

## RECORD GROUP 3 -EXECUTIVE PAPERS

Record Group 3 contains the correspondence and other important papers of the Librarian -Executive Director. The executive papers are arranged into series.

**Series 1 -Legal Documents** -contains titles, deeds, mortgages, leases, affidavits, legal opinions, all correspondence regarding the lease to the bank, documents from a lawsuit to break the lease, correspondence regarding the Library's tax exempt status and a city landmark designation.

**Series 2 -Letter Books** -holds all of the oldest incoming and outgoing correspondence which early Librarians bound into letter books until the turn of the century. Incoming correspondence has been disbound from the letter books and placed in acid-free folders to better preserve them. They are filed in their original order, which is almost chronological; and an inventory of the author, date and subject of each letter is found with each box. The outgoing correspondence remains in its original binding in chronological order; and an inventory of addressee, date and subject is found with each volume.

**Series 3 -General History; Various Topics** -is an assortment of newspaper clippings, handwritten memoirs and other documents that tell the early history of the Library before the turn of the century.

**Series 4 -Horace Kephart** -contains documents from Horace Kephart's term as CLibrarian from 1890 to 1904, and an autobiographical manuscript by Kephart's son, Leonard.

**Series 5 -William L. R. Gifford** -contains documents from Gifford's term as Librarian from 1904 to 1941.

**Series 6 -Clarence Miller** -contains documents from Miller's term as Librarian from 1941 to 1958, including two surveys conducted for the Library, the manuscript of "Forty Years of Long Ago" (a history of the Mercantile Library) and the manuscript of "Exit Smiling" (the memoirs of Clarence Miller). It also contains a manuscript by Philip Skrainka which was given to Mr. Miller by the author.

**Series 7 -Mary Dorward** -contains documents from Mary Dorward's term as Librarian from 1958 to 1965. It is mostly the Librarian's reports to the Board of Direction, and correspondence with members of the Board of Direction.

**Series 8 -Elizabeth Kirchner** -contains all of Mrs. Kirchner's working files from her term as Head Librarian from 1965 to 1985. It includes reports, correspondence and committee reports of the Board of Direction; and materials regarding development, grants, employees, the building, investments, other libraries, public relations, the Water Damage Report from 1985, correspondence and a survey of the membership from 1980.

**Series 9 -Charles Bryan** -contains the working files from Dr. Bryan's term as CExecutive Director from 1986 to 1988. It is material on public relations, fund raising and Dr. Bryan's outgoing correspondence arranged chronologically by month.

**Series 10 -Executive calendars** -contains the large calendars of activities of the executive director which were kept by the executive secretary from 1987 to the present.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1 LEGAL DOCUMENTS			
Titles, deeds, mortgage leases, affidavits, legal opinions, lawsuits and tax exempt status			
A-3-1	A-3-1-1	f	Abstract of Title to Lot in Block 117 of City of St. Louis, 1770-1895.
A-3-1	A-3-1-2	f	Deed from the Mercantile Library Hall Co. to Mercantile Library Association, 1868, 1874.
A-3-1	A-3-1-3	f	Legislation of State of Missouri regarding ! public buildings, 1877.
A-3-1	A-3-1-4	f	Legal opinions as to whether Mercantile Library may tear down old building, 1879.
A-3-1	A-3-1-5	f	Mortgage of Mercantile Library Building, 1878.
A-3-1	A-3-1-6	f	Release of Mortgage, 1887.
A-3-1	A-3-1-7	f	Mortgage of Mercantile Library building, 1887.
A-3-1	A-3-1-8	f	Costs for new building, 1888.
A-3-1	A-3-1-9	f	Electric plant at new building, 1888. A-3-1 A-3-1-10 f
			Lease of mansion at 1000 Locust Street from Lucy Semple Ames, 1887.
A-3-1	A-3-1-11	f	Lease to Scruggs Vandervoort and Barney, 1886.
A-3-1	A-3-1-12	f	Plat of Survey, 1894.
A-3-1	A-3-1-13	f	Certificate of Title, 1895.
A-3-1	A-3-1-14	f	Abstract of Title, 1898-1918.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-1	A-3-1-15	f	Affidavits concerning claims to Mercantile Library property, 1898.
A-3-1	A-3-1-16	f	Agreements with Scruggs Vandervoort and Barney, 1898, 1899, 1906, 1908.
A-3-1	A-3-1-17	f	Legal opinion regarding fire escapes during World's Fair, 1904.
A-3-1	A-3-1-18	f	Lease transfer from Scruggs Vandervoort and Barney to Mechanics- American National Bank, 1909.
A-3-1	A-3-1-19	f	Lease to Mechanics-American National Bank of St. Louis, 1909.
A-3-1	A-3-1-20	f	Change of lease from Mechanics-American National Bank to First National Bank in St. Louis, 1920.
A-3-1	A-3-1-21	f	Correspondence with First National Bank in St. Louis regarding new building to south, 1920.
A-3-1	A-3-1-22	f	Agreement to install sprinklers in Herz Candy Co., 512 Locust St., 1928-1932.
A-3-2	A-3-1-23	f	Correspondence re. reduced rent for First National Bank in St. Louis, 1934-1937.
A-3-2	A-3-1-24	f	Lease to First National Bank in St. Louis, 1938.
A-3-2	A-3-1-25	f	Correspondence with First National Bank in St. Louis reo reduction of lease, 1938-1943.
A-3-2	A-3-1-26	f	Correspondence with First National Bank in St. Louis and contractors re. improvements and insurance, 1936-1947.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-2	A-3-1-27	f	Lease to First National Bank in St. Louis, 1942.
A-3-2	A-3-1-28	f	Legal opinions about future of Library, 1942-1943.
A-3-2	A-3-1-29	f	Correspondence and resolution reo long term lease to First National Bank in St. Louis, 1948.
A-3-2	A-3-1-30	f	Lease to First National Bank in St. Louis, 1948.
A-3-2	A-3-1-31	f	Agreement Supplemental to lease to First National Bank in St. Louis, 1948.
A-3-2	A-3-1-32	f	Agreement with Boatmen's National Bank in St. Louis to manage investments, 1950-1957.
A-3-2	A-3-1-33	f	Correspondence with First National Bank in St. Louis reo remodeling 1951-1956.
A-3-2	A-3-1-34	f	Amendment to Lease to First National Bank in St. Louis, 1956.
A-3-3	A-3-1-35	f	Correspondence reo 1956 lease to First National Bank and mortgage of lease by bank, 1956-1957.
A-3-3	A-3-1-36	f	Correspondence with lawyers of First National Bank in St. Louis reo insurance, 1956-1957.
A-3-3	A-3-1-37	f	Lawsuit to cancel lease to First National Bank in St. Louis, 1961.
A-3-3	A-3-1-38	f	Correspondence reo lost certificate of deposit from Southwest Bank, 1963-1965.
A-3-3	A-3-1-39	f	Correspondence reo painting Library, 1965.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-3	A-3-1-40	f	Prospectus of First Union, Inc. including lease agreements, 1969.
A-3-3	A-3-1-41	f	Correspondence with First National Bank in St. Louis reo rental of Reading Room, 1972. See: William Pettus.
A-3-3	A-3-1-42	f	Agreement with First National Bank in St. Louis for installation of air conditioning, 1976-1977.
A-3-3	A-3-1-43	f	Correspondence and Settlement Agreement with First National Bank in St. Louis reo electric bill, 1978-1980.
A-3-3	A-3-1-44	f	Amendment to Lease to First National Bank : In St. LOUIS, 1980.
A-3-3	A-3-1-45	f	Legal opinion on lease when Boatmen's Bank bought Centerre Bank, 1988.
A-3-4	A-3-1-46	f	Tax exempt status -city opinion on assessment, 1914.
A-3-4	A-3-1-47	f	Tax exempt status -federal capital stock tax, 1933-1936.
A-3-4	A-3-1-48	f	Tax exempt status -city assessment, 1951-1953.
A-3-4	A-3-1-49	f	Tax exempt status -state legislation (HB 798) to remove exempt status, 1963.
A-3-4	A-3-1-50	f	Tax exempt status -state legislation (HB 450) to remove exempt status, 1969-1971.
A-3-4	A-3-1-51	f	Tax exempt status -correspondence and legal cases, 1971-1973.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-4	A-3-1-52	f	Tax exempt status -employment taxes, 1971-1972.
A-3-4	A-3-1-53	f	Tax exempt status -reo Mary Ranken and Ettie A. Jordan Charitable Foundation, 1971-1972.
A-3-4	A-3-1-54	f	Tax exempt status -Federal tax exempt status, 1949-1982.
A-3-4	A-3-1-55	f	Tax exempt status -Federal legislation to change private libraries to public charities, 1978-1979.
A-3-4	A-3-1-56	f	Tax exempt status -Missouri sales tax C exempt letters, 1979-1984.
A-3-4	A-3-1-57	f	Tax exempt status -St. Louis City property tax exemption, 1984.
A-3-4	A-3-1-58	f	andmarks and Urban Design Commission - City Landmark designation, 1973.

