

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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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 2. 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 3. 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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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
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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	DOCUMENT
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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)	
			Mercantile Library Hall Company Record of Warrants, July 8, 1851 through May 10, 1854. (Large bound volume).	
A-2-2	A-2-1-1	f	Mercantile Library Hall Co. Charter, Constitution and Bylaws, 1851. Booklet printed at Intelligencer Office.	
A-2-2	A-2-1-2	f	Stock certificates, 1851-1868. A-2-2 A-2-1-3 f Bond coupons.	
A-2-2	A-2-1-4	f	Power of Attorney of Helen M. Appley, 1868.	
A-2-2		b	Ledger of Mercantile Library Hall Co. Stock Certificates, 1851-1857. Large bound volume.	

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 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
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.)
			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).
A-2-4		b	Journal -Cash Expenditures, July, 1851 to January, 1869. Large bound volume.
A-2-5		b	Correspondence regarding stocks and bonds in the St. Louis Mercantile Library Hall Company, 1864-1898.
			Stock Certificate book containing stubs, records of certificates issued, 1855-1859 and blank stock certificates.
			Receipt book for transfer of stock certificates, 1853-1892, a bound volume which includes loose stock certificates and letters of transfer.
			Stock Receipt book, 1853, a bound volume cut in half.
A-2-6		b	Stock Receipt book, 1851-1852, a bound volume cut in half.
			Stock Receipt book, 1852, a bound volume cut in half.

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	BOARD OF TRUSTEES Established in 1874 to oversee the building and real estate owned by the Library		
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.

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.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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.

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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.

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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.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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.

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RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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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

RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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>

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RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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>

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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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RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-9

b

Letter Book 4 (b). "Mercantile Library Association Letter Book, 1870-1871".

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.

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A-3-10

b

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.

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RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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>

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St. Louis Mercantile Library Association Archives

RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-13

b

Letter Book 8. "Mercantile Library Association Letter Book, 1853-1861".

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.

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.

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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> <p>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.</p>
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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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RECORD GROUP 3 EXECUTIVE PAPERS

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A-3-17

b Letter Book 12. "Mercantile Library Association Letter Book, 1880-1887".

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 Carondolet 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.

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 RECORD GROUP 3 EXECUTIVE PAPERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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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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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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.

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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
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).

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 St. Louis Mercantile Library Association Archives

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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.

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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.

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 St. Louis Mercantile Library Association Archives

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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.

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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.

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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.

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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.

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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.

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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.

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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.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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.

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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.

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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.

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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.

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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.

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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.

Addendum 11/2023-Series 13
Papers of John Neal Hoover

Papers of the Director of the Mercantile Library from 1994-; Before that Head of Special Collections and Assistant Director, 1984-1994; twice Interim Director of the Library, 1988; 1989-1990. Papers include personal correspondence; project and program records; reports; interactions with the Board of Direction and with the University of Missouri-St. Louis; Financial, fundraising, University affiliation planning documents; outreach, collection, renovation and other programs spanning the last years of the Mercantile's independent institutional status, as well as the first quarter century of university affiliation. Hoover also was a member of the UMSL History and Museum Studies faculty where he taught classes successfully based on Mercantile collections.

The strength of the collection is that it spans a very complex time and records not saved elsewhere can successfully be found regarding, programs, planning, fundraising and affiliation history. The sampling of personal correspondence preserves the perspective of many active participants of the period. Hoover's many publications regarding the library and its collections can be read as end products to the planning documents preserved in this record group.

Papers organized to the Box Level only:

A-3-13; Box 50—Box-61:
(JNH Correspondence, notes, plans, special honors, Speeches, Talks, General Papers)

A-3-13; Box 62-Box 67:
(Programs, Lectures, Outreach; Exhibitions)

A-3-13---Box 68- Box 74:
(Board; Fundraising)

A-3-13---Box 75-Box 79:
(Finance; Membership)

A-3-13---Box 80:
(Building Plans, Renovation)

A-3-13---Box 81- B0x 82
(Staff)

A-3-13---Box 83-Box 90:
(Teaching Resources; Records)

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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 4 BARRIGER LIBRARY

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIALS		
	Contains materials generated by and for the Barriger Library from the time of the Barriger family's deed of gift in 1982 until the present. Only one series to date: Series 1.		
A-4-1	A-4-1-1	f	Deed of Gift from Barriger family, 1982-1986.
A-4-1	A-4-1-2	f	Renovation plans, 1983-1984.
A-4-1	A-4-1-3	f	Architect's drawings, 1983.
A-4-1	A-4-1-4	f	Contract documents, 1983.
A-4-1	A-4-1-5	f	Moving contract, 1983.
A-4-1	A-4-1-6	f	Grand opening invitation, 1984.
A-4-1	A-4-1-7	f	Grand opening invitation enclosure – Barriger biography, 1984.
A-4-1	A-4-1-8	f	Grand opening mailing list, 1984.
A-4-2	A-4-1-9	f	Grand opening RSVPs, 1984.
A-4-2	A-4-1-10	f	Board of Trustees, 1984-1986.
A-4-2	A-4-1-11	f	Operations, 1982-1986.
A-4-2	A-4-1-12	f	Reception for John A. Darling, 1986.
A-4-2	A-4-1-13	f	Howard Fogg Exhibition -invitation, 1987.
A-4-2	A-4-1-14	f	Howard Fogg Exhibition -hand written list, 1987.
A-4-2	A-4-1-15	f	Exhibition labels, (no date).
A-4-2	A-4-1-16	f	Brochures, 1989.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 4 BARRIGER LIBRARY

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-4-2	A-4-1-17	f	Credit lines in publications, 1978.
A-4-3	A-4-1-18	f	Draft of Resolution -to design and construct alterations of John W. Barriger III Railroad Library, 1983.
A-4-3	A-4-1-19	f	John Walker Barriger III, biography.
A-4-3	A-4-1-20	f	Barriger Board minutes, 1986-1987.
A-4-3	A-4-1-21	f	Board of Trustees, 1984-1988.
A-4-3	A-4-1-22	f	Correspondence, 1983-1988.
A-4-3	A-4-1-23	f	Barriger grant.
A-4-3	A-4-1-24	f	Eads Bridge papers.
A-4-3	A-4-1-25	f	Operations, 1987.
A-4-3	A-4-1-26	f	Sanborn letters.
A-4-3	A-4-1-27	f	Barriger Board minutes, 1988.

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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 5 POTT LIBRARY

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIALS		
	Contains the materials generated by and for the Pott Library from its inception until the present. Only one series to date: Series 1.		
A-5-1	A-5-1-1	f	Early correspondence, 1980-1985.
A-5-1	A-5-1-2	f	Dedication reception invitation, 1985.
A-5-1	A-5-1-3	f	Dedication reception mailing list, 1985.
A-5-1	A-5-1-4	f	Dedication reception RSVPs, 1985.
A-5-1	A-5-1-5	f	<u>The Waterways Journal</u> with article about Pott Library, 1985.
A-5-1	A-5-1-6	f	Capt. Frederick Way Jr. Luncheon, 1986.
A-5-1	A-5-1-7	f	Board of Governor's annual meeting, 1986.
A-5-1	A-5-1-8	f	Public relations articles, 1987.
A-5-1	A-5-1-9	f	Brochures, 1987.
A-5-1	A-5-1-10	f	<u>An Inventory of the Federal Barae Lines Collection</u> , 1988.

RECORD GROUP 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.

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RECORD GROUP 6 REFERENCE DEPARTMENT

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIALS		
			Contains information on the amount and kind of special research assisted by the librarian, plus lists of Mo. and Ill. newspapers, 1808-1897. Only one series to date: Series 1.
A-6-1	A-6-1-1	f	Reference lists No.1, Missouri and Illinois newspapers, 1808-1897 and manuscript relating to Louisiana Territory and Missouri, 1898.
A-6-1	A-6-1-2	f	Reference requests, 1987.
A-6-1	A-6-1-3	f	Reference requests, 1988.

RECORD GROUP 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.

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 7 SPECIAL COLLECTIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIALS		
			Contains information generated by the special collections librarian from 1986 to the present, including the acquisition of the St. Louis Globe-Democrat morgue and the Peck and <u>Hitchcock</u> book collections. <u>Only</u> one series to date: Series 1.
A-7-1	A-7-1-1	f	<u>St. Louis Globe-Democrat</u> morgue, 1987.
A-7-1	A-7-1-2	f	Numbering of Special Manuscript and Archival collections, 1988.
A-7-1	A-7-1-3	f	Hitchcock, Ethan Allen Alchemy Collection.
A-7-1	A-7-1-4	f	Peck, John Mason Collection, correspondence re. collection, 1949-1983.

RECORD GROUP 8 -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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 8 PUBLIC RELATIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	OVERSIZED		Chronologically arranged articles about the Library that appeared in newspapers, magazines and professional journals
A-8-1	A-8-1-1	f	<u>Illustrated London News</u> , May 1, 1858.
A-8-1	A-8-1-2	f	<u>St. Louis Globe-Democrat</u> -"Mercantile Library -An Unknown St. Louis Treasure," May 15, 1982.
A-8-1	A-8-1-3	f	<u>St. Louis Post-Dispatch</u> -"Mercantile's Respectful Renovation," Oct. 1984.
A-8-2	A-8-1-4	f	<u>St. Louis Post-Dispatch</u> -"Pacific Railroad Reports," Aug. 1985.
A-8-2	A-8-1-5	f	<u>St. Louis Globe-Democrat</u> -"A Library with a Mercantile Approach to Things," Oct. 1986.
A-8-2	A-8-1-6	f	<u>St. Louis Post-Dispatch</u> -"Globe's Office Goods to be Auctioned," Jan. 1987.
A-8-2	A-8-1-7	f	<u>St. Louis Construction News and Review</u> - "Hidden Resource," June, 1987.
A-8-2	A-8-1-8	f	<u>St. Louis Home</u> -"Mercantile Library: Inside a St. Louis Heritage," Oct. 1987.
SERIES 2	ARTICLES AND EVENTS		Chronologically arranged articles, press releases and editorials from 1925 to 1989
A-8-3	A-8-2-1	f	<u>St. Louis Public Library Monthly Bulletin</u> -"Public Art in St. Louis," July-Aug. 1925.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 8 PUBLIC RELATIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-8-3	A-8-2-2	f	<u>St. Louis Globe-Democrat</u> -"John A. Bryan Gives Highlights in Mercantile Library's History," Feb. 18, 1939.
A-8-3	A-8-2-3	f	"Digging Back 100 Years Into Mercantile Library Files," 1946.
A-8-3	A-8-2-4	f	Editorials, 1940s and 1950s.
A-8-3	A-8-2-5	f	<u>St. Louis Star Times</u> -"Smiling Spectator of the City Scene," Sept. 7,1950.
A-8-3	A-8-2-6	f	First National Bank renovation, 1955-1956.
A-8-3	A-8-2-7	f	<u>St. Louis Post-Dispatch</u> -"New Face for an Old Friend," Feb. 12, 1956.
A-8-3	A-8-2-8	f	<u>St. Louis Commerce</u> -"Mercantile Library Takes a Bow," Nov. 1956.
A-8-3	A-8-2-9	f	<u>St. Louis Post-Dispatch</u> -"Mercantile Library Marks 110th Year - All Dressed Up," Nov. 16, 1956.
A-8-3	A-8-2-10	f	<u>Bank-Trust News</u> -"Millie and Gladine Call on the Landlord," May, 1957.
A-8-3	A-8-2-11	f	Press releases, 1959.
A-8-3	A-8-2-12	f	Editorials, 1960.
A-8-3	A-8-2-13	f	<u>St. Louis Post-Dispatch</u> -"Mercantile Library a Downtown Treasury," July 13, 1960.
A-8-3	A-8-2-14	f	<u>St. Louis Globe-Democrat</u> -"Looking Backward," April 30, 1961.
A-8-3	A-8-2-15	f	St. Louis Globe-Democrat -"200 <u>Businessmen a Day Use Mercantile Library</u> ," June 29, 1962.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 8 PUBLIC RELATIONS I

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-8-3	A-8-2-16	f	<u>Missouri Historical Review</u> -"Significance of the Merchant ...," Jan. 1963.
A-8-3	A-8-2-17	f	<u>St. Louis Post-Dispatch</u> -"Rapid Growth in the Special Library Field," Sept. 10, 1963.
A-8-3	A-8-2-18	f	<u>Bank-Trust News and St. Louis Globe-Democrat</u> -"St. Louis's 200th Birthday," February 1964.
A-8-3	A-8-2-19	f	St. Louis Globe-Democrat -"Mercantile <u>Library Displays Historic Items</u> ," July 30, 1965.
A-8-3	A-8-2-20	f	Editorials, 1970s.
A-8-3	A-8-2-21	f	<u>Bank-Trust News</u> -"Mercantile -A Library with a Colorful Past," July, 1970.
A-8-3	A-8-2-22	f	<u>St. Louis Commerce</u> -"Literary Treasure House," March, 1971.
A-8-3	A-8-2-23	f	<u>St. Louis Post-Dispatch</u> -"Mercantile Library Named a Landmark," March 4, 1973.
A-8-3	A-8-2-24	f	<u>St. Louis Globe-Democrat</u> -"Where Reading is Still a Pleasure," June 13, 1974.
A-8-3	A-8-2-25	f	<u>St. Louis Post-Dispatch</u> -"Right Here," Aug. 27, 1978.
A-8-3	A-8-2-26	f	<u>Alton Telegraph</u> -"The Mercantile Library: 120 Years Old and Going Strong," March 3, 1979.
A-8-3	A-8-2-27	f	<u>St. Louis Post-Dispatch</u> and <u>St. Louis Globe-Democrat</u> -"Closed Due to Fight Over Electric Bill," June, 1979.
A-8-4	A-8-2-28	f	Editorials and Short notices, 1980s.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 8 PUBLIC RELATIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-8-4	A-8-2-29	f	Downtown St. Louis, Inc., 1981-1989.
A-8-4	A-8-2-30	f	St. Louis Architecture Exhibition, Feb. - June 1982.
A-8-4	A-8-2-31	f	<u>St. Louis Post-Dispatch</u> -"Pioneering St. Louis Audiences Dozed Here," Aug. 1982.
A-8-4	A-8-2-32	f	<u>St. Louis Business Journal</u> -"Private Mercantile Library Survives Its Confusing Identity," Aug. 2, 1982.
A-8-4	A-8-2-33	f	John W. Barriger Railroad Library -Jan. 1983.
A-8-4	A-8-2-34	f	St. Louis Rehabber -"Mercantile Library," <u>Aug. 1983.</u>
A-8-4	A-8-2-35	f	<u>St. Louis Post-Dispatch</u> -Julius Hunter's Column, Aug. 1983.
A-8-4	A-8-2-36	f	<u>NET News</u> -St. Louis Regional Public Library Network -Profile -Nov. 1983.
A-8-4	A-8-2-37	f	Calendar Notice of Events -Lectures, exhibitions, etc., 1985-1989.
A-8-4	A-8-2-38	f	<u>Centennial Perspectives on Huckleberry</u> ~ -University of Missouri, 1985.
A-8-4	A-8-2-39	f	<u>The Waterways Journal</u> -"Herman T. Pott Library Opening," Sept. 1985.
A-8-4	A-8-2-40	f	<u>Journal of Library History</u> -Article by John N. Hoover, Fall, 1985.
A-8-4	A-8-2-41	f	<u>Missourian Sunday</u> -"Missouri's Cultural Gold Mine," July 6, 1986.
A-8-4	A-8-2-42	f	Associated Press Wire Service -"140 Year Old Library," Aug. 1986.

