

AN INVENTORY AND GUIDE  
TO THE ARCHIVES  
OF THE  
ST. LOUIS MERCANTILE LIBRARY  
ASSOCIATION

A collective effort produced by  
the NEH Project Staff  
of the  
St. Louis Mercantile Library

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St. Louis, Missouri

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This project was made possible by a grant from the  
National Endowment for the Humanities.

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## ACKNOWLEDGMENTS

A special thank you must go to Mark J. Cedeck, Curator of the Barriger Library of the St. Louis Mercantile Library Association. Although not formally a member of the grant-funded NEH project team, he gave time and expertise for the construction of a searchable database for the archival material. This database was not a funded portion of the project, but was created by the Library in order to enhance access to its archives, and to better allow for future development of more useful and sophisticated finding aids.

The Library also wishes to thank the National Endowment for the Humanities whose funding made possible the arranging inventory of this material and the publication of this finding aid.

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## PREFACE

The St. Louis Mercantile Library Association is the oldest cultural institution in the city of St. Louis. It was established in 1846 by a group of merchants whose purpose was that of : "... collecting a Library and Cabinet, establishing a Reading Room, and organizing a system of instruction, by lectures, classes, and such other means of mutual improvement as may be found advantageous...". The Archives of the Mercantile Library contain all of the records and materials created by the Library which have historical value.

The records of the Library are arranged into record groups and series. Each department or function of the Library is assigned a record group number; and materials are put into the record group of the department which created them. The records in each record group are further organized into series and arranged chronologically.

Library patrons or employees who are interested in using archival records should request them from the Reference Librarian. The Reference Librarian will keep a record of materials used from the Archives. Certain records in the Archives, such as personnel and payroll records, are confidential and may be used only at the discretion of the Librarian of the St. Louis Mercantile Library Association.

This textual material for this finding aid exists as a fully searchable random-access database created and maintained using INMAGIC (R) version 7.1 text-oriented database software running on IBM-compatible personal computers. The final printed production of this finding aid was produced using formatted output from the INMAGIC database into **WordPerfect** (R) version 4.2 word processing software. The holdings of the Archives will be regularly updated and description expanded using these programs, and revisions to this guide regularly produced from the updated database. The form and format of finding aids created for these Archives may also be more easily modified through these methods, and specially focused finding aids created more readily. Staff and qualified patrons thus have access to the description of the Archives contained in this printed finding aid through searches done on the database by staff members, or through this printed finding aid. Customized reports can be created from the database for patrons, staff, or for other purposes.

## ADDING RECORDS TO THE ARCHIVES

The purpose of the Archives is to preserve in one location the materials that tell the history of the St. Louis Mercantile Library. The head of each department of the Library is responsible for saving the historical materials created by that department. Historical materials are those which reflect policy decisions, usage, acquisitions, deaccessions, historic events, controversies, or public outreach. Historical materials include: correspondence; publications of the department; reports; acquisitions, appraisal and conservation records; meeting minutes and forms and visitor registers, which are records of patron use. The chairman of a committee is responsible for saving the minutes of meetings.

All financial records will be kept by the actuary for five years and then immediately transferred to the Archives. All bills which reflect a major historical event at the Library (such as the installation of air conditioning), or bills which pertain to a major work of art may be transferred to the Archives and placed in Record Group 11: Finances, Series 13: Actuary's Files. Some actuarial files may be closed for a period of at least seven years or longer based upon Board of Direction policy.

During the last two weeks or the first two weeks of the calendar year, department heads should go through their files and remove materials which will no longer be current, but which have historical value to the Library. They should place those materials in a folder or manila envelope marked, i.e: To Archives; From Barriger Library; December 1989. This packet should be delivered to the Head of Special Collections, who will see that the materials are placed in the Archives at the end of the correct Record Group.

The Head of Special Collections will add to the Archives general Library publications such as: annual reports, New Books Bulletins, newsletters, exhibition catalogues, and invitations to Lunch and Lectures and special events. Periodically, the executive secretary will give newspaper clippings and other public relations materials to the Head of Special Collections for the Archives.

## **A CHRONOLOGY OF THE ST. LOUIS MERCANTILE LIBRARY ASSOCIATION**

- Dec. 30, 1845      A group of St. Louisans met in the counting rooms of Tevis, Scott & Tevis to discuss the formation of a subscription library similar to those existing in many eastern cities.
- Jan. 13, 1846      The St. Louis Mercantile Library Association was organized for the purpose of: "...collecting a Library and Cabinet, establishing a Reading Room and organizing a system of instruction, by lectures, classes and such other means of mutual improvement as may be found advantageous."
- 1846                The Board of Direction elected James E. Yeatman as its first President.
- April 9, 1846      The Library opened in a room rented in the Exchange Building on the northeast corner of Main and Pine. Josiah Dent was the first Librarian.
- Summer, 1846      Yeatman purchased \$1,100 worth of books in New York, and the I Library moved to 112 N. Fourth St., just north of Locust.
- Feb. 16, 1847      The St. Louis Mercantile Library Association was incorporated by the Missouri legislature.
- 1847                William Allen became the second Librarian.
- 1848                William P. Curtis became the third Librarian.
- 1850                The first catalogue of the Mercantile Library was published in book form.
- 1851                The St. Louis Lyceum sold or otherwise transferred its books to the Mercantile Library.
- 1851                The Mercantile Library Hall Co. was organized to issue stock in order to buy land and build a library building. Robert S. Mitchell was selected to design the building.
- 1851                The Library sponsored its first lectures in Wyman's Hall.
- 1853                Ralph Waldo Emerson gave a series of 7 lectures.
- 1854                The new building was completed at the present location on the southwest corner of Broadway and Locust. The Mercantile Library Hall Co. rented out shops on the first floor; on the second floor was the Library; and the Grand Hall, located on the third floor, was used for lectures and musicals.
- 1857                The Library was given, and in 1858 published the Fragment of Col. Auguste Chouteau's Narrative of the Settlement of St. Louis.

