 11, Folder 12**  
**Jenkins and Bobbi Fennell at Spelling-Goldberg Productions - photograph. (1979).**

**Box 11, Folder 11**  

**Box 11, Folder 8**  
**Leonard Goldberg’s 50th Birthday photographs. (1983 Dec-Jan 1984).**
- General note


**Box 11, Folder 3**  
**Alex: The Life Of A Child screening program and picture of screen credits. (1986).**
- General note
- Mention of Jenkins.

**Box 10, Folder 23**  
**Amanda Goldberg’s Bat Mitzvah announcement in The Hollywood Reporter. (1987 May 1).**
- General note
- Mention of Jenkins.

**Box 10, Folder 20**  
**Big - movie premiere party write up in Hollywood Reporter. (1988).**
- General note
- Mention of Jenkins.
Billie Beasley Jenkins - Director Production Services and Resources for Fox Motion Picture Division announcement. (1990 Sept).
General note
Notes of congratulations and clippings.

General note
Notes of congratulations and Jet Magazine write-up (May 1988).

Billie Beasley Jenkins - Director, Administration, and Assistant to the Chairman of the Board for Leonard Goldberg Company/Mandy Films announcement. (1983 Oct).
General note


Billie Beasley Jenkins - promotion to Vice President of Administration for Leonard Goldberg Company announcement. (1985 Aug 20).
General note
Notes of congratulations, press release, and two copies each of Hollywood Reporter and Daily Variety.

General note
Black Women In Film: Breaking Barriers in Hollywood. Photograph of and quote from Jenkins. Two copies.

Black History Career Day at 99th Street School, Los Angeles thank you letters. (1985 Feb).
General note
Thank you letters from students and teacher.

Business of Film Magazine (The) -. (1991 June-July).
General note
Black Filmmakers in the 90s article featuring Jenkins.

Business of Film Magazine (The) - article. (1992 April-June).
General note
The Industry's Top 250 Women article featuring Jenkins.

General note
Photocopy of magazine with published image from Spring Fling and a photograph of Jenkins at the event in costume borrowed from Funny Girl.

General note
Mention of Jenkins.

General note
Mention of Jenkins. Two copies.
Box 11, Folder 4  
**Maple Center Dinner Honoring Wendy and Leonard Goldberg write up in Hollywood Reporter. (1985 Oct).**

**General note**

Mention of and group photograph with Jenkins.

Box 11, Folder 10  
**MGM/UA Exclusive Story article. (1983 May, Aug-Sept).**

**General note**


Box 11, Folder 7  
**Something About Amelia screening write up in The Beverly Hills Post. (1984 Jan 12).**

**General note**

Mention of and photograph with Jenkins.

Box 11, Folder 2  
**Spacecamp movie premiere write up in Hollywood Reporter. (1986 June 11).**

**General note**

Mention of Jenkins. Two copies.

Box 9, Folder 8  

**General note**

References to Jenkins appear in book on pages: between 176-177 (photograph);183; 245; 427; 442. With note from Gregory, contract to use images and postcard announcement.

Box 10, Folder 13  
**Working World Magazine article. (1991 May-June).**

**General note**


**Scope and Content**

This series consists of recordings of Jenkins' television appearances.

**Physical Characteristics and Technical Requirements**

SEVER CONTAINS DIGITAL MATERIALS: Special equipment or further processing may be required for viewing. To access digital materials you must notify the reference desk in advance of your visit.

Box 10, Folder 8  
**Dateline: USA - Jenkins interview. 1992 May 13.**

**Physical Characteristics and Technical Requirements**

1 DVD

Box 10, Folder 12  
**Montel Williams Show. 1991 Aug 12.**

**Physical Characteristics and Technical Requirements**

1 DVD