Collection A  
St. Louis Mercantile Library Association Archives

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SERIES 2 LETTER BOOKS

Incoming correspondence disbound and put in acid-free folders with an inventory by author, date and subject and outgoing correspondence in original bound tissue paper volumes with an inventory by addressee, date and subject

A-3-5	b	Letter Book 1. "Mercantile Library Association Letter Book - Lecture Committee, 1848-1856". Letters to the Lecture Committee of the St. Louis Mercantile Library Association have been disbound from the letter book of incoming letters; numbered and filed in their original order, which is almost chronological. There are 180 letters from the years 1848 through 1856. They are from individuals from allover the country who had been invited to speak at the Library -many of them famous.
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Collection A  
St. Louis Mercantile Library Association Archives

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A-3-6		b	<p>Letter Book 2. "Mercantile Library Association Letter Book, 1846-1857".</p> <p>Letters to the Librarian, the Mercantile Library or its board members have been disbound from the letter book of incoming letters and numbered and filed in their original order, which is almost chronological. There are 364 letters from the years 1846 through 1857. The Librarians for those years were: Josiah Dent from 1846 to 1847; William Allen from 1847 to 1848; and William P. Curtis from 1848 to 1859. The correspondence pertains to the ordering of books and periodicals; the hiring of the Librarians; the rental of the hall; the acquisitions of the library of the Chamber of Commerce and the library of the St. Louis Lyceum; the gifts of valuable works of art; the scheduling of lecturers; thank yous for honorary memberships; thank yous from other private and public libraries for copies of the St. Louis Mercantile Library's annual reports; and nominations for recipients of the Wayman Crow Scholarship at Washington I University.</p>
A-3-2-1		b	<p>Letter to William Curhs from W.S. Goodind – Lineinreh? Merc. Lib – Directory concerning desk 1/26/1855</p>

Collection A  
St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-7		b	<p>Letter Book 3. "Mercantile Library Association Letter Book, 1857-1869".</p> <p>Letters to the Librarian, the Mercantile Library or its board members have been disbound from the letter book of incoming correspondence and numbered and filed in their original order, which is almost chronological. There are 49 letters from the years 1857 through 1869. The Librarians for those years were: William P. Curtis from 1848 to 1859; Edward William Johnston from 1859 through 1862; and John N. Dyer from 1862 through 1889. The correspondence pertains to the ordering of books and periodicals; the acquisition of art treasures; the drilling of the state militia in the Mercantile Library Hall; arrangements for lectures; exhibitions of art; membership subscriptions; a survey of the property line; introductions of visitors; the gift of a cabinet of mineral specimens; and a small catalogue of medical books printed in St. Louis.</p>

Collection A  
St. Louis Mercantile Library Association Archives

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A-3-8		b	<p>Letter Book 4 (a). "Mercantile Library Association Letter Book, 1870-1871".</p> <p>Letters to the Librarian, the Mercantile Library or its board members have been disbound from the letter book of incoming correspondence and numbered and filed in their original order, which is almost chronological. There are 413 letters from the years 1870 through 1871, and this box contains the first half - letters 1 through 210. John N. Dyer was the Librarian for this period. The correspondence in this box pertains to the ordering of books and periodicals; the scheduling of lectures; the celebration of the 25th Anniversary of the Mercantile Library; the appointment of honorary members and board members; the acquisition of coins and art; the introduction of visitors; checking out books; the maintenance of the building; and thank yous from other libraries for copies of the Mercantile Library's annual reports.</p>
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Collection A  
St. Louis Mercantile Library Association Archives