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RECORD GROUP 8 PUBLIC RELATIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-8-4	A-8-2-43	f	St. Louis Arts Festival Calendar, Oct. 1986.
A-8-4	A-8-2-44	f	St. Louis Arts Festival, 1986 (calendar, p. 10).
A-8-4	A-8-2-45	f	<u>Show Me Libraries</u> -"St. Louis Public Library's Central Building," Oct./Nov. 1987.
A-8-4	A-8-2-46	f	<u>St. Louis Post-Dispatch</u> -"Rare and Beautiful," Kay, 1988.
A-8-4	A-8-2-47	f	<u>South County Journal</u> -"Long Shelf Life," Aug. 26, 1988.
A-8-4	A-8-2-48	f	Arts & Education Video - <u>Benjamin Franklin</u> , 1988.
A-8-4	A-8-2-49	f	<u>St. Louis Post-Dispatch</u> -"Mercantile Celebrates Building's Century Mark," Jan. 1989.
A-8-4	A-8-2-50	f	<u>West Citizens Journal</u> -"Mercantile is Truly a Rare Treasure Among Libraries," Feb. 1989.
A-8-4	A-8-2-51	f	<u>American Libraries</u> , April, 1989.
A-8-4	A-8-2-52	f	<u>St. Louis Post-Dispatch</u> -"In the Beginning," May, 1989.
A-8-4	A-8-2-53	f	Exhibition at the Forum -"St. Louis Modernist Movement," 1989.
A-8-4	A-8-2-54	f	National Endowment for the Humanities - 22nd Annual Report, 1987, pp. 109, 119.
A-8-4	A-8-2-55	f	<u>St. Louis Post-Dispatch</u> -"Tracking the Oregon Trail," Oct. 29, 1986 (mention p. 4F).

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St. Louis Mercantile Library Association Archives

RECORD GROUP 8 PUBLIC RELATIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
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SERIES 3 CLIPPING FILES BY YEAR
Newspaper clippings from 1978 to the present, folders arranged by year

A-8-5	A-8-3-1	f	Clipping files, 1978.
A-8-5	A-8-3-2	f	Clipping files, 1982.
A-8-5	A-8-3-3	f	Clipping files, 1984.
A-8-5	A-8-3-4	f	Clipping files, 1985.
A-8-5	A-8-3-5	f	Clipping files, 1986.
A-8-5	A-8-3-6	f	Clipping files, 1987.
A-8-5	A-8-3-7	f	Clipping files, 1988.

RECORD GROUP 9 -PHOTOGRAPHS

The Photographs Record Group contains photographs of the exterior and interior of the Mercantile Library and a small group of stereoscopic photographs 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 the present, 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.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 9 PHOTOGRAPHS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	OVERSIZED		Oversized photographs, 1855 to the present, some mounted, and 15 stereoscopic views of 1904 St. Louis World's Fair
A-9-1	A-9-1-1	f	First building -exterior, 1855-1887.
A-9-1	A-9-1-2	f	First Building -exterior -etching, 1855-1887.
A-9-1	A-9-1-3	f	First building -Grand Hall -etching from <u>Leslie's</u> , June 1, 1878.
A-9-1	A-9-1-4	f	First building -_Grand Hall on third floor, 1855-1887. Photo on display in Reference Room.
A-9-1	A-9-1-5	f	First building -reading room, 1855-1887.
A-9-1	A-9-1-6	f	First building -librarian's office, 1855-1887.
A-9-1	A-9-1-7	f	New building -exterior, 1889.
A-9-1	A-9-1-8	f	New building -exterior, 1889.
A-9-1	A-9-1-9	f	New building, exterior -negative, 1889.
A-9-1	A-9-1-10	f	New building -exterior -for lease - during fire at Jaccard's, 1897.
A-9-1	A-9-1-11	f	New building -issue room, 1889 (4 views). 2 photos on display in Reference Room.
A-9-1	A-9-1-12	f	New building -reading room, 1889.
A-9-1	A-9-1-13	f	New building -fireplace, 1889.

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RECORD GROUP 9 PHOTOGRAPHS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-1	A-9-1-14	f	New building -reading room, 1900-1909. One photo on display in Reference Room.
A-9-1	A-9-1-15	f	New (present) building -reference room, reading room, issue room, 1930s or 1940s.
A-9-1	A-9-1-16	f	New (present) building -issue room, 1930s or 1940s (6 views).
A-9-1	A-9-1-17	f	New (present) building -reading room, 1930s or 1940s (12 views).
A-9-1	A-9-1-18	f	New (present) building -reference room, 1930s or 1940s (6 views).
A-9-1	A-9-1-19	f	New building -reference room, 1889. Photo on display in reference room.
A-9-1	A-9-1-20	f	First building -exterior. Photo on display in issue room.
A-9-1	A-9-1-21	f	New building -exterior -grand opening of First National Bank, 1919. Photo on display in entrance hall.
A-9-2	A-9-1-22	f	Present building -reading room, 1940s.
A-9-2	A-9-1-23	f	Present building -reference room, 1940s.
A-9-2	A-9-1-24	f	Centennial celebration and exhibition, April, 1946 (8 views).
A-9-2	A-9-1-25	f	Clarence Miller, 1956 (3 views).
A-9-2	A-9-1-26	f	Remodeling of exterior by First National Bank, 1956.

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RECORD GROUP 9 PHOTOGRAPHS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-2	A-9-1-27	f	Reading room photos for <u>St. Louis Post-Dispatch</u> , 1960 (4 views).
A-9-2	A-9-1-28	f	Delivery service, 1960 (2 views).
A-9-2	A-9-1-29	f	Exhibition in First National Bank, 1960 (5 views).
A-9-2	A-9-1-30	f	Photos for <u>St. Louis Globe-Democrat</u> , 1962 (reading room, issue room, reference room).
A-9-2	A-9-1-31	f	Reading room book shelves, 1970s.
A-9-2	A-9-1-32	f	Rose Lake celebrating 50 years at the Mercantile Library, 1974.
A-9-2	A-9-1-33	f	Book stacks -6th floor -before new lights, 1977 or 1978.
A-9-2	A-9-1-34	f	Lunch & Lecture -large black and white photos of Neal Primm, 1985; and Julius Hunter, 1986.
A-9-3		b	15 Stereoscope views of 1904 World's Fair, owned by Library.
SERIES 2	EVENTS		Photographs of events at the Library from 1983 to the present, such as: Barriger and Pott Libraries, Lunch & Lectures and exhibitions
A-9-4	A-9-2-1	f	Lunch & Lecture -Stanley Goodman, Feb. 2, 1983.
A-9-4	A-9-2-2	f	Lunch & Lecture -Capt. Wm. Carroll, Mar. 2, 1983.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-4	A-9-2-3	f	Meeting of local chapter of American Print Collectors Society, 1984: Phyllis Brown, chairman, John Hoover, speaker.
A-9-4	A-9-2-4	f	Check from Union Pacific Railroad for Barriger Library, Jan. 1984: William Heckman, Stuart Symington, Greg Canavan, Nick Franchot, John W. Barriger IV, John Davidson.
A-9-4	A-9-2-5	f	Construction of Barriger Library, Pott Library and Reference Room, 1984.
A-9-4	A-9-2-6	f	Barriger Library dedication party, Oct. 28, 1984.
A-9-4	A-9-2-7	f	Lunch & Lecture -Ruth Ferris, Dec. 5, 1984.
A-9-4	A-9-2-8	f	Union Pacific Foundation check for Barriger Library, 1985: Beverly Bishop, archivist, Alan Doede, Stuart Symington, Mrs. Kirchner.
A-9-4	A-9-2-9	f	Lunch & Lecture -Elaine Viets, Aug. 7, 1985.
A-9-4	A-9-2-10	f	Lunch & Lecture -Neal Primm, Sept. 4, 1985.
A-9-4	A-9-2-11	f	Pott Library dedication, Sept. 18, 1985 (black and white).
A-9-4	A-9-2-12	f	Pott Library dedication, Sept. 18, 1985 (color).
A-9-4	A-9-2-13	f	Pott Library dedication, Sept. 18, 1985 (color photos by Ferris R. Summers).
A-9-4	A-9-2-14	f	John Hoover at his desk in Pott Library, 1985 (for <u>The Waterways Journal</u>).

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-4	A-9-2-15	f	Slides of Pott Library and Ruth Ferris giving a talk, August, 1985.
A-9-4	A-9-2-16	f	Visit by author Ben Lucian Berman, 1985.
A-9-4	A-9-2-17	f	Lunch & Lecture -Greg Franzwa, Oct. 2, 1985.
A-9-4	A-9-2-18	f	Lunch & Lecture -John Jenkins, Nov. 6, 1985.
A-9-4	A-9-2-19	f	Staff Christmas party, 1985.
A-9-4	A-9-2-20	f	Lunch & Lecture -Howard Baer, Dec. 4, 1985; Eleanor Coyle, Feb. 5, 1986; Nadya Henry, June 4, 1986; Christmas party, 1986.
A-9-4	A-9-2-21	f	Evelyn Thompson's retirement, 1985; Marianne Cavanaugh's retirement, 1986.
A-9-4	A-9-2-22	f	Lunch & Lecture -Julius Hunter, Jan. 1986.
A-9-4	A-9-2-23	f	Lunch & Lecture -Jim Scott, Mar. 1986.
A-9-4	A-9-2-24	f	Lunch & Lecture -Capt. William Carroll, Apr. 1986.
A-9-4	A-9-2-25	f	Lunch & Lecture -Ann Morris, Aug. 6, 1986 and Robert Campbell's West exhibit.
A-9-4	A-9-2-26	f	Esther Arata working on her book in the reading room, 1986.
A-9-4	A-9-2-27	f	Lunch & Lecture -Edith McCall, Oct. 1, 1986.
A-9-4	A-9-2-28	f	Dr. Bryan's reception, Oct. 15, 1986.