- 1858 The Library acquired Audubon's Birds of America, and Reverend John Mason Peck's entire library.
- 1858 Edward William Johnston was hired to prepare a new catalogue of the books of the St. Louis Mercantile Library. He became the Librarian in 1859.
- 1861 The State Convention met at the Mercantile Library and voted not to secede from the Union. Hamilton Gamble was elected Provisional Governor.
- 1862 Special Order No. 80 required Library board members and employees to take an oath of allegiance to the Union, causing Edward William Johnston to resign as Librarian because of his southern sympathies. John Napier Dyer became Librarian.
- 1862 The Grand Hall was used for drills by the state militia.
- 1865 The State Convention meeting at the Library passed an ordinance abolishing slavery in Missouri, and adopted a new state constitution.
- 1865 The Public Library Society was chartered, and John J. Bailey resigned as Assistant Librarian at the Mercantile Library to become the librarian of the Public Library.
- 1867 Lectures were given by Carl Schurz, Ralph Waldo Emerson, Mark Twain and Wendell Phillips.
- 1868 The Mercantile Library Board purchased all outstanding stock of the Mercantile Library Hall Co., and title to the property was transferred to the Mercantile Library.
- 1868 John How, former mayor of St. Louis, donated a number of valuable books, including George Caleb Bingham's Sketchbook.
- 1869 A national convention was held at the Mercantile Library to promote the relocation of the national capital to St. Louis.
- 1869 John How gave the Library four portraits of Indian chiefs by George Catlin.
- 1871 First art exhibit and 25th Anniversary celebration.
- 1873 Henry Ward Beecher, Bret Hart and Harriet Beecher Stowe gave lectures, among others.
- 1874 A new catalogue to the books at the Library was published in book form, and a card catalogue was established to classify all books added to the Library since publication of the book catalogue.
- 1874 A Board of Trustees was created to manage and control the real estate belonging to the Mercantile Library Association.

- 1875 The Library discontinued sponsoring lectures but continued to rent the hall to others, such as Susan B. Anthony.
- 1879 4 large oil the Library paintings by George Caleb Bingham were given by John H. Beach.
- 1881 The Board began discussing need for new building.
- 1882 Oscar Wilde lectured in the Library Hall, and Henry Ward Beecher made his fourth appearance.
- 1884 Robert S. Brookings was President of the Board of Direction.
- 1884 Perpetual memberships, first called "Improvement Memberships", were created to raise money to fund a new building. They cost \$100 each, and could be bequeathed perpetually.
- 1886 A lease agreement was made with for the first four floors Scruggs, Vandervoort and Barney for the first four floors in the new building.
- Dec. 1886 The books were packed in special boxes and moved to a three-story mansion at 10th and Locust, leased from a Mrs. Ames.
- Jan. 1887 Demolition of the old building began.
- June 1887 The cornerstone was laid by Henry Shaw.
- Jan. 1889 Formal opening of the new library.
- 1889 Librarian John Napier Dyer died, and Henry Hitchcock gave his valuable collection of books on alchemy to the Library.
- 1890 Horace Kephart, Assistant Librarian at Yale University, became the Librarian.
- 1891 A pamphlet called Pastime Reading was published.to encourage higher standards of reading of fiction, and the reclassification and recataloguing of the entire collection into the Cutter Classification System
- 1892 A Catalogue of English Prose Fiction was published.
- 1895 The coin collection was sold.
- 1896 The reclassification into the Cutter System was completed. Book stacks were installed on the mezzanine.
- 1897 Clarence Miller joined the Library staff as an apprentice.
- 1898 A reference librarian was employed for the first time.

- 1901 Library of Congress printed cards were first used, and more electric lights were installed so candles would not be needed in parts of the stacks.
- 1901 The weeding of fiction began; ten percent was disposed of.
- 1904 William, L.R. Gifford, from the Public Library at Cambridge, Mass., became Librarian.
- 1904 The Browne System of charging out books was instituted.
- 1906 A new lease with Scruggs, Vandervoort and Barney went into effect.
- 1908 Scruggs, Vandervoort and Barney moved to their new location at 9th and Locust, leaving the Library's first four floors vacant. With their lease remaining in effect, the Library suffered no financial loss.
- 1909 The lease was transferred from Scruggs, Vandervoort and Barney to the Mechanics-American National Bank of St. Louis. The ground floor was occupied by the bank and the upper floors were sublet by the bank. The Chamber of Commerce leased the fifth floor. New electric elevators were installed, as were new rest rooms.
- 1909 The Library began publication of the New Books Bulletin periodically through the year.
- 1910 The Library leased the south half of the fifth floor from the bank. New steel stacks were built on a reinforced concrete floor.
- 1912 A new office for the librarian was completed, and the office of the actuary moved to the fifth floor.
- 1915 House-to-house delivery service was established. A Ford van was purchased for the delivery service. A telephone exchange was installed.
- 1916 The cork floor was laid in the reading room.
- 1919 Mechanics-American National Bank of St. Louis merged and formed the First National Bank in St. Louis.
- 1920 The lease was changed to the First National Bank and the bank built a new building to the south, shutting off all windows on the south side of the building.
- 1925 New lighting fixtures were installed in the reading room.
- 1928 The cataloguing department and an office for Mr. Miller (Assistant Librarian) were created at the east end of the fifth floor.

- 1930 The St. Louis Union Trust Co. leased the director's room on the fifth floor from the Library. In exchange, the Library Board obtained use of the Trust Company's committee room.
- 1934 Four large paintings by George Caleb Bingham were exhibited at the St. Louis Art Museum, the Nelson Gallery in Kansas City, the Museum of Modern Art in New York, and the Hartford Museum in Connecticut. Upon their return, the paintings were hung at the St. Louis Art Museum.
- 1934 -1947 There was correspondence with First National Bank in St. Louis regarding a reduction in the bank's rent.
- 1939 The beginning of many requests to reproduce one or more the of Bingham paintings.
- 1940 Audubon's Birds of America was rebound and a case built for it. The large Assyrian bas-relief was sold to the Nelson Gallery in Kansas City for \$10,000.
- 1941 William L. R. Gifford resigned, and Clarence E. Miller became Librarian
- 1941 2 Bingham paintings, Verdict of the People and Stump Speaking, were sold, to the Boatmen's National Bank.
- 1942 The Library sought legal opinions about the future of the Library, and had Carver and Ditzion of the American Library Association conduct a survey of the Library, which was very favorable.
- 1943 The last two large Bingham paintings were sold to the St. Louis Art Museum.
- 1946 The Library celebrated its 100th anniversary with an exhibition of rare books, prints and autographs.
- 1948 A long-term lease was negotiated with the First National Bank in St. Louis to expire in 1952, . with an option to extend until 2019 (which the bank exercised). The bank acquired more of the fifth floor.
- 1950 The City of St. Louis brought suit to move the Library's tax-exempt status. This right to tax-exempt status was upheld in court in 1953.
- 1950 -1957 Agreement was established with the Boatmen's National Bank to manage the Library's investments.
- 1951 The microfilming of newspapers began.
- 1952 Remodeling of the building began: extensive remodeling of the exterior by the bank, including reducing the size of the Library windows on the sixth floor.