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A-3-9		b	<p>Letter Book 4 (b). "Mercantile Library Association Letter Book, 1870-1871".</p> <p>This is the second half of the incoming correspondence to the Library and Librarian which was disbound from Letter Book 4. This box contains letters 211 through 413. The Librarian at this time was John N. Dyer. The letters pertain to the 25th Anniversary celebration; the scheduling of lectures; ordering of books and periodicals; the printing of a catalogue of books; the acquisition of a complete set of British patents; requests for advice and copies of catalogue from San Francisco Mercantile Library and others; receipt of the Mercantile Library's annual report; a request for material from John M. Peck's Library; the sale of the Bingham paintings to the Library by John How's son; gifts of coins and art; insurance; restoration of art; and exhibitions of art.</p>

Collection A  
St. Louis Mercantile Library Association Archives

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A-3-10

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Letter Book 5. "Mercantile Library Association Letter Book, 1872-1887".

Letters to the Librarian, the Mercantile Library or its board members have been disbound from the letter book of incoming correspondence and numbered and filed in their original order, which is almost chronological. There are 407 letters from years 1872 through 1887. John N. Dyer was the Librarian for these years and it was in 1884 that perpetual memberships were established in order to raise money for a new building. In 1887 the Mercantile Library moved into temporary quarters while its old building was torn down and a new building begun.

The correspondence pertains to the acquisition of books, periodicals, works of art; exhibitions; a conference on libraries; introductions of visitors; requests for specific books for research; subscriptions and perpetual memberships to fund the new building; construction of the new building; insurance; applications for employment; requests for copies of the constitution and bylaws and the catalogue of books; financing a loan for the new building; a gift to the Library of bird eggs; thank yous for Mercantile Library's annual reports; return of books and book fines; surveys of libraries by U.S. Board of Education and by Publishers Weekly; a deed of release for Library property; electric lights not being harmful to paper; American Library Association meeting in St. Louis; and a proposal for a book delivery service operated by The Evening Chronicle.

Collection A  
St. Louis Mercantile Library Association Archives

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A-3-11		b	<p>Letter Book 6. "Mercantile Library Association Letter Book, 1888".</p> <p>Letters to the Librarian, John N. Dyer, or board members have been disbound from the letter book of incoming correspondence and numbered and filed in their original order, which is almost chronological. There are 276 letters from the years 1875 through 1888. The correspondence deals predominantly with the construction of the new building, but there are also orders for books and periodicals; applications for jobs; thank yous from libraries for the Mercantile Library's annual report; letters about memberships; visitors; overdue books; insurance; and the storing of the organ, a recurrent Library issue.</p>
A-3-12		b	<p>Letter Book 7. "Mercantile Library Association - Corresponding Secretary - Letter Book, 1859-1870".</p> <p>Outgoing correspondence. Blotter copies of letters from the Corresponding Secretary of the Mercantile Library are recorded on tissue paper in this bound volume. There are 80 letters from the years 1859 through 1870. The letters are numbered according to the page number on which they occur, and sometimes there are two letters on one page.</p> <p>The letters are thank yous for gifts of books, coins, art, maps, stock, photographs, historical manuscripts, an ancient bas relief sculpture from Nineveh, a printing press, and the remains of a mammoth. There are also thank yous for lectures given, for volunteer help cleaning the Library and annual conservation of books, and for the services of Edward William Johnston, Librarian.</p>

Collection A  
St. Louis Mercantile Library Association Archives

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A-3-13		b	<p>Letter Book 8. "Mercantile Library Association Letter Book, 1853-1861".</p> <p>Outgoing correspondence. Letters from the librarians were copied by hand into this bound volume. The Librarians were: William P. Curtis from 1848 through 1859 and Edward William Johnston from 1859 through 1862. This volume also contains letters signed by the Actuaries (registrars or clerks), who were T. L. Moore in 1859, and John N. Dyer in 1860 and 1861. There are 215 letters from the years 1853 through 1861. The letters are in chronological order and are numbered consecutively. Because some letters are several pages long, the numbers for each letter do not coincide with their page number.</p> <p>The letters pertain to orders for books and periodicals; arrangements for lectures; renovation of the library building; sharing of information with other mercantile libraries; the translation of the cuneiform bas relief relic from Nineveh; the acquisition of art; the repairing of a suit of armor; and the rental of shops on the first floor of the building.</p>

Collection A  
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A-3-14

b

Letter Book 9. "Mercantile Library Association Letter Book, 1862-1866".

Outgoing correspondence. Blotter copies of letters from John N. Dyer, Librarian of the Mercantile Library, are recorded in chronological order on tissue paper in the bound volume. Sometimes Dyer signed his letters John N. Dyer, Actuary, There are approximately 675 complete letters from the years 1862 through 1866, and they are numbered according to the number of the page on which they occur.

The letters pertain to orders for books and periodicals; arrangements for lectures; rental of shops on first floor of building; Library purchase of stock in Mercantile Library Hall Co.; publishing a guide to the art at the Library; the return of overdue books; the free use of the Library for research in return for a book donation; advice to other subscription libraries; exhibitions of paintings; the acceptance of the second printing press west of the Mississippi; the rental of the hall for the Missouri State Convention; employees; new damask covers for seats in Grand Hall; and the nuisance caused by the St. Louis Railroad Co. stop near the entrance to the Library.