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RECORD GROUP 9 PHOTOGRAPHS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-4	A-9-2-29	f	John Hoover, Charles Brown and Dr. Bryan lecture to school children, Fall, 1986.
A-9-4	A-9-2-30	f	Inland Rivers Ports and Terminals, Inc. check for Pott Library, Oct. 27, 1986.
A-9-4	A-9-2-31	f	John Reps photographing for his book, <u>St. Louis Illustrated</u> , 1986.
A-9-4	A-9-2-32	f	Third world group touring Mercantile Library, Christmas, 1986.
A-9-4	A-9-2-33	f	John Hartford's Christmas program, 1986.
A-9-5	A-9-2-34	f	Window display for Dr. Bryan's lecture on Andrew Jackson, Jan. 7, 1987.
A-9-5	A-9-2-35	f	Lunch & Lecture -Bob Nikirk, Feb. 4, 1987.
A-9-5	A-9-2-36	f	Lunch & Lecture -Betty Burnett, Mar. 4, 1987; display case for Burnett lecture; Dave Cassens with Ruth Ferris; new board members; Dave Cassens with Robert Behra; St. Louis Mercantile Library book bag.
A-9-5	A-9-2-37	f	Fogg paintings coming in from Chicago; Fogg painting exhibition opening, April 25, 1987; photos of agricultural journals.
A-9-5	A-9-2-38	f	Channel 9 photographing Audubons, 1987; John Hoover and private display for St. Louis Friends of Art led by Judy Levy, Spring, 1987; Lunch & Lecture -Michael Lofaro, May 6, 1987.
A-9-5	A-9-2-39	f	Mark Cedeck and Dr. Bryan receiving check for Barriger Library; John Hoover working with old newspapers and books; Evelyn Thompson's second retirement, 1987.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-5	A-9-2-40	f	<u>St. Louis Globe-Democrat</u> morgue moving to Mercantile Library, Spring, 1987.
A-9-5	A-9-2-41	f	Lunch & Lecture -Bill Henry, Aug. 5, 1987; Library closed for survey of collection, summer, 1987.
A-9-5	A-9-2-42	f	Staff picnic, summer, 1987.
A-9-5	A-9-2-43	f	Lunch & Lecture -Stuart Symington, Oct. 7, 1987; Agriculture exhibit, summer, 1987; Lunch & Lecture -St. Michael's Quartet, Dec. 2, 1987.
A-9-5	A-9-2-44	f	Christmas party with storyteller, Janet Kieffer, 1988; tea party for volunteers, Dec., 1988.
SERIES 3	VIEWS OF THE LIBRARY Photographs of interior views of the Library from 1964 to the present		
A-9-6	A-9-3-1	f	Color photos of Mercantile Library interior, 1964.
A-9-6	A-9-3-2	f	Color slides of Mercantile Library interior, 1964.
A-9-6	A-9-3-3	f	Locust Street window, Christmas, 1973.
A-9-6	A-9-3-4	f	Mrs. Kirchner with Audubon book . Large black and white photograph.
A-9-6	A-9-3-5	f	Mrs. Kirchner in her office, 198?
A-9-6	A-9-3-6	f	Mezzanine book shelves after Barriger construction.
A-9-6	A-9-3-7	f	Color photos of Mercantile Interior, 1985.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-6	A-9-3-8	f	Barriger Library, 1985.
A-9-6	A-9-3-9	f	Color photo of reading room for membership brochure, 1986.
A-9-6	A-9-3-10	f	Large color photos of Pott Library, 1987.
A-9-6	A-9-3-11	f	Cataloguer's desk and annual reports, Jan. 1987.
A-9-6	A-9-3-12	f	Charles Brown working in reading room, 1988.
A-9-6	A-9-3-13	f	Christmas, 1988 -Adventures and Sufferings exhibit.
SERIES 4	USED IN PUBLICATIONS Reproductions of Library owned older publications		
A-9-6	A-9-4-1	f	<u>Adventures and Suffering's, The American Indian Captivity Narrative Through the Centuries</u> , 1988. Exhibition catalogue.
A-9-6	A-9-4-2	f	<u>New Books Bulletin</u> cover, Autumn, 1988.
A-9-6	A-9-4-3	f	Easton, Rufus -first St. Louis postmaster.
A-9-6	A-9-4-4	f	Hurst, Fannie.
A-9-6	A-9-4-5	f	Montez, Lola -broadsides (2) -used in <u>Mercantile Associations</u> (newsletter), Fall, 1988.
A-9-6	A-9-4-6	f	Storming of Chapultepec.
A-9-6	A-9-4-7	f	<u>Tanks</u> -book cover pictured in <u>Mercantile Associations</u> (newsletter), Fall, 1988.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-6	A-9-4-8	f	<u>Travels into Several Remote Nations of the World</u> by Lemuel Gulliver -Title page and frontispiece (2 views).
A-9-6	A-9-4-9	f	Negative prints of 1904 World's Fair -15 stereoscope views owned by Mercantile Library.
SERIES 5	NEGATIVES AND SLIDES		
	Negatives and large, old, mounted glass slides of designs of early building, performers, sculptures and James E. Yeatman, first Library President		
A-9-7	A-9-5-1	f	View of St. Louis in 1846. Mounted glass slide.
A-9-7	A-9-5-2	f	Competition design by Frank Vogdes, Louisville. Mounted glass slide.
A-9-7	A-9-5-3	f	Competition design by Frank Vogdes, Cincinnati. Mounted glass slide.
A-9-7	A-9-5-4	f	Competition design by Thomas Walsh, St. Louis. Mounted glass slide.
A-9-7	A-9-5-5	f	Competition design by John Johnson, St. Louis. Mounted glass slide.
A-9-7	A-9-5-6	f	Competition design by Brewster & Hart, St. Louis. Mounted glass slide.
A-9-7	A-9-5-7	f	Competition design by Brewster & Hart, St. Louis. Mounted glass slide.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-7	A-9-5-8	f	Competition design by Robert Mitchell. Mounted glass slide.
A-9-7	A-9-5-9	f	Competition design by George I. Barnett. Mounted glass slide.
A-9-7	A-9-5-10	f	Competition design by E. Greenleaf. Mounted glass slide.
A-9-7	A-9-5-11	f	Competition design by Charles H. Pond. Mounted glass slide.
A-9-7	A-9-5-12	f	View of first building ca. 1852. Mounted glass slide.
A-9-7	A-9-5-13	f	View of Library Hall ca. 1855. Mounted glass slide.
A-9-7	A-9-5-14	f	View of reading room -old building. Mounted glass slide.
A-9-7	A-9-5-15	f	Adelina Patti at age 12. Mounted glass slide.
A-9-7	A-9-5-16	f	Adelina Patti at age 45. Mounted glass slide.
A-9-7	A-9-5-17	f	Mr. and Mrs. Tom Thumb with Minnie Warren and Colonel Nutt. Mounted glass slide.
A-9-7	A-9-5-18	f	James E. Yeatman, early President of Mercantile Library. Mounted glass slide.
A-9-7	A-9-5-19	f	View of present building -completed 1889 (8. G. Isaacs, St. Louis architect). Mounted glass slide.
A-9-7	A-9-5-20	f	<u>Beatrice Cenci</u> by Harriet Hosmer. Mounted glass slide.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-7	A-9-5-21	f	View of entrance hall, ca. 1890. Mounted glass slide.
A-9-7	A-9-5-22	f	View of SE corner of reading room, ca. 1890. Mounted glass slide.
A-9-7	A-9-5-23	f	View of south wall of reading room, ca. 1890. Mounted glass slide.
A-9-7	A-9-5-24	f	<u>The West Wind</u> by T. R. Gould. Mounted glass slide.
A-9-8	A-9-5-25	f	<u>Portrait of Thomas Hart Benton</u> , from C. Edwin Hutchings. Glass negative.
A-9-8	A-9-5-26	f	Bust of <u>Thomas H. Benton</u> , from C. Edwin Hutchings. Glass negative.
A-9-8	A-9-5-27	f	Bust of <u>Thomas H. Benton</u> , from C. Edwin Hutchings. Glass negative.
A-9-8	A-9-5-28	f	Statue of <u>Daniel Webster</u> , from C. Edwin Hutchings. Glass negative.
A-9-8	A-9-5-29	f	Statue of <u>Daniel Webster</u> , from C. Edwin Hutchings. Glass negative.
A-9-9	A-9-5-30	f	View of first building -etching of exterior, 1855-1887. Negative.
A-9-9	A-9-5-31	f	View of first building -exterior, before 1880. Negative.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-9	A-9-5-32	f	View of first building -exterior, 1880 (2). Negative.
A-9-9	A-9-5-33	f	View of first building -reading room (view 1 of 3) (third view is photo only). Negative.
A-9-9	A-9-5-34	f	View of first building -reading room (view 2 of 3) (third view is photo only). Negative.
A-9-9	A-9-5-35	f	View of first building -Grand Hall (3). Photo.
A-9-9	A-9-5-36	f	View of new building -exterior, 1889. Negative.
A-9-9	A-9-5-37	f	View of new building -issue room, entrance to reading room, 1889. Negative.
A-9-9	A-9-5-38	f	View of new building -issue room, issue desk, 1889. Negative.
A-9-9	A-9-5-39	f	View of new building -issue room, issue desk with catalogue and book rack in front, after 1889. Negative.
A-9-9	A-9-5-40	f	View of new building -issue room, issue desk and elevator, 1889. Negative.
A-9-9	A-9-5-41	f	View of new building -issue room, 1889. Negative.
A-9-9	A-9-5-42	f	View of new building -reference room with second story of shelves, after 1889. Negative.

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RECORD GROUP 9 PHOTOGRAPHS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-9	A-9-5-43	f	View of new building -reading room, 1889. Negative.
A-9-9	A-9-5-44	f	View of new building -reading room fireplace, 1889. Negative.
A-9-9	A-9-5-45	f	View of new building -reading room, after 1889. Negative.
A-9-9	A-9-5-46	f	View of new building -reading room with cork floor and new lights, ca. 1920. Negative.
A-9-9	A-9-5-47	f	View of new building -exterior -opening of First National Bank, 1919. Negative.
A-9-9	A-9-5-48	f	Horace Kephart cooking supper over a campfire in the Smokies. Negative -courtesy of Western Carolina University.
SERIES 6	EXTREME OVERSIZED		
			Large flat box of enlargements of works of art used in exhibits
A-9-10	A-9-6-1	b	Portrait of Robert Campbell. Matted black and white photoprint.
A-9-10	A-9-6-2	b	"The Trapper --A Picture by Deas". ~ <u>Louis Monday Mornina</u> , February 8, 1847.
A-9-10	A-9-6-3	b	<u>Weekly Reveille</u> , Feb. 8, 1847 -article about painting by Deas. Black and white photoprint - enlargement, copy of the original.

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RECORD GROUP 9 PHOTOGRAPHS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-9-10	A-9-6-4	b	Painting of three mountain men in a canoe by Charles Deas, 1846. Sepia toned photoprint -copy of original painting.
	A-9-10 A-9-6-5	b	Etching of St. Louis Mercantile Library Hall -first building. Black and white photoprint - enlargement, copy of original etching.
A-9-10	A-9-6-6	b	View of first building, 1880. Black and white photoprint -mounted enlargement.

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.

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RECORD GROUP 10 ARCHITECTURAL DRAWINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIALS		
	Competitive artists' design drawings of first building and blueprints <i>for</i> Barriger and Pott Libraries. Only one series to date: Series 1.		
A-10-1		b	Plans for Mercantile Library in the Roman style by Robert Mitchell and plans for Mercantile Library in Byzantine style by George I. Barnett from competition in 1851. Bound volume. See: slides in Box A-9-7.
A-10-1		b	Plans and sections for Mercantile Library by Frank Vogdes, Cincinnati and plans for Mercantile Library by Frank Vogdes, Louisville; from competition in 1851. Bound volume. See: slides in Box A-9-7.
A-10-2		b	Plans for Mercantile Library by Brewster & Hart, St. Louis; plans for Mercantile Library by John Johnston, St. Louis; plans for Mercantile Library by Charles H. Pond; and plans for Mercantile Library by Thomas Walsh, St. Louis, from competition in 1851. Bound volume. See: slides in Box A-9-7.
A-10-2		b	Two architect's drawings <i>for</i> Herman T. Pott National Inland Waterways Library.
A-10-3		b	Blueprints for air conditioning, 1976.

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RECORD GROUP 10 ARCHITECTURAL DRAWINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-10-4		b	Four packages of blue prints for Barriger Railroad Library and associated improvements, 1983-1984.
A-10-5		b	Artist's overlays of Barriger and Pott Libraries, original sketches and plans included, 1983-1984. Large flat package.

RECORD GROUP 11 -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 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 1882 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 \L- 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.

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RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	TREASURER'S JOURNALS Debits to accounts, 1846-1889		
A-11-1		b	Treasurer's Journal, 1846-1873. Bound volume -Debits to individual accounts. No indication of specific expense. Entries made once a month by Treasurer of Board of Direction.
A-11-2		b	Treasurer's Journal, 1874-1889. Bound volume -Debits to individual accounts. No indication of specific expense. Entries made once a month by Treasurer of Board of Direction.
SERIES 2	TREASURER'S LEDGERS Debits and credits from individual account to individual account, 1846-1953		
A-11-3		b	Treasurer's Ledger, 1846-1889. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.
A-11-4		b	Treasurer's Ledger, 1889-1892. Unbound pages on a ring. Each page is a separate account listing debits and credits. No indication of specific expense. Entries made once a month.
A-11-4		b	Treasurer's Ledger, 1892-1899. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-4		b	Treasurer's Ledger, 1900-1909. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.
A-11-5		b	Treasurer's Ledger, 1910-1917. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.
A-11-6		b	Treasurer's Ledger, 1918-1927. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.
A-11-6		b	Treasurer's Ledger, 1928-1937. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.
A-11-7		b	Treasurer's Ledger, 1938-1947. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.
A-11-7		b	Treasurer's Ledger, 1947-1953. Bound volume -Debits and credits from individual account to individual account. No indication of specific expense. Entries made once a month.

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RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 3	TREASURER'S CASH BOOKS Debits and credits from account to account with specific expense indicated, 1846-1913		
A-11-8		b	Treasurer's Cash Book, 1846-1871. Bound volume -Debits and credits from individual account to individual account with specific expense indicated. Entries made once a month.
A-11-9		b	Treasurer's Monthly Cash Statements No. 9., 1908-1911. Bound volume -Debits and credits from Cindividual account to individual account with specific expense indicated. Entries made once a month.
A-11-9		b	Treasurer's Monthly Cash Statements No. 10, 1912-1913. Bound volume -Debits and credits from individual account to individual account with specific expense indicated. Entries made once a month.
A-11-9		b	Treasurer's Book of Notes and Bills Payable on Demand, 1894-1917.
SERIES 4	TREASURER'S REPORTS Monthly statements of total deposits, expenditures and balances, 1890-1960		
A-11-10		b	Treasurer's Report -SLMLA -Henry C. Scott, Treasurer. Bound volume -Monthly statements of total deposits, expenditures and balances, 1890-1900.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-10		b	Treasurer's Report -SLMLA -Hugh McKittrick, Treasurer. Bound volume -Monthly statements of total deposits, expenditures and balances, 1900-1911.
A-11-10		b	Treasurer's Report -SLMLA -Hugh McKittrick, Treasurer. Bound volume -Monthly statements of total deposits, expenditures and balances, 1911-1922.
A-11-11		b	Treasurer's Report -SLMLA -Hugh McKittrick, Treasurer. Bound volume -Monthly statements of total deposits, expenditures and balances, 1922-1934.
A-11-11		b	Treasurer's Report -SLMLA -Hugh McKittrick, Treasurer. Bound volume -Monthly statements of total deposits, expenditures and balances, 1934-1949.
A-11-11		b	Treasurer's Report -SLMLA. Bound volume -Monthly statements of total deposits, expenditures and balances, 1949-1960.
SERIES 5	LIBRARIAN'S JOURNALS		Librarian's or Actuary's Journals, 1847-1984 (not complete), monthly entries of total receipts and expenses
A-11-12		b	Librarian's Journal, 1847-1854. Large bound volume -Debits to specific accounts, purpose of debit and source of cash. Entries made on the first of the each month.

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RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-13		b	Librarian's Journal, 1894-1896. Small bound volume -Total expenses and receipts for specific amounts. Entries made once a month.
A-11-13		b	Actuary's Journal, 1911-1952. Large bound volume -Total income for each account each month and total expenses for each account each year.
A-11-13		b	Actuary's Journal, 1960-1984. Bound volume -Total expenses and receipts for specific accounts. Entries made once a month.
SERIES 6	LIBRARIAN'S CASH BOOKS AND BOND CERTIFICATE BOOKS Debits and credits entered daily, 1847-1987; cancelled bond certificates for 1868 and 1887		
A-11-14		b	Librarian's Cash Book, 1847-1857. Large bound volume -Debits and credits recording sources of revenue and purpose of expenses for specific accounts. Entries made daily.
A-11-15		b	Librarian's Cash Book, 1855-1859. Bound volume -Debits and credits recording sources of revenue and purpose of expenses for specific accounts. Entries made daily.
A-11-16		b	Librarian's Cash Book, 1867-1870. Large bound volume -Debits and credits recording sources of revenue and purpose of expenses for specific accounts. Entries made daily.

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St. Louis Mercantile Library Association Archives

RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-17		b	Librarian's Cash Book, 1870-1872. Large bound volume -Debits and credits recording sources of revenue and purpose of expenses for specific accounts. Entries made daily.
A-11-18		b	Librarian's Cash Book, 1885-1887. Narrow bound volume -Debits and credits recording sources of revenue and purpose of expenses for specific accounts. Entries made daily. Many loose bills stuck into book.
A-11-19		b	Librarian's Cash Book 4, 1924-1926. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily. (Cash Books 1, 2, 3 of this format do not exist).
A-11-19		b	Librarian's Cash Book 5, 1927-1929. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-20		b	Librarian's Cash Book 6, 1930-1932. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-20		b	Librarian's Cash Book 7, 1933-1936. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-21		b	Librarian's Cash Book 8, 1937-1940. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.