- 1956 The remodeling of the Library rooms was completed, and the Library held an open house.
- 1956 The lease with First National Bank was amended.
- 1958 Clarence Miller resigned after working at the Library for over sixty years. Mary Dorward became the Librarian.
- 1961 Members of the Library brought a lawsuit to cancel the lease to First National Bank, but the court ruled against the members because the lawsuit was not supported by the Board of Direction.
- 1963 -1973 State legislation was proposed to remove the tax-exempt status from the Library.
- 1963 An exhibition of Bingham sketches was held at M. Knoedler and Co.'s Gallery in New York to benefit the Library.
- 1965 Mary Dorward resigned, and Elizabeth Kirchner became the Librarian.
- 1973 The St. Louis Heritage and Urban Design Commission designated the collection of the Mercantile Library as a St. Louis Landmark.
- 1974 The Library announced its intention to sell the Bingham sketches to provide for endowment.
- 1975 Bingham Sketches, Inc. was organized by Missouri Governor Kit Bond to raise money to purchase the Bingham sketches for the state of Missouri.
- 1976 The Library installed air conditioning.
- 1978 -1979 The Mercantile Library initiated successful federal legislation to change its federal tax status as a not-for profit institution.
- 1979 A lawsuit against Union Electric and First National Bank regarding the electric bill for the air conditioning caused the Library to close temporarily.
- 1983 The Lunch and Lecture Series began.
- 1983 John W. Barriger III's library of railroad history was given to the Library.
- 1984 The old reference room was remodeled to become the John W. Barriger III Railroad Library. A grand opening was held in October, 1984. The name of this special collection was later changed to the John W. Barriger III National Railroad Library to reflect the broad national scope of the collection's holdings.

- 1985 The Herman T. Pott National Inland Waterways Library was created. It included large collections from The Waterways Journal and Ruth Ferris.
- 1986 Elizabeth Kirchner retired and Charles Bryan was named Executive Director of the Library.
- 1986 The Library renewed its exhibition program.
- 1987 The Library acquired the morgue of the St. Louis Globe Democrat.
- 1988 Charles Bryan resigned and Jerrold Brooks became the Executive Director.
- 1989 Centerre Bank (formerly First National Bank in St. Louis) was purchased by Boatmen's National Bank. Boatmen's agreed to release to the Library floor space contiguous to the Library's fifth floor stack room.

(Various donations of art and other historic or scientific curiosities were given to the Library and are mentioned in correspondence in letter books and in the Annual Reports.)

## SCOPE AND CONTENT NOTES

The Archives of the St. Louis Mercantile Library Association contain all the historically significant records generated by the St. Louis Mercantile Library from the time of its organization in 1846 until the present. From its beginning, until well after the Civil War, the Mercantile Library was the principal cultural institution in St. Louis. For those years, the Library's cultural interests in literature, art, science, history, travel, especially the exploration and settlement of the American West. The gifts and participation of many of St. Louis's business leaders records reflect the city's philosophy, politics and illustrate their activities. The Archives is a good resource for information about early subscription library practices.

The Archives contain meeting minutes, correspondence, financial records, membership records, records of the holdings of books and art, newspaper clippings, photographs, cataloguing and circulation procedures, and flyers, invitations and catalogues for exhibitions, lectures and other special events. The published annual reports give a statistical and narrative history of the major events of each year, while the minutes of meetings of the Board of Direction give a more detailed view of policy decisions. The Bulletins and New Books Bulletins, which began in 1909, give brief reviews of new books acquired by the Library; and the newsletters, which began in 1984, recount important current happenings at the Library and contain articles about historical events and significant collections.

The Archives are divided into 26 record groups. There is a separate record group for each department or function of the Library, and for special kinds of materials, such as photographs. Materials in each record group are arranged chronologically so that new materials may be added at the end of the record group. Some record groups are divided into series for different kinds of materials.

The Archives of the St. Louis Mercantile Library Association are described by the following record groups:

### **RECORDGROUP1 -BOARD OF DIRECTION**

Record Group 1 contains large bound volumes of the minutes of the meetings of the Board of Direction from 1846 through 1958. From 1958 to the present, meeting minutes are typed and put in folders for each year. This record group also contains samples of materials for the election of board members, bound volumes of Reports of the Committee of Ways and Means from 1869 to 1927, and the papers and correspondence pertaining to the Library of William G. Pettus, Jr., a member of the Board of Direction from 1945 to 1975.

## **RECORDGROUP 2 -MERCANTILE LIBRARY HALL CO. -BOARD OF TRUSTEES**

The Mercantile Library Hall Company was established as a corporation in 1851 in order to issue stock, purchase property and build a building for the Mercantile Library. The Mercantile Library Hall Company owned the Library's building and rented out the shops on the first floor until 1870, when the St. Louis Mercantile Library Association was finally able to buy up all outstanding stock. In 1874 the Mercantile Library established a Board of Trustees to oversee the building and real estate owned by the Library.

**Series 1** of this record group contains a large bound volume of meeting minutes and several large bound volumes of financial materials, such as records of warrants, ledgers of stock certificates, receipt books for stock transfers, and receipt books for rentals of shops on the first floor. There are 21 small leather subscription books that were used during the initial fundraising. The city was divided into districts, and a businessman went door to door in his district to sign up individuals who would purchase shares of stock in the Mercantile Library Hall Co. Series 2 contains folders of meeting minutes, correspondence, and other documents from the Board of Trustees from the 1880s and the early 1900s.