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A-3-15	b	<p>Letter Book 10. "Mercantile Library Association Letter Book, 1867-1872".</p> <p>Outgoing correspondence. Blotter copies of letters from John N. Dyer, Librarian of the Mercantile Library, are recorded in chronological order on tissue paper in this bound volume. Occasionally Dyer signed his correspondence John N. Dyer, Actuary. In all, there are about 650 letters and cash balance sheets from 1867 through 1872, and they are numbered according to the number of the page on which they occur.</p>
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The letters pertain to the scheduling of lectures; the ordering of books and periodicals including letter of , the duty free oath required for libraries importing books from foreign countries);the rental of the first floor shops; the plans for the capital convention; the publishing of Silas Bent's lecture; memberships; employees; library hours; the acquisition of all stock in the Mercantile Library Hall Co. by the Mercantile Library Association; the Wayman Crow Scholarship at Washington University; and the renovation of the lecture hall and reading room.

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St. Louis Mercantile Library Association Archives

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A-3-16		b	<p>Letter Book 11. "Mercantile Library Association Letter Book, 1872-1880".</p> <p>Outgoing correspondence. Blotter copies of letters from John N. Dyer, Librarian of the Mercantile Library, are recorded in chronological order on tissue paper in this bound volume. Sometimes he signed his letters John N. Dyer, Actuary. There are about 800 letters from 1872 through 1879, and they are numbered according to the number of the page on which they occur.</p>
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The letters pertain to the ordering of books and periodicals (including letters of the duty free oath required for libraries importing books from foreign countries); the scheduling of lectures; the annual art exhibitions; employees; memberships; the publishing of a catalogue of books; invitations to visit the Library; a survey of libraries by the U.S. Board of Education; an amendment to the charter; a request for a pardon for the man who stole paintings from the Library; and the building of a grand organ in the lecture hall.

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St. Louis Mercantile Library Association Archives

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A-3-17

b			Letter Book 12. "Mercantile Library Association Letter Book, 1880-1887".
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Outgoing correspondence. Blotter copies of letters from John N. Dyer, Librarian of the Mercantile Library, are recorded in chronological order on tissue paper in this bound volume. Sometimes he signed his letters John N. Dyer, Actuary. There are about 1000 letters from 1880 through 1887, and they are numbered according to the page number of the page on which they occur.

The letters pertain to the ordering of books and periodicals; the financing and erecting of the new building; the scheduling of lectures; invitations to visit the Library; memberships; the rental of the first floor shops; organ sale; donation of 100 volumes of duplicate books to Carondelet Library; statement of cataloguing philosophy; and re-division of book categories.

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A-3-18

b

"John N. Dyer -Personal, 1877-1889".

Outgoing correspondence. Blotter copies of personal letters from John N. Dyer, Librarian of the Mercantile Library, are recorded in chronological order on tissue paper in this bound volume. There are almost 500 letters from 1877 through 1889, and they are numbered according to the number of the page on which they occur.

The letters pertain to Dyer's personal matters, such as rental property owned by Dyer; loans; ordering trees to plant at his house; ordering books for himself; ordering a suit from Brooks Brothers; personal problems of brother, mother and children; portrait of dead daughter; damage suit against the French & government regarding his grandfather's property; settling estates of dead partner and N. Chouteau; and personal professional matters, such as Dyer's membership in the American Library Association and his correspondence regarding cataloguing with Charles A. Cutter and Melvil Dewey.

Collection A  
 St. Louis Mercantile Library Association Archives  
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A-3-19	b	<p>Letter Book 14. "Mercantile Library Association Letter Book, 1886-1892".</p> <p>Outgoing correspondence. Blotter copies of letters from John N. Dyer, Librarian of the Mercantile Library, until his death in 1889; William H. Anderson, Acting Librarian, during 1889; John Jay Bailey, Actuary, from 1889 to 1890; Horace Kephart, Librarian of the Mercantile Library, from September, 1890 until 1904; and William H. Anderson, Actuary, from 1891 until 1917.</p> <p>The letters pertain to vacating the old building; erecting the new building; ordering books and periodicals; charging for memberships and overdue books; requesting copies of cards for the card catalogue from Mr. Whitney; leasing of the first four floors of the new building to Scruggs, Vandervoort and Barney; thanks for the statue <u>West Wind</u>; and employee references.</p>	
A-3-20	b	<p>Letter Book 15. "Mercantile Library Association Letter Book, 1893-1897".</p> <p>Outgoing correspondence. Blotter copies of letters from Horace Kephart, Librarian of the Mercantile Library, are recorded in chronological order on tissue paper in this bound volume. This volume also includes invoice payment forms filled out by William H. Anderson, Actuary.</p> <p>The letters pertain to the ordering of books, periodicals and supplies; insurance; the sale of the coin collection; the exclusion from the Library of a non member for defacing periodicals; fines for overdue books; and the unsatisfactory qualities of a certain brand of ink.</p>	

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 St. Louis Mercantile Library Association Archives

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SERIES 3	GENERAL HISTORY -VARIOUS TOPICS Newspaper clippings, hand written memoirs and documents that tell of early history of Library		
A-3-21	A-3-3-1	f	History.
A-3-21	A-3-3-2	f	Creation of Missouri Park at Thirteenth and Locust, 1854.
A-3-21	A-3-3-3	f	Newspaper clippings, 1851, 1855.
A-3-21	A-3-3-4	f	Edward William Johnston, Librarian, 1859-1862.
A-3-21	A-3-3-5	f	John J. Bailey, Assistant Librarian and Actuary, 1860-1890.
A-3-21	A-3-3-6	f	Twenty-fifth Anniversary celebration, 1871.
A-3-21	A-3-3-7	f	Memories of founding of Mercantile Library by John C. Tevis, 1871.
A-3-21	A-3-3-8	f	Stolen painting, 1873.
A-3-21	A-3-3-9	f	Contents of cornerstone, 1887.
A-3-21	A-3-3-10	f	Life membership in Public School Library, 1887 -gift of Shapleigh family, 1938.
	A-3-3-11		

SERIES 4	HORACE KEPHART Documents of Librarian from 1890-1904		
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A-3-21	A-3-4-1	f	Resume, 1889.
A-3-21	A-3-4-2	f	Newspaper clippings, 1890-1891.
A-3-21	A-3-4-3	f	Library brochure.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-21	A-3-4-4	f	Letters to Library concerning memberships and checking out books, 1896-1904.
A-3-21	A-3-4-5	f	Letter to son, Leonard Kephart, 1903.
A-3-21	A-3-4-6	f	"An Experienced Generation" by Leonard Kephart.
A-3-21	A-3-4-7	f	Bond for W. H. H. Anderson, Actuary, 1892.