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RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-21		b	Librarian's Cash Book 9, 1941-1944. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-22		b	Librarian's Cash Book 10, 1944-1947. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-22		b	Librarian's Cash Book 11, 1947-1950. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-23		b	Librarian's Cash Book 12, 1950-1953. Large bound volume -Cash received and cash paid from specific accounts. Entries made daily.
A-11-24		b	St. Louis Mercantile Library Association Bonds, \$1000 - cancelled. From series of 36, five year bonds, to raise \$36,000 in 1868.
A-11-25		b	St. Louis Mercantile Library Association First Mortgage Bonds, \$10,000 -cancelled. From series of 25, ten year bonds, to borrow \$250,000 from the Connecticut Mutual Life Insurance Company in 1887.
A-11-26		b	Actuary's Cash Receipts and Disbursements, 1954-1974. Large packages of unbound pages indicating cash received and cash paid from specific accounts. Entries made daily.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-27		b	Actuary's Cash Receipts and Disbursements, 1975-1985. Large packages of unbound pages indicating cash received and cash paid from specific accounts. Entries made daily.
A-11-28		b	Actuary's Cash Disbursements Journal, 1986-1987 Loose leaf notebook containing pages for each month listing all checks written each day and from which account money is drawn. Entries made daily.
SERIES 7	GENERAL LEDGERS Monthly disbursements, 1982 to the present		
A-11-29		b	Actuary's General Ledgers, 1982-1987. Loose pages ties up for each year. Separate page for each account listing total disbursements from each account for each month. Entries made monthly.
SERIES 8	PAYROLLS Payroll statistics, 1893 to the present		
A-11-30		b	Payrolls, 1893-1897. Bound volume -List of employees and salaries by month and home addresses of employees at end.
A-11-30		b	Payrolls, 1898-1906. Bound volume -List of employees and salaries by month and home addresses of employees at end.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-30		b	Payrolls, 1907-1921. Bound volume -List of employees and salaries by month and home addresses of employees at end.
A-11-30		b	Payroll Record, 1922-1933. Bound volume -List of employees and salaries by month and home addresses of employees at end.
A-11-30		b	Payroll Record, 1934-1945. Bound volume -List of employees and salaries by month and home addresses of employees at end.
A-11-31		b	Payroll Record, 1946-1953. Bound volume -List of employees and salaries by month and home addresses of employees at end.
A-11-31		b	Payroll Record, 1943-1947. Bound volume -A page for each employee listing gross salary, withheld taxes and net salary for each pay period.
A-11-31		b	Payroll Record, 1948-1953. Bound volume -A page for each employee listing gross salary, withheld taxes, city earnings tax and net salary for each pay period.
A-11-31		b	Payroll Record, 1954-1958. Bound volume -A page for each employee listing gross salary, withheld taxes, city earnings tax and net salary for each pay period.
A-11-31		b	Payroll Record, 1959-1962. Bound volume -A page for each employee listing gross salary, withheld taxes, city earnings tax, F.O.A.B., Blue Cross and net pay for each pay period.

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RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-31		b	Payroll Record, 1963-1969. Bound volume -A page for each employee listing gross salary, withheld taxes, city earnings tax, F.O.A.B., Blue Cross and net pay for each pay period.
A-11-32	A-11-8-1	f	Payroll information, 1987.
A-11-32	A-11-8-2	f	Payroll information, 1988.
A-11-32	A-11-8-3	f	Payrolls by Paychex, 1988.
SERIES 9	CONTINGENT FUND Petty cash, 1903-1943 and Book Purchase Fund, 1931-1937		
A-11-33		b	Contingent Fund, 1909-1914. Small bound volume -List of expenses from Contingent Fund which received \$100 per month. Entries made daily.
A-11-33		b	Contingent Fund, 1914-1922. Small bound volume -List of expenses from Contingent Fund which ended with \$100 cash on hand each month (and spent less than \$100 each month). Entries made daily.
A-11-33		b	Contingent Fund, 1922-1926. Small bound volume -List of expenses from Contingent fund which ended with \$150 on hand each month. Entries made daily.
A-11-33		b	Contingent Fund, 1927-1932. Small bound volume -List of expenses from Contingent Fund which ended with \$150 cash on hand each month. Entries made daily.

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RECORD GROUP 11 FINANCES

BOX FOLDER, ITEM OR REC FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION DOCUMENT NUMBER LVL
AND NOTES

A-11-33	b	Contingent fund, 1933-1943. Small bound volume -List of expenses from Contingent Fund which ended with \$150 cash on hand each month. Entries made daily.
A-11-33	b	Book Purchase Fund, 1931-1937. Small bound volume -List of totals paid to book distributors and number of volumes purchased each month. Entries made daily.
SERIES 10	AUDITS	1913 and 1952-1987
A-11-34	b	Auditors' reports for each year 1913, , 1952-1987. Reports from 1957 and 1961 are missing.
SERIES 11	ACTUARY'S FILES	Correspondence and financial reports, 1896-1923. Bequests, donations, grants, construction insurance, investments and taxes, 1970 to the present
A-11-35	b	Actuary's correspondence, 1896-1904. Bound volume -Blotter copies of actuary's correspondence and notices of payment of invoices.
A-11-35	b	Actuary's correspondence, 1905-1923. Bound volume -Blotter copies of actuary's correspondence and notices of payment of invoices.
A-11-35	b	Mechanics National Bank account book, 1910-1921. Small bound volume -List of deposits C and withdrawals to checking account.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-35		b	First National Bank in St. Louis account book, 1934-1950. Small bound volume -List of deposits and withdrawals to checking account.
A-11-35		b	Merchants Laclede National Bank account book, 1908-1910. Small bound volume -List of deposits and withdrawals to checking account.
A-11-35		b	Lucas Bank account book, 1872-1875. Small bound volume -List of deposits and withdrawals to checking account.
A-11-36	A-11-11-1	f	Auditors, 1969-1988.
A-11-36	A-11-11-2	f	Air conditioning installation, 1974-1978.
A-11-36	A-11-11-3	f	Bequests, 1971-1981.
A-11-36	A-11-11-4	f	Bequests -Crawford, Dugald Estate, 1966-1967.
A-11-36	A-11-11-5	f	Bequests -Crow, Wayman -Scholarship at Washington University, 1854-1959.
A-11-36	A-11-11-6	f	Bequests -Desloge, Marcel Estate, 1973-1976.
A-11-36	A-11-11-7	f	Bequests -Dyer, Lilia Estate, 1971.
A-11-36	A-11-11-8	f	Bequests -Gifford, William L. R., 1948.
A-11-36	A-11-11-9	f	Bequests -Peck, John Mason, 1858.
A-11-36	A-11-11-10	f	Bequests -Sisson, Raleigh E., 1961-1965.
A-11-36	A-11-11-11	f	Bindery records, 1937-1963. A-11-36
A-11-11-12		f	Budgets, 1971-1988.
A-11-36	A-11-11-13	f	Computers, 1988.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-36	A-11-11-14	f	Construction, 1983.
A-11-36	A-11-11-15	f	Donations and grants -Ranken Jordan Foundation, 1967-1974.
A-11-36	A-11-11-16	f	Donations and grants, 1969-1977.
A-11-36	A-11-11-17	f	Donations and grants, 1978-1980.
A-11-36	A-11-11-18	f	Donations and grants, 1986.
A-11-36	A-11-11-19	f	Donations and grants, 1987.
A-11-36	A-11-11-20	f	Donations and grants, Jan.-June, 1988.
A-11-36	A-11-11-21	f	Donations and grants, July-Dec., 1988.
A-11-36	A-11-11-22	f	Donations and grants, 1989.
A-11-36	A-11-11-23	f	Doll Heating and Air Conditioning Company, 1984.
A-11-36	A-11-11-24	f	Fluorescent lighting installed, 1976.
A-11-36	A-11-11-25	f	Franklin Institute Auction, 1988.
A-11-36	A-11-11-26	f	Insurance, 1920-1938.
A-11-36	A-11-11-27	f	Insurance, 1938-1983.
A-11-36	A-11-11-28	f	Insurance -Bank insurance coverage of building, 1962-1981.
A-11-36	A-11-11-29	f	Insurance, 1963-1982.
A-11-36	A-11-11-30	f	Insurance, 1982-1984.
A-11-37	A-11-11-31	f	Investment managing agency -Boatmen's, 1964-1982.
A-11-37	A-11-11-32	f	Investment managing agency -Boatmen's, C 1983.

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RECORD GROUP 11 FINANCES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-11-37	A-11-11-33	f	Investment managing agency -Boatmen's, 1984. See also: Elizabeth Kirchner
A-11-37	A-11-11-34	f	Mailing members fees, 1978-1986.
A-11-37	A-11-11-35	f	Microfilm reader, 1986-1989.
A-11-37	A-11-11-36	f	Periodicals subscription services (Ancorp, Ebsco, Faxon), 1975-1983.
A-11-37	A-11-11-37	f	Missouri unemployment taxes, 1972-1985.
A-11-37	A-11-11-38	f	Missouri unemployment claims, 1976-1984.
A-11-37	A-11-11-39	f	Retirement plan, 1965-1984.
A-11-37	A-11-11-40	f	Retirement plan -correspondence, 1965-1988.
A-11-37	A-11-11-41	f	Retirement plan -Actuarial Valuation, 1976-1985.
A-11-37	A-11-11-42	f	Tax returns by Price Waterhouse, 1960- 1981.

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.

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 12 MEMBERSHIPS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	MEMBERSHIP SUBSCRIPTIONS		Members, fees, business addresses, membership numbers, 1847 to the present with some gaps in records
A-12-1		b	Membership Account Book, 1847-1853. Large bound volume -List of members and amounts of their membership fees.
A-12-2		b	Lists of members for each year, 1846-1852. Bound volume.
A-12-2		b	Membership Account Book, 1851-1869. Large bound volume -List of members and amounts of their membership fees, 1851-1852; list of purchasers of memberships for Washington University, 1863; list of purchasers of St. Louis Mercantile Library Stocks, 1858-1869; and list of cancelled stock, 1868-1869.
A-12-3		b	Constitution Subscription Record Book 1, 1847-1857. Large bound volume -Constitution in the front followed by signatures of all members subscribing to the Constitution. From 1850 the signatures are followed by a business address.
A-12-4		b	Constitution Subscription Record Book 2, 1857-1862. Large bound volume -Signatures of members who subscribe to the Constitution and Bylaws of the Mercantile Library, giving their occupation, business address and employer. The names are entered in order by date.

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 12 MEMBERSHIPS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-12-5		b	Constitution Subscription Record Book 3, 1862-1866. Large bound volume -Signatures of members who subscribe to the Constitution and Bylaws of the Mercantile Library, giving their occupation, business address, and employer. The names are entered in order by date.
A-12-6		b	Constitution Subscription Record Book 4, 1866-1870. Large bound volume -Signatures of members who subscribe to the Constitution and Bylaws of the Mercantile Library, giving their occupation, business address, and employer. The names are entered in order by date.
A-12-7		b	Certificates of Membership Book 19, 1909-1911. Large bound volume -List of members in order by date as they became new members or renewed their memberships. Lists type of membership, amount paid and card number.
A-12-8		b	Certificates of Membership Book 20, 1912-1916. Large bound volume -List of members in order by date as they became new members or renewed their memberships. Lists type of membership, amount paid and card number.
A-12-9		b	Memberships, 1931-1949. Small bound volumes -Lists of membership renewals and new members by date, giving their address and amount paid. 1931-1932, 1933-1934, 1935-1937, 1937-1939, 1939-1942, 1942-1944, 1945-1947, 1947-1949.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 12 MEMBERSHIPS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-12-10		b	Memberships, 1949-1982. Small bound volumes -Lists of membership renewals and new members by date, giving their address and amount paid. 1949-1952, 1952-1954, 1954-1957, 1957-1960, 1961-1963, 1963-1966, 1966-1969, 1969-1972, 1972-1975, 1975-1978, 1978-1982.
SERIES 2	CORRESPONDENCE REGARDING MEMBERSHIPS 1863 to the present		
A-12-11	A-12-2-1	f	Perpetual membership agreement with Washington University, 1863.
A-12-11	A-12-2-2	f	Correspondence regarding membership, 1917-1986.
A-12-11	A-12-2-3	f	Corporate members, 1987.
A-12-11	A-12-2-4	f	Miscellaneous membership certificates, 1848-1878.
A-12-11	A-12-2-5	f	Membership rates, 1979-1988.
A-12-11	A-12-2-6	f	Membership statistics, 1907-1982.
A-12-12		b	Membership cards. File cards used to keep track of perpetual members and their addresses.

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RECORD GROUP 12 MEMBERSHIPS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 3	PERPETUAL MEMBERSHIPS		Original Improvement Fund Subscription books, certificates, ledgers, and receipt and transfer books, 1887-1982
A-12-13		b	Improvement Fund Subscription Books, 1887. 7 Small bound booklets used to list names of those who pledged a subscription of \$100 or more for the new library building. These subscriptions became perpetual memberships.
A-12-14		b	Perpetual membership certificates #2 - 581.
A-12-15		b	Perpetual membership certificates #582 - 998.
A-12-16		b	Perpetual membership certificates #1001 - 1500.
A-12-17		b	Perpetual membership certificates #1501 - 1805.
A-12-18		b	Perpetual membership certificates #1806 - 2121.
A-12-19		b	Perpetual membership certificates #2122 - 2465.
A-12-20		b	Perpetual membership certificates #2466 - 2943.
A-12-21		b	Perpetual membership certificate receipt book #1 -748.
A-12-22		b	Perpetual membership certificate receipt books #751 - 935, #936 -1125, #1126 - 1310, #1311 -1500, #1501 - 1750, #1751 - 2000, #2001 -2250, #2251 -2500, #2501 - 2750.

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RECORD GROUP 12 MEMBERSHIPS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-12-23		b	Perpetual membership duplicate certificate book.
A-12-24		b	Perpetual membership transfer receipt book #1 -1000.
A-12-24		b	Perpetual membership transfer receipt book #1001 - 1995.
A-12-25		b	Perpetual membership transfer receipt book #1996 - 3375.
A-12-26		b	Perpetual membership ledger, 1887-1888. Names of perpetual members by amount given, listed alphabetically.
A-12-27		b	Perpetual membership ledger, 1887-1982. Names of perpetual members listed according to who purchased certificates.

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.

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RECORD GROUP 13 VISITOR REGISTERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL		1846 to the present, some years missing. Only one series to date: Series 1.
A-13-1		b	Visitor Register, 1846-1856.
A-13-2		b	Visitor Register, 1856-1865.
A-13-3		b	Visitor Register, 1872-1883.
A-13-4		b	Visitor Register, 1883-1920.
A-13-5		b	Visitor Registers, 1956; 1985; 1985-1986.

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.

