

**Roanoke Public Libraries
Virginia Room
Manuscript Collections Finding Aids
Finding Aid for the Kiwanis Club of Roanoke Records, 1920-2011**

Descriptive Summary:

Repository: Roanoke Public Libraries, Virginia Room

Accession number: 2009.6.4

Title: The Kiwanis Club of Roanoke Records

Physical Characteristics: 9 boxes, 1 oversize folder

Donated by: J. Brooks and Lloyd N. Enoch of the Kiwanis Club of Roanoke, Inc. in March 2009. Additional records from 2010 added in 2011.

Arrangement: The collection is arranged by types of records that the Club creates. Boxes 1-6 are arranged by record type, and chronologically within the type. They contain most of the core Club records, such as minutes, annual reports, member rosters, and newsletters. Boxes 7 and 8 contain oversize materials. One oversize folder, stored separately, houses a map of Camp Kiwanianna. Box 9 contains a mix of materials that were received at a later date. The contents of Box 9 are listed by record type with the rest of the records.

Creator: The Kiwanis Club of Roanoke

Reproduction restrictions: No known restrictions on publication. Virginia Room copy fees apply.

Processor: Amy S. Vilelle, September 2009, updated September 2011

Historical Background

The first Kiwanis Club was formed in 1915 by businessmen in Detroit as a business and service organization. The Capital Kiwanis District was organized in August 1918. The Kiwanis Club of Roanoke was formed in November 1919 and got its charter with the Capital Kiwanis District in January 1920. Mayor Charles S. McNulty was the first president of the Club, presiding over 118 charter members. Membership remained over 100 men for many years, and by the early 1950s it surpassed 200 members. The club members met weekly at the Masonic Lodge the first few years, then met at the Patrick Henry Hotel for most of the next six decades. Around 1922, the club established *The Kiwanis News*, a weekly newsletter for the Roanoke Club, to keep club members informed about activities and events. The Club also sponsored an annual Ladies Night for spouses, membership being limited to men. In 1986, the Kiwanis Club International voted to allow women to become members. Women promptly joined the Roanoke Club. The Kiwanis Club of Roanoke is still an active club and continues to meet weekly.

The Club is composed of community leaders and businessmen who raise funds to donate to Roanoke area charities and needy residents, especially children. Around 1920, the Club paid off the mortgage on the property of the recently formed Children's Home Society for orphans. They sent underprivileged boys to camps every summer. In 1940, the Club purchased land in Montgomery County to use as a girls' summer camp, which was later named Camp Kiwanianna. The camp property was sold in 1977 after interest in summer camps waned. The Kiwanis Foundation of Roanoke was founded in 1955, dedicated to the "improvement of boys and girls." The Club also provides college scholarship funds, an important focus of the Club. Around 1960, the Club screened Travelogue movies about foreign places as a fundraiser. This drew large crowds for the next 20 years or so and raised lots of money. Their annual pancake breakfast is also a well-attended fundraiser. The Club also contributes funds to improvement projects that benefit the whole city, such roads, theaters, hearing tests for school children, and clinics.

Scope and Content

The Kiwanis Club of Roanoke records are divided into four sections, some of which are subdivided by record type. There are some gaps in the record, but overall the records are fairly complete.

The first section, Club Records, contains meeting minutes and annual reports, along with *The Kiwanis News* weekly newsletter. These records provide an excellent and detailed record of the club's activities. There is also a nearly complete set of annual membership rosters, three of which have photos of the members, as well as notes and correspondence from one Club president.

The second section, Committee Records, contains committee notes for some of the standing committees. This section is mostly more recent records, and mostly contains selection notes from the Scholarship Committee in the 1980s and 90s.

The third section, Historical Information and General Roanoke Club Records, contains information about the Club's history. There are maps, brochures, correspondence and deeds for Camp Kiwanianna, a summer camp for girls run by the Club from the 1940s to the 1960s. There are also general records, including newspaper clippings about members in the 1970s and assorted event programs, and photographs of Club events (often unidentified.)

The fourth and last section, District and International Records, contains some material about the Kiwanis Club International and activities as part of the Capital District. There are Capital District convention programs (some of the conventions were hosted in Roanoke), and a history of the District in the 1920s. There are also ribbons and patches from conventions.

DATES LISTED IN PARENTHESES ARE NOT COMPLETE.