SERIES 5 WILLIAM L. R. GIFFORD  
 Documents of Librarian from 1904-1941

A-3-22	A-3-5-1	f	Obituary for Robert C. Ingraham, by W. L. R. Gifford in <u>The Library Journal</u> , 1901.
A-3-22	A-3-5-2	f	Library forms and list of members, 1905-1912.
A-3-22	A-3-5-3	f	Newspaper clipping, 1921.
A-3-22	A-3-5-4	f	Letters to Library concerning memberships and book check out, 1905-1909.
A-3-22	A-3-5-5	f	Letters to Library concerning memberships and book check out, 1910-1914.
A-3-22	A-3-5-6	f	Letters to Library concerning memberships and book check out, 1915-1919.
A-3-22	A-3-5-7	f	Letters to Library concerning memberships and book check out, 1920-1924.
A-3-22	A-3-5-8	f	Letters to Library concerning memberships and book check out, 1925-1935.
A-3-22	A-3-5-9	f	Letters of membership privileges, undated.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 6	CLARENCE MILLER		Documents of Librarian from 1941-1958, plus his MSS "Forty Years of Long Ago," "Exit Smiling" and MS of Philip Skrainka
A-3-23	A-3-6-1	f	Survey of attorneys re. membership in Mercantile Library, 1937.
A-3-23	A-3-6-2	f	Survey of corporations re. membership in Mercantile Library, 1937.
A-3-23	A-3-6-3	f	Survey of teachers re. membership in Mercantile Library, 1937.
A-3-23	A-3-6-4	f	Survey of the Mercantile Library by Craver & Ditzion, 1942.
A-3-23	A-3-6-5	f	Correspondence, 1942-1946.
A-3-23	A-3-6-6	f	Graphs depicting results of 1956 research about Library.
A-3-23	A-3-6-7	f	Newspaper articles, 1950-1964. A-3-23 A-3-6-8 f Correspondence, 1941-1958.
A-3-23	A-3-6-9	f	Reading lists published by Library - Entertaining, Business, 1958?
A-3-23	A-3-6-10	f	Clarence E. Miller In Memoriam, 1965.
A-3-23	A-3-6-11	f	Photographs of Clarence E. Miller plaque.
A-3-24	A-3-6-12	f	"Forty Years of Long Ago -Early Annals of the Mercantile Library Association" by Clarence Miller and Roland Alpiser, 1958 (first Xerox copy).