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RECORD GROUP 14 CATALOGUING

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIALS Published catalogues 1850-1892, Cutter Classification Manual, bookplates, old catalogue cards and statistical reports beginning 1987. Only one series to date: Series 1.		
A-14-1		b	<u>Catalogue of the Mercantile Library</u> , 1850. 3 Bound copies.
A-14-1		b	<u>Catalogue of the Mercantile Library</u> , 1850. Bound copy with blank pages interleaved to record new acquisitions.
A-14-2		b	<u>Mercantile Library Catalogue -Supplement</u> or 1850, 1851. Bound volume.
A-14-2		b	<u>Catalogue of the St. Louis Mercantile Library</u> , 1858. 2 Bound volumes.
A-14-3		b	<u>Catalogue of the St. Louis Mercantile Library</u> , 1858. 2 Bound copies.
A-14-4		b	<u>Classified Catalogue of the St. Louis Mercantile Library</u> , 1874. 2 Bound copies.
A-14-5		b	<u>Classified Catalogue of the St. Louis Mercantile Library</u> , 1874. 2 Bound copies.
A-14-6		b	<u>Classified Catalogue of the St. Louis Mercantile Library</u> , 1874. 2 Bound copies.
A-14-7		b	<u>Index of Authors</u> , St. Louis Mercantile Library, 1874.

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RECORD GROUP 14 CATALOGUING

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-14-7		b	<u>Supplement to Classified Catalogue, Mercantile Library, 1876.</u>
A-14-7		b	<u>Catalogue of the St. Louis Mercantile Library Section 1 - English Prose Fiction, 1892.</u> 3 Bound copies.
A-14-7		b	<u>Catalogue of the St. Louis Mercantile Library Section 1 - English Prose Fiction, 1892.</u> Bound copy with blank pages interleaved to record new acquisitions.
A-14-8		b	<u>Catalogue of the St. Louis Mercantile Library, Section 1 -English Prose I Fiction, 1892.</u> 10 Paper bound copies.
A-14-9		b	<u>Supplement to Catalogue of the St. Louis Mercantile Library, 1851.</u>
A-14-9		b	<u>Supplement to the Classified Catalogue of the St. Louis Mercantile Library, 1876.</u> 4 Paper bound copies.
A-14-9		b	<u>Pastime Reading -Handy Reference 1891.</u> 1 Paper bound copy.
A-14-9		b	<u>St. Louis Mercantile Library Association -Brief List of English and American Plays, 1917.</u>
A-14-10		b	"Cutter Classification Manual" -A-G and H-Z. Loose-leaf pages (begun SLMLA in 1892).
A-14-11	A-14-1-1	f	Bookplates.
A-14-11	A-14-1-2	f	Bookplate on paper cover.

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RECORD GROUP 14 CATALOGUING

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-14-11	A-14-1-3	f	Catalogue cards -old, condemned.
A-14-11	A-14-1-4	f	Statistics, 1987.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 15 CIRCULATION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL Statistics relating to usage and book categories 1883,1943-1951, 1960-1979; mail and delivery service; and sample book circulation cards and call slips. Only one series to date: Series 1.		
A-15-1		b	Classification of Books issued, 1883. Large bound volume -Lists of book categories giving the number in each category checked out each day and totals for the month.
A-15-2		b	Record of Books Issues M.L.A., 1943-1951. Large bound volume -Lists of book categories giving the number in each category checked out each day and totals, including totals for delivery service.
A-15-3		b	Book circulation cards. Random sampling of cards taken from books determined to be of non-circulating quality during the collection survey of 1987.
A-15-4		b	Book circulation cards. Random sampling of cards taken from books determined to be on non-circulating quality during the collection survey of 1987.
A-15-5		b	FICTION -Record of volumes of fiction added to the Library, 1959-1970. Small bound volume.
A-15-6		b	NON-FICTION -Record of volumes of non-fiction added to the Library, 1959-1970. Small bound volume.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 15 CIRCULATION

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-15-6		b	Circulation Record, 1960-1979. Small bound volume -Lists of numbers of fiction and non-fiction books checked out each day.
A-15-7		b	Delivery service, 1942-1944. Small bound volume -Patron's use list.
A-15-7		b	Delivery service, 1945-1947. Small bound volume -Patron's use list.
A-15-7		b	Delivery service, 1947-1951. Small bound volume -Patron's use list.
A-15-7		b	Delivery service, 1956-1960. Small bound volume -Patron's use list.
A-15-7		A	Drop box statistics, 1973-1980. Small bound volume.
A-15-8	A-15-1-1	f	Call slips -samples used by Library.
A-15-8	A-15-1-2	f	Delivery service -correspondence.
A-15-8	A-15-1-3	f	Inter Library Loan -sample call slips and lost books.
A-15-8	A-15-1-4	f	Mail service.
A-15-8	A-15-1-5	f	Member's circulation record, sample, 1975-1977.

RECORD GROUP 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 other 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.

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	ACCESSION BOOKS		
	Accession/Deaccession Books -Classification and condemnation dates arranged chronologically from the beginning of the Library through 1959		
A-16-1		b	Accession Book 1, 1 to 4999 (1846-1852).
A-16-2		b	Accession Book 2, 5000 to 8000 (1852- 1854).
A-16-3		b	Accession Book 3, 8001 to 14,000 and 18,001 to 19,000.
A-16-4		b	Accession Book 4, 14,001 to 18,000 (1854-1870).
A-16-5		b	Accession Book 5, 19,001 to 27,231 (1860-1866).
A-16-6		b	Accession Book 6, 27,233 to 34,799 (1867-1871).
A-16-7		b	Accession Book 7, 34,800 to 44,700 (1872-1876).
A-16-8		b	Accession Book 8, 44,701 to 53,600 (1876-1880).
A-16-9		b	Accession Book 9, 53,601 to 61,499 (1880-1883).
A-16-10		b	Accession Book 10, 61,500 to 68,829 (1883-1886).
A-16-11		b	Accession Book 11, 68,830 to 74,632 (1886-1889).
A-16-12		b	Accession Book 12, 74,633 to 80,000 (1889-1891).

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-13		b	Accession Book 13, 80,001 to 90,000 (1891-1894). Accession Book 14, 90,001 to 100,000 (1894-1896).
A-16-14		b	Accession Book 15, 100,001 to 110,000 (1896-1898). Accession Book 16, 110,001 to 120,000 (1898-1900).
A-16-15		b	Accession Book 17, 120,000 to 130,000 (1900-1901). Accession Book 18, 130,001 to 140,000 (1901-1903).
A-16-16		b	Accession Book 19, 140,001 to 150,000 (1903-1905). Accession Book 20, 150,001 to 160,000 (1905-1907).
A-16-17		b	Accession Book 21, 160,001 to 170,000 (1907-1910). Accession Book 22, 170,001 to 180,000 (1910-1912).
A-16-18		b	Accession Book 23, 180,001 to 190,000 (1912-1914). Accession Book 24, 190,001 to 200,000 (1914-1917).
A-16-19		b	Accession Book 25, 200,001 to 205,000 (1917-1919). Accession Book 26, 205,001 to 210,000 (1919-1921).
A-16-20		b	Accession Book 27, 210,001 to 215,000 (1921-1923). Accession Book 28, 215,001 to 220,000 (1923-1925).

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-21		b	Accession Book 29, 220,001 to 225,000 (1925-1927). Accession Book 30, 225,001 to 230,000 (1927-1930).
A-16-22		b	Accession Book 31, 230,001 to 235,000 (1930-1932). Accession Book 32, 235,001 to 240,000 (1933-1935).
A-16-23		b	Accession Book 33, 240,001 to 245,000 (1935-1938). Accession Book 34, 245,001 to 250,000 (1938-1941).
A-16-24		b	Accession Book 35, 250,001 to 255,000 (1941-1943). Accession Book 36, 255,001 to 260,000 (1943-1946).
A-16-25		b	Accession Book 37, 260,001 to 265,000 (1946-1949). Accession Book 38, 265,001 to 270,000 (1949-1951).
A-16-26		b	Accession Book 39, 270,001 to 275,000 (1951-1954). Accession Book 40, 275,001 to 280,000 (1954-1957).
A-16-27		b	Accession Book 41, 280,001 to 285,000 (1957-1959). Deaccession Book 1, 2338 to 6777 (1900-1906).
A-16-28		b	Deaccession Book 2, 1 to 5000 (1906-1912). Deaccession Book 3, 5001 to 6396 (1912-1914).

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 2	ARTWORK BY GEORGE CALEB BINGHAM Paintings and sketches, correspondence, contracts, articles, appraisals, reproductions, photographs and exhibitions		
A-16-28	A-16-2-1	f	Agreement with Bingham Sketches, Inc., 1975.
A-16-28	A-16-2-2	f	American Heritage correspondence, 1968-1974.
A-16-28	A-16-2-3	f	Anheuser Busch Foundation, 1975.
A-16-28	A-16-2-4	f	Appraisals, 1971-1975.
A-16-28	A-16-2-5	f	Appraisals -HirschI & Adler Galleries, 1974-1975.
A-16-28	A-16-2-6	f	Art Committee meeting minutes, 1969-1970.
A-16-28	A-16-2-7	f	Bingham, George Caleb.
A-16-28	A-16-2-8	f	Bingham Sketches, Inc., 1975-1979.
A-16-28	A-16-2-9	f	Bingham Sketches, Inc., -exhibitions, 1975-1976.
A-16-28	A-16-2-10	f	Boatmen's National Bank, 1964-1970.
A-16-28	A-16-2-11	f	Bond, Governor Christopher - correspondence and committee, 1974-1975.
A-16-28	A-16-2-12	f	Conservation -restoration, 1960-1975.
A-16-28	A-16-2-13	f	Crate numbers, 1975.
A-16-28	A-16-2-14	f	Damage to sketches, 1959-1960.
A-16-29	A-16-2-15	f	Exhibitions, 1962-1975.
A-16-29	A-16-2-16	f	Exhibitions -Famous Barr, 1975.

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-29	A-16-2-17	f	Exhibitions -Famous Barr, guest list, 1975.
A-16-29	A-16-2-18	f	Exhibitions -George Caleb Bingham Sesquicentennial Exhibition (Nelson Gallery, Kansas City and St. Louis Art Museum), 1961.
A-16-29	A-16-2-19	f	Exhibitions -High Museum of Art, Atlanta, 1971-1974.
A-16-29	A-16-2-20	f	Exhibitions -Missouri State Council on the Arts, 1964-1975.
A-16-29	A-16-2-21	f	General Van and Storage -storage agreement and list of Bingham's in numerical order by crate number, 1973-1974.
A-16-29	A-16-2-22	f	Grand, Mrs. Joseph H. -her book on sale of Bingham <u>Sketchbook</u> , 1978.
A-16-29	A-16-2-23	f	History of <u>Sketchbook</u> , 1969.
A-16-29	A-16-2-24	f	John How's gift to Library, 1868.
A-16-29	A-16-2-25	f	M. Knoedler and Company Gallery, New York, exhibit, 1963.
A-16-29	A-16-2-26	f	Norton's Fine Art Studio -framing, 1970-1972.
A-16-29	A-16-2-27	f	Old Print Shop, New York -proposed sale, 1960.
A-16-30	A-16-2-28	f	Paintings -exhibition and restoration, 1934-1942.
A-16-30	A-16-2-29	f	Payne, John Howard, by Bingham -photo, negative and document of ownership, 1965.
A-16-30	A-16-2-30	f	Reproduction, 1961-1976.

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-30	A-16-2-31	f	Reproduction -Block, Maurice, 1969-1975.
A-16-30	A-16-2-32	f	Reproduction -Christ-Janer, Albert, 1969-1975.
A-16-30	A-16-2-33	f	Reproduction -McDermott, John Francis. <u>George Caleb Bingham, River Portraitist. Norman: University of Oklahoma Press, 1953-1970.</u>
A-16-30	A-16-2-34	f	Reproduction in <u>Old Times on the Mississippi</u> by Mark Twain, 1975.
A-16-30	A-16-2-35	f	Research questions.
A-16-30	A-16-2-36	f	St. Louis Art Museum, 1964-1975.
A-16-31	A-16-2-37	f	Sale of Bingham's -Board correspondence, 1974-1976.
A-16-31	A-16-2-38	f	Sale of Bingham's -correspondence with public, 1974-1975.
A-16-31	A-16-2-39	f	Sale of Bingham's -newspaper articles, 1974-1975.
A-16-31	A-16-2-40	f	Skinner, Lemoine, Jr. -two statements published in <u>St. Louis Post-Dispatch, 1975.</u>
A-16-31	A-16-2-41	f	Smithsonian Institution, 1967 and 1975-1976.
A-16-31	A-16-2-42	f	Tax status, 1974-1975.
A-16-31	A-16-2-43	f	Transfers of Title, 1976-1980. A-16-31 A-16-2-44 f Versos -list of, 1970.
A-16-31	A-16-2-45	f	Washington, George and Martha, 1971-1979.
A-16-31	A-16-2-46	f	White House correspondence, 1965-1973.

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-32		b	169 photographs of the Bingham sketches by Piaget (8 X 10). 54 photographs of versos of Bingham sketches by Piaget (8 X 10).
A-16-33		b	105 photographs of the Bingham sketches, previously mounted (8 X 10). 11 photographs of the Bingham sketches, on mat paper (8 X 10). 47 photographs of the Bingham sketches, on glossy paper (8 X 10).
A-16-34		b	Cuttings from <u>George Caleb Bingham, River Portraitist</u> , by John Francis McDermott, 1959. Reproduction of a Bingham sketch from exhibition at M. Knoedler and Company, New York, 1963.
A-16-35		b	Photographic negatives of Bingham sketches #1-112 (8 X 10).
A-16-36		b	Photographic negatives of Bingham sketches versos #3A-112A (8 X 10).
A-16-37		b	St. Louis Art Museum photograph negatives, McDermott #1-56 (8 X 10).
A-16-39		b	C. Johnston photographs and negatives of Bingham sketches #1-2 (4 X 5).
A-16-40		b	C. Johnston photographs and negatives of Bingham sketches #29-56 (4 X 5).
A-16-41		b	C. Johnston photographs and negatives of Bingham sketches #57-84 (4 X 5).
A-16-42		b	C. Johnston photographs and negatives of Bingham sketches #85-112 (4 X 5).