## **RECORDGROUP3 -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 Librarian 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 Executive 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

#### **RECORD GROUP 4 -BARRIGER LIBRARY**

Record Group 4 contains the materials generated by and for the Barriger Library from the time of the Barriger family's deed of gift in 1982 to the present. Materials are arranged chronologically and include the Deed of Gift, the renovation plans, the contract documents, materials from the grand opening in 1984, a reception for John Darling in 1986, an exhibition of paintings by Howard Fogg in 1987, brochures, materials for the Board of Trustees and other materials reflecting the operations of the John W. Barriger III National Railroad Library.

Photographs of the construction of the Barriger Library, the dedication of the Barriger Library, and the reception for the railroad artist, Howard Fogg, are located in Record Group 9 -Photographs.

#### **RECORD GROUP 5 -POTT LIBRARY**

Record Group 5 contains the materials generated by and for the Pott Library from inception to the present. There are materials from the dedication reception in 1985, The Waterways Journal, and public relations articles and brochures.

Photographs of the construction of the Pott Library and the dedication reception are located in Record Group 9 - Photographs.

## **RECORDGROUP 6 -REFERENCE DEPARTMENT**

Record Group 6 will contain reference request forms, visitor registers, and correspondence with researchers from the time that Reference Librarian Charles Brown began keeping these materials in 1987 to the present, as well as selected earlier materials. This information reflects the amount and kinds of special research that is done at the Mercantile Library.

## **RECORDGROUP 7 -SPECIAL COLLECTIONS**

This record group will contain correspondence, memos and meeting minutes generated by the Special Collections Librarian from the time the position was created for John Hoover in 1986 until the present. This record group contains the correspondence regarding the acquisition of the St. Louis Globe Democrat morgue and other special collections.

## **RECORDGROUP8 -PUBLIC RELATIONS**

This record group contains articles about the Mercantile Library that have appeared in newspapers, magazines and professional journals. The articles are arranged chronologically. **Series 1** is made up of oversized material, and of special note is an article in the Illustrated London News from 1858. Series 2 primarily consists of individual articles about the Library itself, and on special events at the Library from 1925 to 1989. However, there are also press releases and editorials in this series. **Series 3** contains the folders of clippings saved by the executive secretary from 1978 until the present. The clippings are arranged in folders by year.

## **RECORDGROUP 9 -PHOTOGRAPHS**

The Photographs Record Group contains photographs of the exterior and interior the Mercantile Library and a small group of stereoscopic photographs of of the St. Louis World's Fair of 1904.

The oversized photographs in **Series 1** are large mounted photoprints of the interior and exterior of the first Mercantile Library building from 1855 to 1887; 8 x 10 inch size photoprints of the present building when it was new in 1889 (some of which were used for sketches in the book published for the dedication of the new building); 8 x 10 inch photoprints of the interior of the Library in the 1940s, 1960s, 1970s and 1980s; and exterior views of the building in 1919, and also at the time of the remodeling in 1956. The large photoprints on display in the Reference Room and the entrance hall are also listed in Series 1, as are the 15 stereoscopic views of the St. Louis World's Fair.

**Series 2** contains photoprints of events at the Mercantile Library from 1983 to, including events of the Lunch and Lecture series, the construction of the Barriger Library, the dedications of the Barriger and Pott Libraries, Christmas parties, exhibitions, and staff events.

**Series 3** contains photoprints of the interior of the Library from 1964 to the present.

The photographs in **Series 4** have been reproduced in recent publications and were taken from older publications owned by the Library.

**Series 5** includes older large-format glass plate images, both positives and negatives. The slides are of architects' designs for the first library building; the interior and exterior of the first building; Adelina Patti, an early performer, and Mr. and Mrs. Tom Thumb, early performers; James E. Yeatman, the first President; early interior views of the present library; and slides and glass negatives of some of the Library's sculpture.

**Series 6** is a large flat box of extremely large enlargements of works of art used in exhibits.

## **RECORD GROUP 10 -ARCHITECTURAL DRAWINGS**

Record Group 10 contains large bound volumes of the architectural drawings from a competition to design the first library building. The competition was held in 1854. Record Group 10 also contains artists' drawings and blueprints of the Barriger Library and Pott Library renovations from 1983 and the air conditioning installation from 1976.

## **RECORDGROUP11 -FINANCES**

Record Group 11 consists of all the financial records of the Library kept by the Treasurer of the Board of Direction, and by the Actuary. 'Actuary' refers to the financial officer of the Mercantile Library, who is directly responsible to the Board of Direction. For many years the Librarian served as the Actuary and signed correspondence by that title when it dealt with financial matters.

The financial record group is divided into series representing different kinds of financial records. **Series 1** contains Treasurers' Journals from 1846 to 1859, which are large bound volumes with monthly entries indicating debits to individual li accounts. The entries are totals and do not itemize the expenditures.

**Series 2** contains Treasurers' Ledgers from 1846 to 1953, bound volumes in which entries were made once a month indicating debits and credits from individual accounts to individual accounts. The entries are totals and usually do not indicate the nature of the expenditures.

**Series 3** contains Treasurers' Cash Books from 1846 to 1871 and from 1908 to 1913. These books are bound volumes in which entries were made once a month indicating debits and credits from individual accounts to individual accounts and the nature of the transaction. Also included in this series is a Treasurers' Book of Notes and Bills Payable on Demand from 1894 to 1917.

**Series 4** contains the Treasurers' Reports from 1890 to 1960, which are bound volumes of monthly statements of total deposits, expenditures, and balances prepared for the Board of Direction.

**Series 5** contains Librarians' Journals and Actuaries' Journals from 1847 to 1984. Several volumes are missing. The journals are bound volumes containing monthly entries indicating total receipts and expenses for each account.

**Series 6** contains Librarians' Cash Books, which are bound volumes and have the Librarian's daily entries of debits and credits listed under the proper account. These cash books cover the period from 1847 to the present, and have some overlapping years, and some years missing. In 1954 the title of these books changed to "Actuary's Cash Receipts and Disbursements"; the pages under this title are unbound. This series also contains a large book of cancelled bonds issued in 1868 to raise \$36,000, and a large book of cancelled first mortgage bond certificates issued in 1887 to raise \$250,000 for the new building.