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-24	A-3-6-13	f	"Forty Years of Long Ago -Early Annals of the Mercantile Library Association" by Clarence Miller and Roland Alpiser, 1958 (second Xerox copy).
A-3-24	A-3-6-14	f	Manuscript for "Exit Smiling" -memories of Clarence Miller.
A-3-25	A-3-6-15	f	"The Mountain and the Mouse" -manuscript by Philip Skrainka, Volume 1.
A-3-25	A-3-6-16	f	"The Mountain and the Mouse" -manuscript by Philip Skrainka, Volume 2.
A-3-25	A-3-6-17	f	"The Mountain and the Mouse" -manuscript by Philip Skrainka, Volume 3.
A-3-25	A-3-6-18	f	"The Mountain and the Mouse" -manuscript by Philip Skrainka, Volume 4.
SERIES 7	MARY DORWARD Documents of Librarian from 1958-1965		
A-3-26	A-3-7-1	f	Board of Direction -Librarian's reports, 1958-1959.
A-3-26	A-3-7-2	f	Board of Direction -Librarian's reports, 1960-1961.
A-3-26	A-3-7-3	f	Board of Direction -Librarian's reports, 1962-1963.
A-3-26	A-3-7-4	f	Board of Direction -Librarian's reports, 1964-1965.
A-3-26	A-3-7-5	f	Board of Direction -Bartlett, David, correspondence, 1958-1968.
A-3-26	A-3-7-6	f	Board of Direction -Charles, William, () correspondence, 1960-1966.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-26	A-3-7-7	f	Board of Direction -Chubb, R. Walston, correspondence, 1957-1967.
A-3-26	A-3-7-8	f	Board of Direction -Dunnagan, Frank, correspondence, 1960-1968.
A-3-26	A-3-7-9	f	Board of Direction -Lane, George W., correspondence, 1959-1964.
A-3-26	A-3-7-10	f	Board of Direction -Langenberg, Oliver, correspondence, 1959-1960.
A-3-26	A-3-7-11	f	Board of Direction -Lashly, John H., correspondence, 1962-1964.
A-3-26	A-3-7-12	f	Board of Direction -Pettus, William G., () correspondence, 1958-1967.
A-3-26	A-3-7-13	f	Board of Direction -Skinner, Lemoine, correspondence, 1961-1964.
A-3-26	A-3-7-14	f	Corporate memberships, 1959.
A-3-26	A-3-7-15	f	Correspondence -members, 1958-1964.
A-3-26	A-3-7-16	f	Correspondence -non members, 1958-1965.
A-3-26	A-3-7-17	f	Fund raising, 1964.
A-3-26	A-3-7-18	f	Missouri newspaper list (no date).
A-3-26	A-3-7-19	f	Newspaper clippings, 1958-1964.
A-3-26	A-3-7-20	f	Stationery.
A-3-26	A-3-7-21	f	American Library Association, 1964.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 8	ELIZABETH KIRCHNER		All of the working files of the Librarian from 1965-1985
A-3-27	A-3-8-1	f	Air conditioning -cost estimate, 1978.
A-3-27	A-3-8-2	f	Air conditioning -drawings, 1978.
A-3-27	A-3-8-3	f	Air conditioning -Doll Trane contract and correspondence, 1984-1985.
A-3-27	A-3-8-4	f	Air conditioning -Union Electric, First National Bank lawsuit, 1978.
A-3-27	A-3-8-5	f	Architect -Ralph E. Wafer, 1982-1985.
A-3-27	A-3-8-6	f	Baker and Taylor Company -books, 1981-1983.
A-3-27	A-3-8-7	f	Board of Direction, 1976-1985.
A-3-27	A-3-8-8	f	Board of Direction -committees - administration, 1979-1982.
A-3-27	A-3-8-9	f	Board of Direction -committees -business reference library, 1980-1981.
A-3-27	A-3-8-10	f	Board of Direction -committees -long range planning, 1979-1982.
A-3-27	A-3-8-11	f	Board of Direction -committees - membership drive, 1982.
A-3-27	A-3-8-12	f	Board of Direction -committees - nominating, 1975-1982.
A-3-27	A-3-8-13	f	Board of Direction -committees -public affairs, 1981-1983.
A-3-28	A-3-8-14	f	Board of Direction -committees -ways and c: means, 1979-1981.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-28	A-3-8-15	f	Board of Direction -correspondence - Barriger, John W. IV (Jack), 1983-1986.
A-3-28	A-3-8-16	f	Board of Direction -correspondence - Canavan, James M. Jr. (Greg), 1979-1984.
A-3-28	A-3-8-17	f	Board of Direction -correspondence - Cornelius, William, 1978-1984.
A-3-28	A-3-8-18	f	Board of Direction -correspondence - Davidson, John L. Jr., 1971-1983.
A-3-28	A-3-8-19	f	Board of Direction -correspondence - Doede, Alan, 1983-1986.
A-3-28	A-3-8-20	f	Board of Direction -correspondence - C Dunne, Professor Gerald T., 1971-1979.
A-3-28	A-3-8-21	f	Board of Direction -correspondence - Eddy, Midge (Mrs. Ernest A. Jr.), 1981.
A-3-28	A-3-8-22	f	Board of Direction -correspondence - Franchot, Nicholas V. V. III, 1980-1986.
A-3-28	A-3-8-23	f	Board of Direction -correspondence - Grady, Judge Thomas C., 1982-1985.
A-3-28	A-3-8-24	f	Board of Direction -correspondence - Graves, Jonathan K., 1982.
A-3-28	A-3-8-25	f	Board of Direction -correspondence - Heckman, William G., 1964-1984.
A-3-28	A-3-8-26	f	Board of Direction -correspondence - Jones, Landon Y., 1973-1986.
A-3-28	A-3-8-27	f	Board of Direction -correspondence - Lashly, John H. (no date).
A-3-28	A-3-8-28	f	Board of Direction -correspondence - Martin, Malcolm W., 1984-1985.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-28	A-3-8-29	f	Board of Direction -correspondence - Neill, Nancy (Mrs. Robert), 1981.
A-3-28	A-3-8-30	f	Board of Direction -correspondence - Newman, Evelyn (Mrs. Eric), 1982-1986.
A-3-28	A-3-8-31	f	Board of Direction -correspondence - Rench, William E., 1976-1984.
A-3-28	A-3-8-32	f	Board of Direction -correspondence - Rice, Marion J. (Muffy), 1983.
A-3-28	A-3-8-33	f	Board of Direction -correspondence - Rosborough, George S. Jr., 1975-1986.
A-3-28	A-3-8-34	f	Board of Direction -correspondence - , Q Sutter, Dr. Richard A., 1981-1986.
A-3-28	A-3-8-35	f	Board of Direction -correspondence - Symington, Stuart Jr. (Tim), 1985-1986.
A-3-28	A-3-8-36	f	Board of Direction -correspondence - Ullensvang, Leon P., 1983-1984.