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-43		b	Bloch, E. Maurice. <u>The Drawinas of Georae Caleb Binaham With a Cataloae Raisonne</u> . Columbia: University of Missouri Press, 1975.
A-16-43		b	McDermott, John Francis. <u>Georae Caleb Binaham River Portraitist</u> . Norman: University of Oklahoma Press, 1959.
A-16-44		b	Scrapbook of events related to the sale of the Bingham sketches, 1974-1985.
SERIES 3	ART		Arranged alphabetically by subject, artist or title of work of art
A-16-45	A-16-3-1	f	Appraisals, 1946-1979.
A-16-45	A-16-3-2	f	Appraisals for conservation, 1964-1966.
A-16-45	A-16-3-3	f	Assyrian bas relief -sale to Nelson Gallery, Kansas City, 1940.
A-16-45	A-16-3-4	f	Audubon, 1905-1984.
A-16-45	A-16-3-5	f	<u>Aurora</u> , painting, 1984.
A-16-45	A-16-3-6	f	<u>Beatrice Cenci</u> , 1971-1980.
A-16-45	A-16-3-7	f	Catalogue, ca. 1890.
A-16-45	A-16-3-8	f	Catlins, 1964-1987.
A-16-45	A-16-3-9	f	Catlins, 1964-1987.
A-16-45	A-16-3-10	f	Charless portrait, (no date).
A-16-45	A-16-3-11	f	Christ Church Cathedral exhibition, 1988.
A-16-45	A-16-3-12	f	Currency, 1882-1913.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-4	A-16-3-13	f	Currier and Ives, 1963-1974.
A-16-4	A-16-3-14	f	Curtis, Edward S. <u>-The North American Indian</u> , 1922.
A-16-4	A-16-3-15	f	Deaccession records, 1908-1925 (Ferguson and Bogy).
A-16-4	A-16-3-16	f	Dyer, John Napier -bust of, (no date). A-16-4 A-16-3-17 f Grayson, Andrew Jackson <u>-Birds of the West</u> .
A-16-4	A-16-3-18	f	Harding, Chester <u>-Portrait of Governor Clark</u> , 1967-1983.
A-16-46	A-16-3-19	f	Hinchey, William J., 1974.
A-16-46	A-16-3-20	f	Insurance, 1975.
A-16-46	A-16-3-21	f	Kaufmann, Theodore <u>-Westward the Star of Empire</u> , 1974-1987.
A-16-46	A-16-3-22	f	Label from painting <u>-The Charlatan</u> .
A-16-46	A-16-3-23	f	Loan exhibits, (no date).
A-16-46	A-16-3-24	f	Meeker, Joseph R., 1969-1977.
A-16-46	A-16-3-25	f	Napoleon death mask, 1943-1984.
A-16-46	A-16-3-26	f	Peale, Sarah M. <u>-Portrait of E. W. Johnston</u> .
A-16-46	A-16-3-27	f	Photographs.
A-16-46	A-16-3-28	f	Photographs -old St. Louis photos from Dick Lemen and Dr. William Swekosky, 1961-1972.
A-16-46	A-16-3-29	f	Restoration, 1944.

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 St. Louis Mercantile Library Association Archives

RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-46	A-16-3-30	f	Sculpture, 1955-1984.
A-16-46	A-16-3-31	f	Secretary desk, 1982.
A-16-46	A-16-3-32	f	Seivres vase from R. M. Scruggs family, 1914.
A-16-46	A-16-3-33	f	Shaw, Henry -bust of, 1878.
A-16-46	A-16-3-34	f	Sylvester, Frederick Oats.
A-16-46	A-16-3-35	f	Wild, J. C. <u>-Carondelet in 1841</u> , 1985.
A-16-46	A-16-3-36	f	Yeatman, James E. -bust of, 1894.
SERIES 4	BOOKS		
			Appraisals, rare books, donations, deaccessions and periodicals
A-16-47	A-16-4-1	f	Acquisitions, 1981-1982.
A-16-47	A-16-4-2	f	Appraisals, 1966-1973.
A-16-47	A-16-4-3	f	Appraisals -Barriger Library -Beal appraisal, 1983-1984.
A-16-47	A-16-4-4	f	Appraisals -Garnett, Anthony, 1968.
A-16-47	A-16-4-5	f	Appraisals -Pott Library appraisal by Elizabeth Dunlop, 1984.
A-16-47	A-16-4-6	f	<u>British Patents</u> , 1926-1959 (purchase of).
A-16-47	A-16-4-7	f	Curtis, Edward, Indians, (no date).
A-16-47	A-16-4-8	f	Deaccessions, 1983.
A-16-47	A-16-4-9	f	Deed of Gift (blanks). A-16-47 A-16-4-10 f Donations, 1974-1986.

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-47	A-16-4-11	f	<u>St. Louis Globe-Democrat</u> microfilm, 1952-1953.
A-16-47	A-16-4-12	f	Mormons, 1960 (List of books).
A-16-47	A-16-4-13	f	National Union Catalogue -long term loan, 1985.
A-16-47	A-16-4-14	f	Periodicals, 1905-1980s.
A-16-47	A-16-4-15	f	Periodicals -sale to Walter J. Johnson, Inc., 1960.
A-16-47	A-16-4-16	f	Philipson, Joseph -account book, 1977.
A-16-47	A-16-4-17	f	Pott Library, 1984.
A-16-47	A-16-4-18	f	Reproduction and research requests, 1969-1976.
A-16-47	A-16-4-19	f	Restoration, 1965-1981.
A-16-47	A-16-4-20	f	Washington, George -letters of, 1931- 1985.
A-16-47	A-16-4-21	f	Wickes, Mary, 1983-1985.
A-16-48	A-16-4-22	f	"Rare Book Appraisal" by E. Kirchner, (2 of 3 volumes), 1982.
A-16-48	A-16-4-23	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS -total, first pages, bibliography.
A-16-48	A-16-4-24	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 1-16.
A-16-48	A-16-4-25	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 17-32.

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-48	A-16-4-26	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 33-48.
A-16-48	A-16-4-27	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 49-64
A-16-48	A-16-4-28	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 65-79.
A-16-48	A-16-4-29	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 80-83.
A-16-48	A-16-4-30	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 84-99.
A-16-48	A-16-4-31	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 100-118.
A-16-48	A-16-4-32	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 119-141.
A-16-48	A-16-4-33	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 142-178.
A-16-48	A-16-4-34	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 179-210.
A-16-48	A-16-4-35	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 211-248.
A-16-48	A-16-4-36	f	"Rare Book Appraisal" by E. Kirchner, C1982. Original MS, pp. 249-287.

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-48	A-16-4-37	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 288-332.
A-16-48	A-16-4-38	f	"Rare Book Appraisal" by E. Kirchner, 1982. Original MS, pp. 333-367.
SERIES 5	BOOK CONSERVATION		Articles on conservation and records of conservation by Missouri Botanical Garden, 1981-1985
A-16-49	A-16-5-1	f	Conservation, restoration, repair - articles on, 1963-1981.
A-16-49	A-16-5-2	f	Finley, Susan. Rare Book Conditions Survey. St. Louis: Missouri Botanical Garden, 1981. 2 Copies.
A-16-49	A-16-5-3	f	Finley, Susan. Rare Book Conditions Survey. St. Louis: Missouri Botanical Garden, 1982. 2 Copies.
A-16-49	A-16-5-4	f	Finley, Susan. Rare Book Conditions Survey. St. Louis: Missouri Botanical Garden, 1983. 2 Copies.
A-16-50	A-16-5-5	f	Missouri Botanical Garden restorations, , 1981 (prior to photo program).
A-16-50	A-16-5-6	f	Missouri Botanical Garden restorations, 1982 (prior to photo program).
A-16-50	A-16-5-7	f	Missouri Botanical Garden restorations, 1983 (with photos -complete).

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RECORD GROUP 16 HOLDINGS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-16-50	A-16-5-8	f	Missouri Botanical Garden restorations, 1983 (photos - incomplete).
A-16-50	A-16-5-9	f	Missouri Botanical Garden, 1984 (with photos).
A-16-50	A-16-5-10	f	Missouri Botanical Garden restorations, 1985 (with photos).
A-16-50	A-16-5-11	f	<u>Robert E. Lee</u> -large print, 1984.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 17 ANNUAL REPORTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL		Events, acquisitions, brief financial report, SLMLA Board members and officers, staff members, past presidents and librarians -1848 to the present. Only one series to date: Series 1.
A-17-1		b	SLMLA Reports, 1849-1863 SLMLA Reports, 1867-1885 SLMLA Reports, 1886-1895. Bound volumes.
A-17-1		b	St. Louis Kaufmannischen Bibliothek - Vereins, 1853. Bound volume -7th Annual report in German.
A-17-2		b	SLMLA Annual Reports, 1848-1861 SLMLA Annual Reports, 1862-1878. Bound volumes.
A-17-3		b	SLMLA Annual Reports, 1879-1893 SLMLA Annual Reports, 1894-1900. Bound volumes.
A-17-4		b	SLMLA Annual Reports, 1901-1910 SLMLA Annual Reports, 1911-1927 SLMLA Annual Reports, 1928-1943. Bound volumes.
A-17-5		b	SLMLA Annual Reports, 1944-1954 SLMLA Annual Reports, 1955-1963. Bound volumes.
A-17-6		b	SLMLA Annual Reports -1849 (12 copies), 1850 (5 copies), 1851 (7 copies), 1852 (5 copies), 1853 (4 copies), 1854 (5 copies), 1855 (2 copies). Separates in paper wraps.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 17 ANNUAL REPORTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-17-7		b	SLMLA Annual Reports -1856 (8 copies), 1857 (6 copies), 1858 (4 copies), 1859 (1 copy), 1860 (10 copies), 1861 (10 copies), 1862 (3 copies). Separates in paper wraps.
A-17-8		b	SLMLA Annual Reports -1862 (1863) (3 copies), 1863 (8 copies), 1867 (10 copies), 1868 (1869) (1 copy), 1869 (11 copies), 1870 (4 copies), 1871 (10 copies), 1872 (10 copies). Separates in paper wraps.
A-17-9		b	SLMLA Annual Reports -1875 (10 copies), 1876 (10 copies), 1877 (10 copies), C' 1878 (10 copies), 1879 (11 copies). Separates in paper wraps.
A-17-10		b	SLMLA Annual Reports -1881 (10 copies), 1882 (10 copies), 1883 (10 copies), 1884 (2 copies), 1885 (10 copies), 1886 (10 copies), 1887 (6 copies). Separates in paper wraps.
A-17-11		b	SLMLA Annual Reports -1888 (4 copies), 1889 (9 copies), 1890 (4 copies), 1891 (4 copies), 1892 (7 copies), 1893 (5 copies). Separates in paper wraps.
A-17-12		b	SLMLA Annual Reports -1894 (5 copies), 1895 (4 copies), 1896 (3 copies), 1897 (4 copies), 1898 (3 copies), 1899 (3 copies). Separates in paper wraps.
A-17-13		b	SLMLA Annual Reports -1900 (2 copies), 1901 (2 copies), 1902 (3 copies), 1903 (4 copies), 1904 (6 copies), 1905 (6 copies), 1906 (7 copies). Separates in paper wraps.

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St. Louis Mercantile Library Association Archives

RECORD GROUP 17 ANNUAL REPORTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-17-14		b	SLMLA Annual Reports -1907 (9 copies), 1908 (8 copies), 1909 (9 copies), 1910 (5 copies), 1911 (7 copies), 1912 (6 copies). Separates in paper wraps.
A-17-15		b	SLMLA Annual Reports -1913 (8 copies), 1914 (7 copies), 1915 (8 copies), 1916 (7 copies), 1917 (9 copies), 1918 (8 copies). Separates in paper wraps.
A-17-16		b	SLMLA Annual Reports -1919 (9 copies), 1920 (10 copies), 1921 (10 copies), 1922 (10 copies), 1923 (10 copies), 1924 (10 copies). Separates in paper wrap.
A-17-17		b	SLMLA Annual Reports -1925 (10 copies), 1926 (10 copies), 1927 (10 copies), 1928 (10 copies), 1929 (10 copies), 1930 (10 copies). Separates in paper wraps.
A-17-18		b	SLMLA Annual Reports -1931 (10 copies), 1932 (10 copies), 1933 (10 copies), 1934 (10 copies), 1935 (10 copies), 1936 (10 copies), 1937 (10 copies). Separates in paper wraps.
A-17-19		b	SLMLA Annual Reports -1938 (10 copies), 1939 (10 copies), 1940 (10 copies), 1941 (10 copies), 1942 (10 copies), 1943 (10 copies), 1944 (10 copies). Separates in paper wraps.
A-17-20		b	SLMLA Annual Reports -1945 (10 copies), 1946 (10 copies), 1947 (10 copies), 1948 (10 copies), 1949 (10 copies), 1950 (10 copies), 1951 (10 copies). Separates in paper wraps.

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St. Louis Mercantile Library Association Archives

RECORD GROUP 17 ANNUAL REPORTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-17-21		b	SLMLA Annual Reports -1952 (10 copies), 1953 (10 copies), 1954 (10 copies), 1955 (10 copies), 1956 (10 copies), 1957 (10 copies), 1958 (22 copies), 1959 (20 copies). Separates in paper wraps.
A-17-22		b	SLMLA Annual Reports -1960 (10 copies), 1961 (3 copies), 1962 (12 copies), 1963 (12 copies), 1964 (12 copies), 1965 (10 copies), 1966 (10 copies), 1967 (10 copies), 1968 (11 copies), 1969 (11 copies). Separates in paper wraps.
A-17-23		b	SLMLA Annual Reports -1970 (10 copies), C1971 (10 copies), 1972 (10 copies), 1973 (7 copies), 1974 (10 copies), 1975 (3 copies), 1976 (5 copies), 1977 (10 copies), 1978 (3 copies), 1979 (3 copies), 1980 (10 copies), 1981 (10 copies), 1982 (10 copies). Separates in paper wraps.
A-17-24		b	SLMLA Annual Reports -1983 (10 copies), 1984 (10 copies), 1985-1986 (10 copies), 1987 (10 copies). Separates in paper wraps.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 18 CONSTITUTION AND BYLAWS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL 1846 to the present. Only one series to date: Series 1.		
A-18-1	A-18-1-1	f	Constitution and Bylaws, 1846. Original and Xerox copies.
A-18-1	A-18-1-2	f	Constitution and Bylaws, 1950 (1 copy).
A-18-1	A-18-1-3	f	Constitution and Bylaws, 1851 (7 copies).
A-18-1	A-18-1-4	f	Constitution and Bylaws, 1857 (2 copies).
A-18-1	A-18-1-5	f	Constitution and Bylaws, 1858 (4 copies).
A-18-1	A-18-1-6	f	Constitution and Bylaws, 1859 (7 copies).
A-18-1	A-18-1-7	f	Constitution and Bylaws, 1863 (2 copies).
A-18-1	A-18-1-8	f	Constitution and Bylaws, 1869 (7 copies).
A-18-1	A-18-1-9	f	Constitution and Bylaws, 1876 (5 copies).
A-18-1	A-18-1-10	f	Constitution and Bylaws, 1879 -printed 1888 (7 copies).
A-18-1	A-18-1-11	f	Constitution and Bylaws, 1890 (9 copies).
A-18-1	A-18-1-12	f	Constitution and Bylaws, 1896 (6 copies).
A-18-1	A-18-1-13	f	Constitution and Bylaws, 1899 (6 copies).
A-18-1	A-18-1-14	f	Constitution and Bylaws, 1918 (16 copies).
A-18-1	A-18-1-15	f	Constitution and Bylaws, 1925 (10 copies).
A-18-1	A-18-1-16	f	Constitution and Bylaws, 1950 (18 copies).
A-18-1	A-18-1-17	f	Constitution and amendments, 1959 (6 copies).