**Series 7** contains the Actuaries' General Ledgers from 1982 to the present. The general ledgers consist of loose pages tied up for each year with a separate page for each account listing the total disbursements from the account for each month. The Actuaries' General Ledgers are similar to the Actuaries' Journals in Series 5.

**Series 8** contains the payroll information for the Mercantile Library from 1893 to the present. Up until 1969 the payroll information was in small bound volumes listing employees and their salaries and benefits for each month. The payroll volumes also give employees' addresses at the back. Payroll information from 1969 to 1987 is missing. From 1987 to the present, the payroll is in computer printout form. Access to this series is restricted except by permission of the Executive Director.

**Series 9** contains the records for two accounts -the Contingent Fund (similar to petty cash) from 1903 to 1943, and the Book Purchase Fund from 1931 to 1937.

**Series 10** contains the auditors' reports for 1913, and each year from 1952 to the present. Reports from 1957 and 1961 are missing.

**Series 11** contains the actuarial files, correspondence, and summaries or reports pertaining to financial matters of historical significance to the Library. The earliest correspondence is in two bound volumes of blotter copies of correspondence and invoices from 1896 to 1923. There are some old bank account books in this series. The more recent materials from the Actuary's office are arranged by subject and most material concerns bequests, donations, grants, construction, insurance, investments and taxes from the 1970s and 1980s. Future files of historical or financial importance will be added chronologically at the end of Record Group 11.

## **RECORD GROUP 12 -MEMBERSHIPS**

Record Group 12 contains the several different kinds of membership records maintained by the Mercantile Library over the years.

**Series 1** contains records of regular memberships. The oldest records are in large bound volumes, and either list members and the amounts of their membership fees, or contain the Constitution followed by members' signatures and their business addresses. There are gaps in the membership records from 1870 to 1909, from 1916 to 1931, and after 1982. From 1909 to the present, the membership records list new members and membership renewals by date giving membership number, amount paid, and address.

**Series 2** contains correspondence regarding memberships, membership rates and statistics, miscellaneous membership certificates, lists of corporate members, and membership file cards.

**Series 3** contains material about perpetual memberships including the original Improvement Fund Subscription Books, early perpetual membership certificates, perpetual membership receipt books, perpetual membership transfer receipt books, and two Perpetual Membership Ledgers.

## **RECORD GROUP 13 -VISITOR REGISTERS**

Record Group 13 contains visitor registers and guest books. The visitor registers were maintained faithfully from the Library's opening in 1846 through 1920, with a lapse from 1865 to 1872. The early registers contain signatures of famous visitors such as Charles Sumner, Joseph Pulitzer and William T. Sherman.

## **RECORD GROUP 14 – CATALOGUING**

Record group 14 contains early catalogues of the St. Louis Mercantile Library which were published in book form in 1850, 1858, 1874, and 1892. In 1892 the Mercantile Library began using the Cutter Classification System for arranging books, created by Charles Cutter. There is correspondence between Mercantile Librarian John N. Dyer and Charles Cutter and Melvil Dewey regarding classification systems in the Executive Letter Books in Record Group 3. Record Group 14 contains the Cutter Classification Manual in two volumes. This record group also contains samples of Mercantile Library bookplates used over the years, old catalogue cards, and statistical reports of the cataloguer beginning in 1987.

## **RECORDGROUP 15 –CIRCULATION**

Record Group 15 contains bound volumes of statistics indicating daily and monthly circulation statistics in various categories, such as fiction, history, biography, travel, etc. for the years 1883, 1943-1961, and 1960-1979. This record group also contains a large random sampling of book circulation cards which were removed from books in 1987; records pertaining to the delivery service from 1942 to 1960; the mail service; and some sample call slips used by the Library.

## **RECORDGROUP 16 -HOLDINGS**

Record Group 16 contains information regarding the acquisition, deaccession, conservation, and loan of the Mercantile Library's books and works of art.

**Series 1** contains the Accession Books, listing chronologically all of the books acquired by the Library, and indicating their classification and their date of condemnation, from the beginning of the Library through 1959. Series 1 also contains three Deaccession Books from 1900 through 1914.

**Series 2** contains a large amount of material pertaining to the Library's paintings and sketches by George Caleb Bingham. The materials, correspondence, contracts, newspaper and magazine articles and photographs concerning the Bingham works are arranged by subject and type of materials. They include appraisals, information about the restoration, exhibitions and reproductions of the Bingham paintings and sketches, a large amount of correspondence, and newspaper articles about the sale of the Bingham sketches from 1974 to 1976. Information about the sale of the Bingham paintings to the St. Louis Art Museum and Boatmen's National Bank in the early 1940s can be found in the minutes of the meetings of the Board of Direction in Record Group 1. Series 2 also contains several sets of black and white photoprints and negatives of the Bingham sketches.

**Series 3** contains material about others works of art owned by the Library. The material is arranged alphabetically by subject, artist or title of work of art.

**Series 4** contains material about books in the Library including several appraisals, information about rare books, donations, deaccessions, periodicals, and the British Patent Collection which was given to the St. Louis Public Library.

**Series 5** contains material about book conservation, including articles on conservation, and records from the rare book conservation work done for the Library by the Missouri Botanical Garden from 1981 to 1985. For correspondence regarding the conservation work done by the Missouri Botanical Garden, see Elizabeth Kirchner's files in Record Group 3 -Executive Department.

## **RECORDGROUP 17 -ANNUAL REPORTS**

Record Group 17 contains the annual reports published each year by the St. Louis Mercantile Library Association from 1848 to the present. There is one set of bound annual reports from 1849 through 1895, and another set of bound annual reports from 1848 through 1963. There is also one copy of the seventh annual report from 1853 in German. There are multiple copies of individual annual reports for every year except 1848, 1864-1866 and 1873-1874.

The annual reports describe the significant events and acquisitions for the year in the reports of the President of the Board of Direction, and the Librarian. They give a brief financial report and list the board members, officers of the board, staff members, all past presidents of the Board of Direction, and past Librarians.

## **RECORDGROUP 18 -CONSTITUTION AND BYLAWS**

Record Group 18 contains several copies of the Constitution and Bylaws of the St. Louis Mercantile Library Association from each year that they were published through 1976, and copies of amendments to the Constitution from 1959, 1971 and 1978.