A-3-28	A-3-8-37	f	Board of Direction -Librarian's reports, 1965.
A-3-28	A-3-8-38	f	Board of Direction -Librarian's reports, 1967-1968.
A-3-28	A-3-8-39	f	Board of Direction -Librarian's reports, 1969-1970.
A-3-29	A-3-8-40	f	Board of Direction -Librarian's reports, 1971-1972.
A-3-29	A-3-8-41	f	Board of Direction -Librarian's reports, 1973-1974.
A-3-29	A-3-8-42	f	Board of Direction -Librarian's Reports, 1975-1976.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-29	A-3-8-43	f	Board of Direction -Librarian's reports, 1977-1978.
A-3-29	A-3-8-44	f	Board of Direction -Librarian's reports, 1979-1981.
A-3-29	A-3-8-45	f	Board of Direction -Librarian's reports, 1982-1984.
A-3-29	A-3-8-46	f	Board of Direction -Librarian's reports, 1985-1986.
A-3-29	A-3-8-47	f	Board of Direction -Librarian's reports, historical.
A-3-29	A-3-8-48	f	Book drop -Stix Westroads, 1973-1983.
A-3-29	A-3-8-49	f	Boy Scouts -St. Louis Area Council, 1985-1986.
A-3-29	A-3-8-50	f	Bronze plaque for Clarence Miller.
A-3-29	A-3-8-51	f	Budget, 1983-1984.
A-3-29	A-3-8-52	f	Building -correspondence with Centerre Bank, 1978-1986.
A-3-30	A-3-8-53	f	Building -roof leaking, 1985.
A-3-30	A-3-8-54	f	Building -security guards, 1985.
A-3-30	A-3-8-55	f	Business reference Library survey, 1981-1982.
A-3-30	A-3-8-56	f	By the Books (book order), 1982.
A-3-30	A-3-8-57	f	Central Microfilm Service Corp., 1980.
A-3-30	A-3-8-58	f	Chairs -S. Bent Brothers, Inc., 1984.
A-3-30	A-3-8-59	f	Christmas decorations, 1982-1985.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-30	A-3-8-60	f	Colonial Dames of America, 1982.
A-3-30	A-3-8-61	f	Copyright Law, 1976-1977.
A-3-30	A-3-8-62	f	Cork floor, 1976.
A-3-30	A-3-8-63	f	Development -early fund raising ideas, 1959.
A-3-30	A-3-8-64	f	Development -contribution thank you letters, 1974-1985.
A-3-30	A-3-8-65	f	Development -applications for a director of development, 1985.
A-3-30	A-3-8-66	f	Development -Director of Development, Tom I C Allen, 1985-1986.
A-3-30	A-3-8-67	f	Donor wall -bronze letters, 1978.
A-3-31	A-3-8-68	f	Employees, 1971-1986.
A-3-31	A-3-8-69	f	Employee pension plan, 1975-1976.
A-3-31	A-3-8-70	f	Executive director, assistant -resumes, 1978.
A-3-31	A-3-8-71	f	Executive director search, 1985.
A-3-31	A-3-8-72	f	Ferris, Ruth, 1984.
A-3-31	A-3-8-73	f	Financial information from Stuart Symington, Jr., Treasurer, 1983-1986.
A-3-31	A-3-8-74	f	Goodwill Industries, 1985.
A-3-31	A-3-8-75	f	Grants -foundations, 1985-1986.
A-3-31	A-3-8-76	f	Grants -National Endowment for the Humanities, 1982-1985.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-31	A-3-8-77	f	Grants -National Historical Publications and Records Commission, 1984-1986.
A-3-32	A-3-8-78	f	Grants -proposals, 1983-1984.
A-3-32	A-3-8-79	f	Greenfield, Milton, Jr. -Mark Twain Collection, 1985.
A-3-32	A-3-8-80	f	Insurance, 1974-1986.
A-3-32	A-3-8-81	f	Intern program, 1986.
A-3-32	A-3-8-82	f	Investments, 1981.
A-3-32	A-3-8-83	f	Investments, 1982.
A-3-32	A-3-8-84	f	Investments, 1983.
A-3-32	A-3-8-85	f	Investments, 1984.
A-3-32	A-3-8-86	f	Investments, 1985.
A-3-32	A-3-8-87	f	Investments, 1986.
A-3-32	A-3-8-88	f	Investments -resolution for Boatmen's re. borrowing from endowment, 1985.
A-3-33	A-3-8-89	f	Jenkins, John H. -rare books and manuscripts, 1985.
A-3-33	A-3-8-90	f	Libraries, 1869-1985.
A-3-33	A-3-8-91	f	Libraries -American Antiquarian Society, 1984.
A-3-33	A-3-8-92	f	Libraries -American Library in Paris, 1975-1976.
A-3-33	A-3-8-93	f	Libraries -The Athenaeum of Philadelphia, 1981-1982.
A-3-33	A-3-8-94	f	Libraries -Boston Athenaeum, 1957.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-33	A-3-8-95	f	Libraries -Library of Congress, 1982.
A-3-33	A-3-8-96	f	Libraries -Linda Hall Library, 1983-1984.
A-3-33	A-3-8-97	f	Libraries -London Library, 1982.
A-3-33	A-3-8-98	f	Libraries -Mercantile Library Association of the City of New York, 1947.
A-3-33	A-3-8-99	f	Libraries -Newberry Library, 1977-1978.
A-3-33	A-3-8-100	f	Libraries -The Pierpont Morgan Library, 1984.
A-3-33	A-3-8-101	f	Libraries -Providence Athenaeum, 1985.
A-3-33	A-3-8-102	f	Libraries -Thomas Jefferson Library, University of Missouri, St. Louis, 1985.
A-3-33	A-3-8-103	f	Mercantile Bank -loan, 1983-1985.
A-3-33	A-3-8-104	f	Mercantile Bank -perpetual memberships, 1970-1984.
A-3-33	A-3-8-105	f	Merit Award Program -for high school students, 1980.
A-3-33	A-3-8-106	f	Missouri Botanical Garden -conservation contract and correspondence, 1981-1986.
A-3-33	A-3-8-107	f	Missouri Committee for the Humanities, 1982.
A-3-33	A-3-8-108	f	Missouri Library Association, 1980.
A-3-33	A-3-8-109	f	Missouri Library Network, 1981-1983.
A-3-33	A-3-8-110	f	Missouri State Library Report, 1959-1976.
A-3-33	A-3-8-111	f	Newcomen Society, 1985.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-33	A-3-8-112	f	Oasis -Older Adult Services & Information System, 1984-1985.
A-3-34	A-3-8-113	f	OCLC, 1977-1985.
A-3-34	A-3-8-114	f	OCLC -Midwest Region Library Network, 1981-1983.
A-3-34	A-3-8-115	f	Parking, 1980.
A-3-34	A-3-8-116	f	Periodicals, 1984.
A-3-34	A-3-8-117	f	Perpetual memberships, 1961-1984.
A-3-34	A-3-8-118	f	Pillars, 1984.
A-3-34	A-3-8-119	f	Price Waterhouse, 1981.
A-3-34	A-3-8-120	f	Printmarket, 1983.
A-3-34	A-3-8-121	f	Public relations, 1952-1982.
A-3-35	A-3-8-122	f	Ranken Jordan Charitable Foundation, 1974-1986.