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 18 CONSTITUTION AND BYLAWS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-18-1	A-18-1-18	f	Constitution and amendments, 1971 (2 copies).
A-18-1	A-18-1-19	f	Constitution, 1976 and amendments from 1978 (6 copies).

RECORD GROUP 19 -PUBLISHED SPEECHES 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 19 PUBLISHED SPEECHES AND MANUSCRIPTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL Delivered at the Library. Only one series to date: Series 1.		
A-19-1	A-19-1-1	f	"Voices of History" by Truman M. Post, 1851. (2 copies).
A-19-1	A-19-1-2	f	"Lecture on the Mississippi Valley" by Josiah Dent, 1853.
A-19-1	A-19-1-3	f	Fragment of the "Narrative of the Settlement of St. Louis" by Col. Auguste Chouteau, 1858. (2 copies).
A-19-1	A-19-1-4	f	"Address to Patrons of the Institution and C the Public," 1858.
A-19-1	A-19-1-5	f	"Gateways to the Poles" by Silas Bent, 1872. (2 copies).
A-19-1	A-19-1-6	f	Manuscript of address, "Gateways to the Poles" by Silas Bent, 1869.
A-19-1	A-19-1-7	f	Addresses of Marshall S. Snow, 1887.
A-19-1	A-19-1-8	f	<u>Fragment of Col. Chouteau's Narrative of Settlements of St. Louis, 1858.</u> (Facsimile, 1989 -4 copies).
A-19-2		b	Manuscript of lecture on "Progress of the Age" by Thomas Hart Benton, 1850.
A-19-3		b	<u>Mercantile Library Association of St. Louis.</u> Commemorative Book for St. Louis Mercantile Library Association New Building, 1889. (3 copies).

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 19 PUBLISHED SPEECHES AND MANUSCRIPTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-19-4		b	Published art work (mock ups). Art work for brochures, etc., <u>St. Louis Globe-Democrat</u> morgue, newsletters from Pet, Inc., membership cards -"Pillars of the Library", Mercantile Library brochure.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 20 NEW BOOKS BULLETINS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL		
			Short reviews of the Library's new book acquisitions 1909 to the present with a location chart of issues at Mercantile Library, St. Louis Public Library or Columbia University. Only one series to date: Series 1.
A-20-1	A-20-1-1	b	<u>New Books Bulletins</u> -Chart by Robert Behra indicating volume numbers and dates with locations at Mercantile Library, St. Louis Public Library or Columbia University.
A-20-1	A-20-1-2	f	<u>Saint Louis Mercantile Library Bulletin</u> , 25-66, Jan., 1912 -June, 1916. Bound volume.
A-20-2	A-20-1-3	f	<u>Bulletin</u> , April, 1909 -November, 1917.
A-20-2	A-20-1-4	f	<u>Bulletin</u> , February, 1918 -December, 1919.
A-20-2	A-20-1-5	f	<u>Bulletin</u> , January, 1920 -December, 1923.
A-20-2	A-20-1-6	f	<u>Bulletin</u> , January, 1924 -December, 1926.
A-20-2	A-20-1-7	f	<u>Bulletin</u> , January, 1927 -December, 1929.
A-20-2	A-20-1-8	f	<u>Bulletin</u> , January, 1930 -December, 1931.
A-20-2	A-20-1-9	f	<u>Bulletin</u> , January, 1932 -May, 1939.
A-20-3	A-20-1-10	f	<u>Bulletin</u> , November, 1940 -December, 1949.
A-20-3	A-20-1-11	f	<u>Bulletin</u> , January, 1950 -December, 1951.
A-20-3	A-20-1-12	f	<u>Bulletin</u> , January, 1952 -December, 1954.
A-20-3	A-20-1-13	f	<u>Bulletin</u> , March, 1955 -December, 1957.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 20 NEW BOOKS BULLETINS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-20-3	A-20-1-14	f	<u>Bulletin</u> , January, 1958 -December, 1959.
A-20-4	A-20-1-15	f	<u>Bulletin</u> , January, 1960 -December, 1961.
A-20-4	A-20-1-16	f	<u>Bulletin</u> , January, 1962 -Summer, 1962. <u>New Books</u> , October, 1962 -March, 1964.
A-20-4	A-20-1-17	f	<u>New Books Bulletin</u> , April-May, 1964 - December, 1964.
A-20-4	A-20-1-18	f	<u>New Books Bulletin</u> , January -December, 1965.
A-20-4	A-20-1-19	f	<u>New Books Bulletin</u> , January -March, 1966.
A-20-4	A-20-1-20	f	<u>New Books</u> , April -December, 1966.
A-20-4	A-20-1-21	f	<u>New Books</u> , January -December, 1967.
A-20-4	A-20-1-22	f	<u>New Books</u> , January -December, 1968.
A-20-4	A-20-1-23	f	<u>New Books</u> , January -December, 1969.
A-20-5	A-20-1-24	f	<u>New Books</u> , January -December, 1970.
A-20-5	A-20-1-25	f	<u>New Books</u> , January -December, 1971.
A-20-5	A-20-1-26	f	<u>New Books</u> , January -Christmas, 1972.
A-20-5	A-20-1-27	f	<u>New Books</u> , January -Christmas, 1973.
A-20-5	A-20-1-28	f	<u>New Books</u> , January -December, 1974.
A-20-5	A-20-1-29	f	<u>New Books</u> , January -Christmas, 1975.
A-20-5	A-20-1-30	f	<u>New Books</u> , January -Holiday, 1976.
A-20-5	A-20-1-31	f	<u>New Books</u> , January -Christmas, 1977.
A-20-5	A-20-1-32	f	<u>New Books</u> , Late Winter -Christmas, 1978.
A-20-5	A-20-1-33	f	<u>New Books</u> , Early Spring -Christmas, 1979.
A-20-6	A-20-1-34	f	<u>New Books</u> , Early Spring -Christmas, 1980.

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RECORD GROUP 20 NEW BOOKS BULLETINS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-20-6	A-20-1-35	f	<u>New Books</u> , Early Spring -Christmas, 1981.
A-20-6	A-20-1-36	f	<u>New Books</u> , February -Christmas, 1982.
A-20-6	A-20-1-37	f	<u>New Books</u> , Early Spring -Christmas, 1983.
A-20-6	A-20-1-38	f	<u>New Books</u> , Early Spring -Christmas, 1984.
A-20-6	A-20-1-39	f	<u>New Books</u> , Winter -Christmas, 1985.
A-20-6	A-20-1-40	f	<u>New Books</u> , Late Winter -Winter, 1986.
A-20-6	A-20-1-41	f	<u>New Books</u> , Spring -Winter, 1987.
A-20-6	A-20-1-42	f	<u>New Books</u> , Spring -Winter, "\ 1988.
A-20-6	A-20-1-43	f	<u>New Books</u> , Spring -Summer, 1989.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 21 MERCANTILE LIBRARY BROCHURES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL Published to advertise the Library. Only one series to date: Series 1.		
A-21-1	A-21-1-1	f	SLMLA old book mark, post card, and brochures. (Horace Kephart, Librarian, 2 copies).
A-21-1	A-21-1-2	f	<u>SLMLA Information</u> , 1932? Brown booklet brochure.
A-21-1	A-21-1-3	f	SLMLA advertisement from <u>St. Louis Post-Dispatch</u> .
A-21-1	A-21-1-4	f	<u>SLMLA Rules -Information</u> , 1925. Small, white brochure.
A-21-1	A-21-1-5	f	<u>SLMLA Information</u> , 1945? Small, white brochure (180,000 volumes in Library).
A-21-1	A-21-1-6	f	<u>SLMLA Information</u> , (no date). Small, white brochure (190,000 volumes in Library).
A-21-1	A-21-1-7	f	<u>SLMLA Information</u> , 1951? Small, white brochure (192,000 volumes in Library).
A-21-1	A-21-1-8	f	<u>SLMLA Information</u> , between 1952 and 1960. Large, white brochure.
A-21-1	A-21-1-9	f	SLMLA bookmarks, 1950s.
A-21-1	A-21-1-10	f	SLMLA brochure. Green.
A-21-1	A-21-1-11	f	SLMLA brochure, 1983. Yellow.

Collection A
St. Louis Mercantile Library Association Archives

RECORD GROUP 21 MERCANTILE LIBRARY BROCHURES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-21-1	A-21-1-12	f	SLMLA brochure and enclosure, 1984.
A-21-1	A-21-1-13	f	SLMLA brochure, 1986.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 22 SPECIAL EVENTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL		Receptions, Christmas parties, discussion groups and trips. Only one series to date: Series 1.
A-22-1	A-22-1-1	f	Evelyn Wood rapid reading demonstration, 1962.
A-22-1	A-22-1-2	f	<u>St. Louis -The First 200 Years</u> , published by First National Bank, 1964.
A-22-1	A-22-1-3	f	Jones, Landon, Jr., reception for his book, <u>Great Expectations</u> , 1980.
A-22-1	A-22-1-4	f	Christmas party, 1980.
A-22-1	A-22-1-5	f	Victorian Society reception and film, <u>House that Mark Built</u> , (Twain) 1981.
A-22-1	A-22-1-6	f	Christmas celebration, "A Child's Christmas in Wales," reading, 1981.
A-22-1	A-22-1-7	f	Humanities Forum, 1983.
A-22-1	A-22-1-8	f	Christmas Cheer, 1984.
A-22-1	A-22-1-9	f	Christmas party, John Hartford, 1986.
A-22-1	A-22-1-10	f	Bryan, Charles, invitations and reception, 1986.
A-22-1	A-22-1-11	f	Bryan, Charles, reception and program, 1986.
A-22-1	A-22-1-12	f	Brown Bag Discussion Group, 1986.

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RECORD GROUP 22 SPECIAL EVENTS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-22-1	A-22-1-13	f	Print, Drawing and Photograph Society reception, 1987.
A-22-1	A-22-1-14	f	St. Michael's Quartet -Christmas Sing, 1987.
A-22-1	A-22-1-15	f	Christmas party, Truman Capote, "A Christmas Memory," 1987.
A-22-1	A-22-1-16	f	Christmas party, Janet Kiefer, storyteller, 1988.
A-22-1	A-22-1-17	f	River cruise, Str. <u>Julia Belle Swain</u> , 1987.

RECORD GROUP 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.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 23 EXHIBITIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	EXHIBITION CATALOGUES Art -1859-1876, coins and medals -1896		
A-23-1	A-23-1-1	f	<u>Guide to Sculpture, Paintings. etc.</u> , 1859.
A-23-1	A-23-1-2	f	<u>Exhibition of Paintings</u> , October, 1871.
A-23-1	A-23-1-3	f	<u>Exhibition of paintings</u> , November and December, 1872.
A-23-1	A-23-1-4	f	<u>A Guide to the Sculpture. Paintings, Coins and Other Objects of Art</u> , 1862 and <u>Guide to the Works of Art</u> , 1871.
A-23-1	A-23-1-5	f	<u>Catalogue of Paintings Lent for Exhibition</u> , 1876.
A-23-1	A-23-1-6	f	<u>Catalogue of Coins and Medals</u> , sold at auction, April 30, 1896.
SERIES 2	EXHIBITIONS Books and art 1962 to the present		
A-23-2	A-23-2-1	f	Photographs of St. Louis, 1962.
A-23-2	A-23-2-2	f	Bicentennial Exhibition of Mercantile Library Treasures, 1964.
A-23-2	A-23-2-3	f	Architectural Heritage of St. Louis, 1982.
A-23-2	A-23-2-4	f	Campbell's West -co-sponsored by Jefferson National Expansion Memorial, 1987.
A-23-2	A-23-2-5	f	Young, Nathan B., paintings, 1987. A-23-2 A-23-2-6 f Agricultural publications, 1987.

Collection A
 St. Louis Mercantile Library Association Archives

RECORD GROUP 23 EXHIBITIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-23-2	A-23-2-7	f	Magna Carta -co-sponsored with Missouri Historical Society, 1988.
A-23-2	A-23-2-8	f	<u>Rare and Beautiful</u> -ornithological exhibition, 1988.
A-23-2	A-23-2-9	f	<u>Seed for Thought</u> , 1988.
A-23-3	A-23-2-10	f	<u>Adventures and Sufferings: The American American Indian Captivity Narrative Through The Centuries</u> , 1988.
A-23-3	A-23-2-11	f	<u>St. Louis Readers and China</u> , 1989.
A-23-3	A-23-2-12	f	<u>The Early Histories of St. Louis: The Fragment of Auguste Chouteau's Narrative of the Settlement of St. Louis and Its Analogues</u> , 1989.
A-23-3	A-23-2-13	f	<u>Books and Banks</u> (at the Federal Reserve Bank), 1989.
SERIES 3	LABELS AND POSTERS		
A-23-4		b	Robert Campbells's West, 1986-1987. Exhibition labels.
A-23-5		b	American Harvest, Summer, 1987. Exhibition labels.
A-23-5		b	Rare and Beautiful, April-May, 1988. Exhibition labels.
A-23-5		b	Miscellaneous. Exhibition labels.
A-23-6		b	Howard Fogg Exhibit, 1987. Posters.
A-23-7		b	Seed for Thought, 1988. ~ Exhibition labels.

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RECORD GROUP 23 EXHIBITIONS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-23-8		b	The Early Histories of St. Louis, 1989. Exhibition Labels.
A-23-9		b	Books and Banks, 1989. Exhibition labels.
A-23-10		b	Adventures and Sufferings, 1988. Exhibition labels.
A-23-11		b	Miscellaneous. Posters and mounted pictures.
A-23-12		b	Campbell's West, 1987. Posters.

RECORD GROUP 24 -PROGRAMS AND LECTURES

Record Group 24 contains materials pertaining to the lectures and programs 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.