## **RECORDGROUP 19 -PUBLISHED.SPEECH~S AND MANUSCRIPTS**

This record group contains copies of speeches delivered at the Mercantile Library and later published, plus manuscripts for speeches delivered at the Mercantile Library. It contains copies of the Fragment of the "Narrative of the Settlement of St. Louis" by Colonel Auguste Chouteau, translated into English and published by the Library in 1858, and republished in 1989. The original French manuscript by Auguste Chouteau is in the Library's manuscripts collection.

Record Group 19 contains a commemorative book published by the St. Louis Mercantile Library for the dedication of the new building in 1889.

This record group also contains some of the art work that has been used in Library publications, such as mock-ups for the St. Louis Globe Democrat morgue brochure.

## **RECORDGROUP 20 -NEW BOOKS BULLETINS**

In 1909, when Clarence Miller was a young assistant librarian, he began writing the Bulletin, a collection of short reviews of the Library's new book acquisitions. It has been published by the Library several times a year -some years as often as nine times. In 1962 the name was changed to New Books; in 1964 the name was changed to New Books Bulletin; and in 1966 it was changed back to New Books.

Record Group 20 contains several copies of as many issues as possible, although some issues from early years, the Depression years, and war years are missing. At the beginning of this record group is a chart created by Cataloguer Robert Behra in 1988, indicating which issues may be found at the Mercantile Library, which issues may be found at the St. Louis Public Library, and which issues are located at Columbia University in New York.

#### **RECORDGROUP 21 -MERCANTILE LIBRARY BROCHURES**

Record Group 21 contains brochures which have been published to advertise the Library. Many of the brochures are undated, and the earliest one is probably that by Horace Kephart from the 1890s. Other small advertising items are found in this record group, such as a book mark and an advertisement reprint from the St. Louis Post Dispatch.

#### **RECORDGROUP 22 -SPECIAL EVENTS**

Record Group 22 contains materials about special events at the Mercantile Library, such as receptions, Christmas parties, discussion groups, and special trips. It does not include materials about exhibitions or lectures, which are found in Record Groups 23 and 24. Materials about the dedication of the Barriger Library are found in Record Group 4, and materials about the dedication of the Pott Library are found in Record Group 5.

The materials found in Record Group 22 include correspondence, invitations, programs, guest lists, publications, and some public relations articles.

#### **RECORDGROUP 23 –EXHIBITIONS**

Record Group 23 contains materials about exhibitions that were held at the Mercantile Library, or exhibitions of holdings of the Mercantile Library that were held elsewhere.

Series 1 contains exhibition catalogues from early (1859-1976) exhibitions of art at the Mercantile Library, and a catalogue of the coins and medals which were sold at auction in 1896.

Series 2 contains materials from more recent exhibitions of books and art from 1962 to the present. This series contains correspondence, invitations, hand lists, catalogues, and flyers from the exhibitions.

Series 3 contains the labels and posters from the exhibits, placed in large boxes to accommodate their varying sizes. All materials in all series are arranged chronologically.

## **RECORD GROUP 24 -PROGRAMS AND LECTURES**

Record Group 24 contains materials pertaining to the programs and lectures which were held in the old Mercantile Library Hall through the 1880s, and the more recent lectures that have been held at the Library since the Lunch and Lecture series began in 1983.

In the early years from the 1850s through the 1880s, the Mercantile Library invited many well known lecturers - historians, clergymen, politicians, writers, actors, scientists -to speak at the Library, and many accepted the invitation. Speakers included Thomas Hart Benton, Henry Ward Beecher, Harriet Beecher Stowe, Ralph Waldo Emerson, William Makepeace Thackeray, Horace Greeley, Mark Twain, and Oscar Wilde. Correspondence with these and other luminaries is found in the early letter books in Record Group 3 -Executive Department. Lectures were often reviewed in the St. Louis newspapers. A few manuscripts from these early lectures are found in Record Group 19 -Published Speeches and Manuscripts.

**Series 1** contains materials about the lectures, and about programs that were not part of the Lunch and Lecture series. This series begins with a large scrapbook of broadsides for cultural events in St. Louis from the 1860s through the 1880s, many of which were held at the Mercantile Library Hall. The series also holds loose programs and flyers for lectures and programs at the Mercantile Library Hall from the 1860s through the 1880s, and an article on "Emerson in St. Louis" written by Brad Luckingham in 1963. Series 1 also contains invitations, flyers, and manuscripts from lectures given at the Mercantile Library beginning in 1988 which were not part of the Lunch and Lecture series.

**Series 2** contains budget information and correspondence pertaining to the Lunch and Lecture series from its beginning in 1983, with sporadic coverage to the present. Series 2 also contains announcements, and sometimes the manuscript or the reservations list, for each lecture beginning with the first in the series, held in 1983. These materials are arranged chronologically.

## **RECORD GROUP 25 -NEWSLETTERS**

Record Group 25 contains copies of the newsletters published by the Mercantile Library, from the first issue in the winter of 1984 to the present. The newsletters are published quarterly to inform members of the St. Louis Mercantile Library of major gifts, special collections, and important current or historical events at the Library.

## **RECORD GROUP 26 -PUBLISHED USE**

Record Group 26 contains copies of books, pamphlets, magazines and newspapers which have given credit to the St. Louis Mercantile Library as a research resource. A credit line is requested of all researchers who quote or reproduce material obtained from the Library. This record group contains to date but a small portion of the publications which have given the Library credit.

## THE ORGANIZATION OF THIS FINDING AID

This finding aid locates material in the Archives by box, and then the folder, item, or document number. Those using the Archives should request material by identifying the box number, as well as the folder, item or document number, and the record level ("Rec Lvl") of the material. Special forms for this purpose are available for qualified users in the Library's Reference Room.

The listing within each record group is sorted and listed numerically by box number, then within each box by folder and/or item and/or document number. This numerical arrangement corresponds to the physical and intellectual arrangement of the Archives, and their chronological origin and arrangement. In some cases individual items or documents within a box or folder may be identified and described not only as a group at the box and folder level, but then also individually at the item or folder level.