A-3-35	A-3-8-123	f	Rare book correspondence, 1981-1982.
A-3-35	A-3-8-124	f	Reference Department, 1984-1985.
A-3-35	A-3-8-125	f	Regional Cultural and Performing Arts Development Commission, 1985.
A-3-35	A-3-8-126	f	St. Louis Public Library, 1974-1985.
A-3-35	A-3-8-127	f	St. Louis Regional Library Network, 1982-1986.
A-3-35	A-3-8-128	f	Salaries, 1959-1984.
A-3-35	A-3-8-129	f	Security, 1979-1982.
A-3-36	A-3-8-130	f	Security -alarm system, 1982.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-36	A-3-8-131	f	Special Libraries Association, 1981-1984.
A-3-36	A-3-8-132	f	Sprinkler system, 1983-1984.
A-3-36	A-3-8-133	f	Stam, David H. -Report to St. Louis Mercantile Library, 1985.
A-3-36	A-3-8-134	f	Stationery.
A-3-36	A-3-8-135	f	Technical services, 1967-1985.
A-3-36	A-3-8-136	f	Theft of books -Oberlin College, 1981.
A-3-36	A-3-8-137	f	Trustees, 1969-1986.
A-3-36	A-3-8-138	f	Towner, Lawrence W., Director Newberry Library - Report, 1978-1985.
A-3-36	A-3-8-139	f	Urrizola, Manuel, old, rare maps and atlases, 1981-1982.
A-3-36	A-3-8-140	f	Washington University, 1971-1982.
A-3-36	A-3-8-141	f	Water damage -correspondence and photos, 1984-1985.
A-3-37	A-3-8-142	f	Water Damage Report, 1985 (3 copies).
A-3-37	A-3-8-143	f	Water Damage Report, 1985 (3 copies)
A-3-37	A-3-8-144	f	Webster Groves Historical Society Archives Report, 1984.
A-3-38	A-3-8-145	f	Correspondence, 1965-1966. A-3-38
A-3-8-146		f	Correspondence, 1967-1968. A-3-38
A-3-8-147		f	Correspondence, 1969-1970.
A-3-38	A-3-8-148	f	Correspondence, 1971-1972.
A-3-38	A-3-8-149	f	Correspondence, 1973-1974.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-39	A-3-8-150	f	Correspondence, 1975-1976.
A-3-39	A-3-8-151	f	Correspondence, 1977-1978.
A-3-39	A-3-8-152	f	Correspondence, 1979-1980.
A-3-39	A-3-8-153	f	Correspondence, 1981-1982.
A-3-39	A-3-8-154	f	Correspondence, 1983-1984.
A-3-39	A-3-8-155	f	Correspondence, 1985-1986.
A-3-40	A-3-8-156	f	Survey of membership, 1980 - correspondence.
A-3-40	A-3-8-157	f	Survey of membership, 1980 -corporate C members.
A-3-40	A-3-8-158	f	Survey of membership, 1980 -life members.
A-3-40	A-3-8-159	f	Survey of membership, 1980 -perpetual members.
A-3-40	A-3-8-160	f	Survey of membership, 1980 -annual members under 35.
A-3-41	A-3-8-161	f	Survey of membership, 1980 -annual members 36-55.
A-3-41	A-3-8-162	f	Survey of membership, 1980 -annual members 56 and older.
SERIES 9	CHARLES BRYAN		
	All of the working files of the Librarian from 1986-1988		
A-3-42	A-3-9-1	f	Affidavit of Publication for tax status, 1972-1985.
A-3-42	A-3-9-2	f	Board of Direction -meetings, 1986-1988.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-42	A-3-9-3	f	Cataloguer, 1986.
A-3-42	A-3-9-4	f	Constitution and Bylaws, 1987.
A-3-42	A-3-9-5	f	Contributor lists from various organizations, 1984-1986.
A-3-42	A-3-9-6	f	Corporate memberships, 1986-1987.
A-3-42	A-3-9-7	f	Development, 1985-1986.
A-3-42	A-3-9-8	f	Ron Elz, 1988.
A-3-42	A-3-9-9	f	Needs and ideas, 1986.
A-3-42	A-3-9-10	f	Pre-job correspondence, 1986. C
A-3-43	A-3-9-11	f	Press releases, 1986-1987.
A-3-43	A-3-9-12	f	Receptions and seminars attended, 1986-1988.
A-3-43	A-3-9-13	f	Security, 1986-1989.
A-3-43	A-3-9-14	f	Staff, 1986.
A-3-43	A-3-9-15	f	Staff meetings, 1986-1988.
A-3-43	A-3-9-16	f	Stationery.
A-3-43	A-3-9-17	f	Survey of collection, 1987.
A-3-43	A-3-9-18	f	Thank yous for books, 1987.
A-3-43	A-3-9-19	f	Thank yous for contributions, 1987.
A-3-43	A-3-9-20	f	Thank yous for memberships, 1987.
A-3-44	A-3-9-21	f	Thank yous for Tribute Fund gifts, 1987.
A-3-44	A-3-9-22	f	Waltenberger, Ingrid, 1988.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-44	A-3-9-23	f	Correspondence, June, 1986.
A-3-44	A-3-9-24	f	Correspondence, July, 1986.
A-3-44	A-3-9-25	f	Correspondence, August, 1986.
A-3-44	A-3-9-26	f	Correspondence, September, 1986.
A-3-44	A-3-9-27	f	Correspondence, October, 1986.
A-3-44	A-3-9-28	f	Correspondence, November, 1986.
A-3-44	A-3-9-29	f	Correspondence, December, 1986.
A-3-44	A-3-9-30	f	Thank yous -Perpetual's gifts -less than Pillar level, 1986.
A-3-45	A-3-9-31	f	Thank yous -memberships -renewal and new, 1986.
A-3-45	A-3-9-32	f	Thank yous -Tributes, 1986.
A-3-45	A-3-9-33	f	Thank yous -Gifts in kind (books, etc.), 1986.
A-3-45	A-3-9-34	f	Correspondence, January, 1987.
A-3-45	A-3-9-35	f	Correspondence, February, 1987.
A-3-45	A-3-9-36	f	Correspondence, March, 1987.
A-3-45	A-3-9-37	f	Correspondence, April, 1987.
A-3-45	A-3-9-38	f	Correspondence, May, 1987.
A-3-46	A-3-9-39	f	Correspondence, June, 1987.
A-3-46	A-3-9-40	f	Correspondence, July, 1987.
A-3-46	A-3-9-41	f	Correspondence, August, 1987.
A-3-46	A-3-9-42	f	Correspondence, September, 1987.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-3-46	A-3-9-43	f	Correspondence, October, 1987.
A-3-46	A-3-9-44	f	Correspondence, November, 1987.
A-3-46	A-3-9-45	f	Correspondence, December, 1987.
A-3-47	A-3-9-46	f	Correspondence, January, 1988.
A-3-47	A-3-9-47	f	Correspondence, February, 1988.
A-3-47	A-3-9-48	f	Correspondence, March, 1988.
A-3-47	A-3-9-49	f	Correspondence, April, 1988.
A-3-47	A-3-9-50	f	Correspondence, May, 1988.
A-3-47	A-3-9-51	f	Correspondence, June, 1988.
A-3-47	A-3-9-52	f	Correspondence, July, 1988.
A-3-47	A-3-9-53	f	Correspondence, August, 1988.
SERIES 10	EXECUTIVE CALENDARS Large activity calendars kept since 1987		
A-3-48		b	1987 Calendar.
A-3-47		b	1988 Calendar.