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RECORD GROUP 24 PROGRAMS AND LECTURES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	PROGRAMS AND LECTURES		
	Large scrapbook of broadsides for St. Louis cultural events, Mercantile Hall included, and material related to lectures, not part of the Lecture Series		
A-24-1		b	Broadsides for cultural events in St. Louis, many at St. Louis Mercantile Library Hall, ca. 1860s-1880s. Large scrapbook.
A-24-2	A-24-1-1	f	Programs, 1860s.
A-24-2	A-24-1-2	f	Programs, 1870s.
A-24-2	A-24-1-3	f	Beecher, Henry Ward, 1873.
A-24-2	A-24-1-4	f	Programs, 1880s and no date.
A-24-2	A-24-1-5	f	"Emerson in St. Louis" by Brad Luckingham, 1963.
A-24-2	A-24-1-6	f	Annual Meeting, Hoover, John N., "The Forgotten Legacy of William K. Bixby," 1988.
A-24-2	A-24-1-7	f	Annual Meeting, American Antiquarian Society, McCorison, Mark, 1989.
A-24-2	A-24-1-8	f	Murtaugh, William J., Preservation.
A-24-2	A-24-1-9	f	Jefferson, Thomas, speech, co-sponsored by Missouri Humanities Council, 1989.
A-24-2	A-24-1-10	f	Weil, Tom, "Roaming the Heartland and Beyond," 1989.
A-24-2	A-24-1-11	f	Brown Bag Luncheons, 1986.

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RECORD GROUP 24 PROGRAMS AND LECTURES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 2	LUNCH AND LECTURES		
	Correspondence, announcements, reservation lists, 1983 to the present		
A-24-3	A-24-2-1	f	List of speakers and dates.
A-24-3	A-24-2-2	f	Budget, 1983.
A-24-3	A-24-2-3	f	Correspondence, 1983-1984.
A-24-3	A-24-2-4	f	Correspondence, 1984-1985.
A-24-3	A-24-2-5	f	Budget, 1985-1988.
A-24-3	A-24-2-6	f	Goodman, Stanley J., February 2, 1983.
A-24-3	A-24-2-7	f	Carroll, Captain William, March 2, 1983.
A-24-3	A-24-2-8	f	Voelker, William, April 6, 1983.
A-24-3	A-24-2-9	f	Darnall, Margaretta, May 4, 1983.
A-24-3	A-24-2-10	f	Kelley, William N., June 1, 1983.
A-24-3	A-24-2-11	f	Hunter, Julius K., January 4, 1984.
A-24-3	A-24-2-12	f	Laidlaw, Donna, March 7, 1984; Newman, Eric P., April 4, 1984; and Carroll, Capt. William, May 2, 1984.
A-24-3	A-24-2-13	f	Foster, Anne S., September 5, 1984; Foley, Prof. William E., October 3, 1984; and Stadler, Ernst A., November 7, 1984.
A-24-3	A-24-2-14	f	Ferris, Ruth, December 5, 1984.
A-24-3	A-24-2-15	f	Dilliard, Irving, January 2, 1985.
A-24-3	A-24-2-16	f	McMullen, Charles J., February 6, 1985.

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RECORD GROUP 24 PROGRAMS AND LECTURES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-24-3	A-24-2-17	f	Shrader, Dorothy Heckmann, March 6, 1985.
A-24-3	A-24-2-18	f	Crowley, J. Donald, April 3, 1985.
A-24-3	A-24-2-19	f	Faherty, William Barnaby, S.J., May 1, 1985.
A-24-3	A-24-2-20	f	Officer, Mayor Carl, June 5, 1985.
A-24-3	A-24-2-21	f	Viets, Elaine, August 7, 1985.
A-24-3	A-24-2-22	f	Primm, James Neal, September 4, 1985.
A-24-3	A-24-2-23	f	Franzwa, Gregory M., October 2, 1985.
A-24-3	A-24-2-24	f	Jenkins, John, November 6, 1985.
A-24-3	A-24-2-25	f	Baer, Howard I., December 4, 1985.
A-24-4	A-24-2-26	f	Hunter, Julius, January 8, 1986.
A-24-4	A-24-2-27	f	Coyle, Elinore Martineau, February 5, 1986.
A-24-4	A-24-2-28	f	Scott, James Godwin, March 5, 1986.
A-24-4	A-24-2-29	f	Carroll, Captain William, April 2, 1986. A-24-4 A-24-2-30 f Crowley, Donald, May 7, 1986.
A-24-4	A-24-2-31	f	Henry, Nadezhda, June 4, 1986.
A-24-4	A-24-2-32	f	Young, Andrew D., July 2, 1986. A-24-4 A-24-2-33 f Morris, Ann, August 6, 1986.
A-24-4	A-24-2-34	f	Horstman, Ronald L., September 3, 1986. A-24-4 A-24-2-35 f McCall, Edith, October 1, 1986.
A-24-4	A-24-2-36	f	Sattelmeyer, Robert, November 5, 1986.

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RECORD GROUP 24 PROGRAMS AND LECTURES

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-24-4	A-24-2-37	f	Belanger, Terry, December 3, 1986.
A-24-5	A-24-2-38	f	Bryan, Dr. Charles F. Jr., January 7, 1987.
A-24-5	A-24-2-39	f	Nikirk, Robert, February 4, 1987.
A-24-5	A-24-2-40	f	Burnett, Betty, March 4, 1987.
A-24-5	A-24-2-41	f	Stadler, Frances, April 1, 1987.
A-24-5	A-24-2-42	f	Lofaro, Michael, May 6, 1987.
A-24-5	A-24-2-43	f	Grant, Samuel, June 3, 1987.
A-24-5	A-24-2-44	f	Abel, Benjamin, July 1, 1987.
A-24-5	A-24-2-45	f	Henry, William, August 5, 1987.
A-24-5	A-24-2-46	f	James, Jon, September 2, 1987.
A-24-5	A-24-2-47	f	Symington, Stuart, Jr., October 7, 1987.
A-24-5	A-24-2-48	f	Ross-Barnett, Marguerite, November 4, 1987.
A-24-5	A-24-2-49	f	St. Michael's Quartet, December 2, 1987.
A-24-6	A-24-2-50	f	Cassens, David E., January 6, 1988.
A-24-6	A-24-2-51	f	Virgil, Dr. Robert, February 3, 1988.
A-24-6	A-24-2-52	f	Adams, Ms. Patricia, March 2, 1988. A-246
A-24-2-53		f	Hoyem, Andrew, April 6, 1988.
A-24-6	A-24-2-54	f	Guenther, Dr. Paul, May 4, 1988.
A-24-6	A-24-2-55	f	Tabscott, Rev. Robert W., June 1, 1988.
A-24-6	A-24-2-56	f	Towey, Dr. Martin, July 6, 1988.

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-24-6	A-24-2-57	f	Maltby, Dr. William, August 3, 1988.
A-24-6	A-24-2-58	f	Eagleton, Thomas F., September 7, 1988.
A-24-6	A-24-2-59	f	Hunter, Julius, October 5, 1988.
A-24-6	A-24-2-60	f	Hoover, John Neal, November 2, 1988.
A-24-6	A-24-2-61	f	Utley, Dr. Jonathan, December 7, 1988.
A-24-6	A-24-2-62	f	Cedeck, Mark J., January 4, 1989.
A-24-6	A-24-2-63	f	Gallaher, Dr. John G., February 1, 1989.
A-24-6	A-24-2-64	f	Brooks, Dr. Jerrold Lee, March 1, 1989.
A-24-6	A-24-2-65	f	Kimball, Dr. Stanley B., April 5, 1989.
SERIES 3	LUNCH AND LECTURE POSTERS		
A-24-7		b	Posters, 1983-1985.
A-24-8		b	Posters, 1985-1986.
A-24-9		b	Posters, 1986-1988.
A-24-10		b	Posters, 1988-1989.

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.

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RECORD GROUP 25 NEWSLETTERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL		Published quarterly since 1984. Only one series to date: Series 1.
A-25-1	A-25-1-1	f	No.1, Winter, 1984 (10 copies).
A-25-1	A-25-1-2	f	No.2, Spring, 1984 (10 copies).
A-25-1	A-25-1-3	f	No.2, (repeated number) Summer, 1984 (10 copies).
A-25-1	A-25-1-4	f	No.4, Winter, 1984 (10 copies).
A-25-1	A-25-1-5	f	No.5, Spring, 1985 (10 copies).
A-25-1	A-25-1-6	f	No.6, Summer, 1985 (10 copies).
A-25-1	A-25-1-7	f	No.7, Winter, 1985 (10 copies).
A-25-1	A-25-1-8	f	No.8, Spring, 1986 (10 copies).
A-25-2	A-25-1-9	f	<u>News of Note</u> , Vol. I, No.1, (new series) September, 1986 (10 copies).
A-25-2	A-25-1-10	f	<u>News of Note</u> , Vol. I, No.2, December, 1986 (10 copies).
A-25-2	A-25-1-11	f	<u>News of Note</u> , Vol. I, No.3, Spring, 1987 (10 copies).
A-25-2	A-25-1-12	f	<u>News of Note</u> , Summer, 1987 (10 copies).
A-25-2	A-25-1-13	f	<u>News of Note</u> , Vol. 2, No.1, Fall, 1987 (10 copies).
A-25-2	A-25-1-14	f	<u>News of Note</u> , Vol. 2, No.3, Spring, 1988 (10 copies).
A-25-2	A-25-1-15	f	<u>News of Note</u> , Vol. 2, No.4, Summer, 1988 (4 copies).

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RECORD GROUP 25 NEWSLETTERS

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-25-3	A-25-1-16	f	<u>Mercantile Associations</u> , Vol. I, No.1, Fall, 1988 (4 copies).
A-25-3	A-25-1-17	f	<u>Mercantile Associations</u> , Vol. I, No.2, Winter, 1989 (10 copies).
25-3			

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.

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RECORD GROUP 26 PUBLISHED USE

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
SERIES 1	GENERAL MATERIAL		Copies of books, pamphlets, magazines and newspapers which give credit to SLMLA as a research resource. Only one series to date: Series 1.
A-26-1	A-26-1-1	f	<u>Great Rivers in Missouri Life.</u> St. Louis: St. Louis Community College at Meramec, 1987. (6 copies). Project of Middle School, Magnet School of St. Louis.
A-26-1	A-26-1-2	f	<u>The Civil and Municipal Courts Restoration Project.</u> The Bar Association of Metropolitan St. Louis, 1987.
A-26-1	A-26-1-3	f	<u>Assemblies of God Heritaae.</u> Springfield, Mo., Winter, 1987-1988. (credit photos pp. 7, 9). Magazine.
A-26-1	A-26-1-4	f	<u>Parameters in Health Care.</u> St. Louis: St. Louis University Medical Center, Vols. 12-13, 1988. (credit photos, pp. 8, 24, 25). Magazine.
A-26-1	A-26-1-5	f	Rash, Nancy R. "George Caleb Bingham's Lighter Relieving a Steamboat Aground". <u>Smithsonian Studies in American Art.</u> Washington, D. C.: Smithsonian Institution, Spring, 1988. (p. 24).
A-26-2	A-26-1-6	f	Utley, George B. <u>The Librarian's Conference of 1853.</u> Chicago: American Library Association, 1951. (mentioned pp. 17, 22, 127) .
A-26-2	A-26-1-7	f	Kane, Harnett T. <u>The Southern Christmas ~.</u> New York: David McCoy Company, Inc., 1958. (Acknowledgment p. 323).

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BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
A-26-2	A-26-1-8	f	Ranz, Jim. <u>The Printed Book Catalogue in American Libraries.</u> Chicago: American Library Association, 1964. (mentioned p. 76).
A-26-2	A-26-1-9	f	<u>St. Louis -A Look Back.</u> St. Louis: Missouri Historical Society, 1964.
A-26-2	A-26-1-10	f	<u>George Caleb Bingham, 1811-1879.</u> National Collection of Fine Arts. Washington D. C.: Smithsonian Institution, 1968.
A-26-2	A-26-1-11	f	<u>Dierbergs -132nd Anniversary.</u> 1986. (photo credit). Newspaper.
A-26-2	A-26-1-12	f	Gibbons, Boyd. "Oregon Trail". <u>National Geographic.</u> August, 1986. (photo credits pp. 154-155).
A-26-3	A-26-1-13	f	Twain, Mark. <u>The Grangerford-Shepherdson Fued..</u> University of California: The Friends of the Bancroft Library, 1985.
A-26-3	A-26-1-14	f	Loughlin, Caroline and Anderson, Catherine. <u>Forest Park.</u> University of Missouri Press: The Junior League of St. Louis, 1986.
A-26-3	A-26-1-15	f	Baldwin, Carl R. <u>Captains of Wilderness.</u> Tiger Rose Publishing, 1986.
A-26-3	A-26-1-16	f	Branch, Edgar M. "Mark Twain's Steamboats." <u>Mark Twain Journal,</u> Vol. 24, No.2, Fall, 1986.
A-26-3	A-26-1-17	f	<u>The New York Times Magazine,</u> September 13, 1987. (photo credit, p. 102).
A-26-3	A-26-1-18	f	Viola, Herman J. <u>Exploring~ the West.</u> / Washington D. C.: Smithsonian Books, 1987.

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RECORD GROUP 26 PUBLISHED USE

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
		i	Shelved book: Pittman, Philip. <u>Captain Philip Pittman's Settlements on the Mississippi</u> . Memphis State University Press, 1977. Book facsimile edition with introduction and notes by John Francis McDermott. (mentioned Acknowledgment and Preface).
		i	Shelved book: McDermott, John Francis, ed. <u>The Early Histories of St. Louis</u> . St. Louis Historical Documents Foundation, 1952. (Acknowledgment, Preface; mentioned pp. 46, 76 and photos pps. 77, 82, 83).
		i	Shelved book: Kennerly, William Clark. (\ <u>Persimmon Hill, A Narrative of Old St. :- Louis and the Far West</u> . Norman: University of Oklahoma Press, 1948. (mentioned p. 182 and Acknowledgment p. 260). As told to Elizabeth Russell.
		i	Shelved book: McDermott, John Francis, ed. <u>The French in the Mississippi Valley</u> . Urbana: University of Illinois Press, 1965. (footnote p. 59).
		i	Shelved book: McDermott, John Francis, ed. <u>The Western Journals of Washington Irving-</u> . Norman: University of Oklahoma Press, 1944. (Acknowledgment and Preface).
		i	Shelved book: Irving, Washington. <u>A Tour on the Prairies</u> . Norman: University of Oklahoma Press, 1956. (Acknowledgment and Preface). Edited with an introductory essay by John Francis McDermott.

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RECORD GROUP 26 PUBLISHED USE

BOX	FOLDER, ITEM OR DOCUMENT NUMBER	REC LVL	FOLDER/ITEM/DOCUMENT TITLE, DESCRIPTION AND NOTES
		i	Shelved book: Pattison, Mrs. Everett W., ed. <u>Handbook of Art in Our Own Country.</u> " Troy: General Federation of Women's Clubs, 1911. (2nd Edition) (mentioned p.
		i	Shelved book: Morris, Ann. <u>An Inventory of the Federal Barque Lines Collection.</u> St. Louis: St. Louis Mercantile Library Association, 1988.
		i	Shelved book: Morris, Ann. <u>A Guide to the Research Collection of The Waterways Journal.</u> St. Louis: St. Louis Mercantile Library Association, 1989.