The record level indicator (listed for each entry in the list in the "Rec Lvl" column) indicates by a single character whether that entry in the list refers to a box, a folder, a single self-contained item which is not an individual document (eg, a piece of framed art, or a bound book) and which is not being identified and described individually and not by its enclosure location (box or folder), or an individual document being identified and described individually and not by its enclosure location. Thus, the record level indicator identifies to what the number in the "Folder, Item or Document Number" column refers (a box, a folder, an individual: item or a document), and to what the verbal description in the "Folder/Item/Document Title, Description and Notes" column refers (a box of material, a folder, an individual item, or a document).

The codes used are:

- b – Box, numbered and described as a unit at the box level.
- f – Folder, numbered and described as a unit at the folder level.
- I – Item which is not a single document, and is individually numbered and described at the item level.
- d – Document, individually numbered and described at the document level.

## **RECORD GROUP 1 -BOARD OF DIRECTION**

Record Group 1 contains large bound volumes of the minutes of the meetings of the Board of Direction from 1846 through 1958. From 1958 to the present, meeting minutes are typed and put in folders for each year. This record group also contains samples of materials for the election of board members, bound volumes of Reports of the Committee of Ways and Means from 1869 to 1927, and the papers and correspondence pertaining to the Library of William G. Pettus, Jr., a member of the Board of Direction from 1945 to 1975.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 1                      BOARD OF DIRECTION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	MEETING MINUTES		Bound volumes from 1846 to 1958, and folders of typed minutes by year from 1958 to the present.
A-1-1		b	Records of the St. Louis Mercantile Library Association. Large bound volume of history and minutes of meetings of the Board of Direction, February, 1846 to September, 1855.
A-1-2 2.		b	Records of the St. Louis Mercantile Library Association, volume Large bound volume of minutes of meetings of the Board of Direction, October, 1855 to January, 1869.
A-1-3 3.		b	Records of the St. Louis Mercantile Library Association, volume Large bound volume of minutes of Board of Direction meetings, January, 1869 to January, 1890.
A-1-4		b	Records -Annual Meetings -Mercantile Library Association. Large bound volume of minutes of annual meetings, January 14, 1873 and January 13, 1874.
A-1-5 Volume 4.		b	Records of the St. Louis Mercantile Library Association, Large bound volume of minutes of meetings of the Board of Direction, January, 1890 to November, 1902.
A-1-6 Volume 5.		b	Records of the St. Louis Mercantile Library Association, Large bound volume of minutes of meetings of the Board of Direction, January, 1903 to December, 1947.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 1 BOARD OF DIRECTION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION LVL AND NOTES
A-1-7 Volume 6.		b	Records of the St. Louis Mercantile Library Association,  Large bound volume of minutes of meetings of the Board of Direction, Jan., 1948 to Nov., 1958.
A-1-8	A-1-1-1	f	Meeting minutes, 1958.
A-1-8	A-1-1-2	f	Meeting minutes, 1959.
A-1-8	A-1-1-3	f	Meeting minutes, 1960.
A-1-8	A-1-1-4	f	Meeting minutes, 1961.
A-1-8	A-1-1-5	f	Meeting minutes, 1962.
A-1-8	A-1-1-6	f	Meeting minutes, 1963.
A-1-8	A-1-1-7	f	Meeting minutes, 1964.
A-1-8	A-1-1-8	f	Meeting minutes, 1965.
A-1-8	A-1-1-9	f	Meeting minutes, 1966.
A-1-8	A-1-1-10	f	Meeting minutes, 1967.
A-1-8	A-1-1-11	f	Meeting minutes, 1968.
A-1-8	A-1-1-12	f	Meeting minutes, 1969.
A-1-9	A-1-1-13	f	Meeting minutes, 1970.
A-1-9	A-1-1-14	f	Meeting minutes, 1971.
A-1-9	A-1-1-15	f	Meeting minutes, 1972.
A-1-9	A-1-1-16	f	Meeting minutes, 1973.
A-1-9	A-1-1-17	f	Meeting minutes, 1974.
A-1-9	A-1-1-18	f	Meeting minutes, 1975.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 1 BOARD OF DIRECTION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION LVL AND NOTES
A-1-9	A-1-1-19	f	Meeting minutes, 1976.
A-1-9	A-1-1-20	f	Meeting minutes, 1977.
A-1-9	A-1-1-21	f	Meeting minutes, 1978.
A-1-9	A-1-1-22	f	Meeting minutes, 1979.
A-1-9	A-1-1-23	f	Meeting minutes, 1980.
A-1-9	A-1-1-24	f	Meeting minutes, 1981.
A-1-10	A-1-1-25	f	Meeting minutes, 1982.
A-1-10	A-1-1-26	f	Meeting minutes, 1983.
A-1-10	A-1-1-27	f	Meeting minutes, 1984.
A-1-10	A-1-1-28	f	Meeting minutes, 1985.
A-1-10	A-1-1-29	f	Meeting minutes, 1986.
A-1-10	A-1-1-30	f	Meeting minutes, 1987.
A-1-10	A-1-1-31	f	Meeting minutes, 1988.

SERIES 2 ELECTIONS

Sample materials for the election of board members

A-1-11	A-1-2-1	f	Notice of election, 1911.
A-1-11	A-1-2-2	f	Report of election inspectors, 1945.
A-1-11		b	Proxy postcards, 1982-1986.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 1 BOARD OF DIRECTION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION LVL AND NOTES
SERIES 3	COMMITTEES		
	Bound volumes from 1869-1927		
A-1-12		b	Reports to Board of Direction from Board Committees, January, 1869 to June, 1874. Bound volume.
A-1-13		b	Committee of Ways & Means Reports of Accounts Audited, February, 1890 to December, 1899, Volume 1.  Committee of Ways & Means Reports of Accounts Audited, January, 1900 to () December, 1910, Volume 2.
A-1-14		b	Committee of Ways & Means Reports of Accounts Audited, January, 1911 to December, 1919, Volume 3.  Committee of Ways and Means Reports of Accounts Audited, January, 1920 to February, 1927, Volume 4.
SERIES 4	WILLIAM PETTUS		
	Member of Board of Direction, 1945-1975 -material relating to his Library involvement		
A-1-15	A-1-4-1	f	Copies of charter and act of incorporation.
A-1-15	A-1-4-2	f	Constitution and Bylaws, 1949.
A-1-15	A-1-4-3	f	Papers, 1969.
A-1-15	A-1-4-4	f	Papers, 1970.
A-1-15	A-1-4-5	f	Correspondence with Jack Large, 1969-1970.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 1 BOARD OF DIRECTION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION LVL AND NOTES
A-1-15	A-1-4-6	f	Papers, 1971.
A-1-15	A-1-4-7	f	Concerning tax exempt status, 1971.
A-1-15	A-1-4-8	f	Examination of insurance, 1971.
A-1-15	A-1-4-9	f	<u>St. Louis Commerce</u> , January, 1971.
A-1-15	A-1-4-10	f	Papers, 1972.
A-1-15	A-1-4-11	f	Papers, 1974.
A-1-15	A-1-4-12	f	Correspondence with Frank A. Dunnigan regarding art, 1970-1974.
A-1-15	A-1-4-13	f	Papers, 1975.
A-1-15	A-1-4-14	f	Notes on books read (no date).
A-1-15	A-1-4-15	f	Clippings regarding libraries, taxes, foundations and St. Louis.

## **RECORD GROUP 2 -MERCANTILE LIBRARY HALL CO. -BOARD OF TRUSTEES**

The Mercantile Library Hall Company was established as a corporation in 1851 in order to issue stock, purchase property and build a building for the Mercantile Library. The Mercantile Library Hall Company owned the Library's building and rented out the shops on the first floor until 1870, when the St. Louis Mercantile Library Association was finally able to buy up all outstanding stock. In 1874 the Mercantile Library established a Board of Trustees to oversee the building and real estate owned by the Library.

**Series 1** of this record group contains a large bound volume of meeting minutes and several large bound volumes of financial materials, such as records of warrants, ledgers of stock certificates, receipt books for stock transfers, and receipt books for rentals of shops on the first floor. There are 21 small leather subscription books that were used during the initial fundraising. The city was divided into districts, and a businessman went door to door in his district to sign up individuals who would purchase shares of stock in the Mercantile Library Hall Co.

**Series 2** contains folders of meeting minutes, correspondence, and other documents from the Board of Trustees from the 1880s and the early 1900s.

Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 2 MERCANTILE LIBRARY HALL CO. -BOARD OF TRUSTEES

BOX NUMBER	FOLDER, ITEM OR LVL	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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SERIES 1 MERCANTILE LIBRARY HALL CO.

Established as a corporation in 1851 in order to issue stock, purchase property, and build a library building.

A-2-1		b	Proceedings of the Directors of the Mercantile Library Hall Company, May 6, 1851 through January 20, 1870; and minutes of meetings of the Board of Trustees of the Mercantile Library Association. (One large bound volume containing minutes of both organizations)
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			Mercantile Library Hall Company Record of Warrants, July 8, 1851 through May 10, 1854. (Large bound volume).
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A-2-2	A-2-1-1	f	Mercantile Library Hall Co. Charter, Constitution and Bylaws, 1851. Booklet printed at Intelligencer Office.
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A-2-2	A-2-1-2	f	Stock certificates, 1851-1868. A-2-2 A-2-1-3 f Bond coupons.
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A-2-2	A-2-1-4	f	Power of Attorney of Helen M. Appley, 1868.
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A-2-2		b	Ledger of Mercantile Library Hall Co. Stock Certificates, 1851-1857. Large bound volume.
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Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 2 MERCANTILE LIBRARY HALL CO. -BOARD OF TRUSTEES

BOX NUMBER	FOLDER, ITEM OR LVL	REC AND NOTES	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION	DOCUMENT
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A-2-3		b	Mercantile Library Hall Co. Stock Subscription Books, 1851-1854. (21 small leather books for each district in St. Louis, listing the names of purchasers of stock in St. Louis Mercantile Hall Co.)	
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			Checkbook of Mercantile Library Association, 1870-1887. (Long thin checkbook recording checks used to buy back shares of stock in Mercantile Library Hall Co. with letters requesting payment inserted).	
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A-2-4		b	Journal -Cash Expenditures, July, 1851 to January, 1869. Large bound volume.	
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A-2-5		b	Correspondence regarding stocks and bonds in the St. Louis Mercantile Library Hall Company, 1864-1898.	
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			Stock Certificate book containing stubs, records of certificates issued, 1855-1859 and blank stock certificates.	
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			Receipt book for transfer of stock certificates, 1853-1892, a bound volume which includes loose stock certificates and letters of transfer.	
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			Stock Receipt book, 1853, a bound volume cut in half.	
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A-2-6		b	Stock Receipt book, 1851-1852, a bound volume cut in half.	
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			Stock Receipt book, 1852, a bound volume cut in half.	
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Collection A  
 St. Louis Mercantile Library Association Archives

RECORD GROUP 2 MERCANTILE LIBRARY HALL CO. -BOARD OF TRUSTEES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-2-7		b	<p>Receipt book for rentals of shops on first floor, 1878, a bound volume.</p> <p>Account book for lectures given in Grand Hall, 1862-1863.</p> <p>Alphabetical list of commercial businesses in St. Louis, ca. 1851, a bound paperback.</p>
SERIES 2	<p>BOARD OF TRUSTEES            Established in 1874 to oversee the building and real estate owned by the Library</p>		
A-2-8	A-2-2-1	f	Act of Incorporation, 1874.
A-2-8	A-2-2-2	f	Minutes, 1886.
A-2-8	A-2-2-3	f	Correspondence, 1887.
A-2-8	A-2-2-4	f	Minutes, 1896.
A-2-8	A-2-2-5	f	Minutes, 1901.
A-2-8	A-2-2-6	f	Minutes, 1902.
A-2-8	A-2-2-7	f	Minutes, 1904.
A-2-8	A-2-2-8	f	Minutes, 1905.
A-2-8	A-2-2-9	f	Minutes, 1908.
A-2-8	A-2-2-10	f	Minutes, 1909.
A-2-8	A-2-2-11	f	Minutes, 1910.
A-2-8	A-2-2-12	f	Minutes, 1911.
A-2-8	A-2-2-13	f	Minutes, 1912.