THE DATES SHOW THE OLDEST AND NEWEST RECORDS IN THAT SECTION.

Arrangement

The Kiwanis Club of Roanoke records are divided into four sections, some of which are subdivided by the kind of records in them. The sections contain smaller groupings of like records, such as annual reports and newsletters in the Club Records section. Within each smaller grouping, the records are in chronological order.

SERIES I – CLUB RECORDS

By-Laws, 1925-1996 (Box 1, Box 9)

1925, 1937, 1953 (B1, f1)

1983, 1996 (B1, f2)

no date (B9, f1)

Official Annual Achievement Reports and Monthly Reports, 1934-1995 (Box 1)

Includes some committee info

Achievement Reports and Official Monthly Reports, 1934-1949 (B1, f3 - f11)

Official Monthly Reports

1951-1957 (B1, f12 - 14)

1976-1979 (B1, f15)

1980-1983 (B1, f16)

1994-1995 (B1, f17)

Official Meeting Minutes, 1935-1990 (Boxes 1-2)

Includes some agendas, financial statements, correspondence

1935-1957 (B1, f18 - f29)

1966-1988 (B1, f30 – f40)

1989-1990 (B2, f1)

1994-1995 (B2, f2)

Visitor Sign-In Sheets, 1994-1995 (B2, f3)

Financial Records, 1991-1995 (Box 2, Box 7)

Travelogue Ticket Sales and Income, 1970-1976, 1991-1993 (B9, f2)

Travelogue Corporate Sponsors, 1988-1991 (B9, f3)

Financial ledger pages, 1991-1993 (Box 7)

Financial/Administrative Reports, 1970-2001 (B2, f4)

Budget, 2005-2008 (B2, f4.5)

Paid Invoices, 1994-1995

Administrative Budget (B2, f5)

Community Service Budget (B2, f6)

Hotel (B2, f7)

Ledger, 1983-1990 (Oversized, stored flat with B7 and B8)

Ledger, Receipts and Disbursements, 1931-1935 (Oversized, stored flat with B7 and B8)

Ledger, Receipts and Disbursements, 1939-1942 (Oversized, stored flat with B7 and B8)

Annual Report of Club Elections, 1922-1938 (Box 2, f8)

Membership Reports, Procedures, and Applications, 1922-1991 (Box 2)

Membership Proposal Forms, Kiwanis Brochures (B2, f9)

Membership Acceptance Form Letter (B9, f4)

New Member Procedures, 1981-1990 (B2, f10)

New Member Information Guidebook, 1994-1995 (B2, f16)

New Member Information Guidebook, 1995-1996 (B2, f17)
Official Membership Reports and Lists, 1922-1938 (B2, f11 – f14)
Handwritten Membership List, 1965-1990 (B2, f15)
Semi-annual Club Membership Statements for Dues and Magazine Subscriptions, 1979-1983 (B2, f18)
Membership Application Information Blanks, 1985-1991 (B2, f19– f24)

Member Rosters, 1920-2001 (Box 2, Box 6)

Membership Roster photos cut from roster, ca. 1979 (B2, f25)

Membership Rosters (Box 6)

1920, 1926 1930-1942, 1944, 1948, 1952-1956, 1958-2001

(w/ photos – March 1972, February 1979, 1986, June 1989, December 1991, 1997)

2004-2005, 2006-2011

“Kiwanis News” Weekly Newsletter, 1950-1998 (Boxes 2-3-4)

By Year, 1950-1990

1950-1955 (B2, f26 – f31)

1960-1963 (B2, f32 - f35)

1970 (B3, f1)

1973-1990 (B3, f2 – f19)

By Presidential Term, 1985-2003

Bob Bersch, 1985-1986 (B3, f20)

Mike Kingery, 1986-1987 (B3, f21)

Gary Duerk, 1987-1988 (B3, f22)

Jack Wimmer, 1988-1989 (B3, f23)

Mike Quinn, 1989-1990 (B3, f24)

Harry Nickens, 1990-1991 (B3, f25)

J. Lee Osborne, 1991-1992 (B3, f26)

William F. Clark, 1992-1993 (B3, f27)

Jackie Bledsoe, 1993-1994 (B3, f28)

Steve McGraw, 1994-1995 (B3, f29)

Robert Brailsford, 1995-1996 (B3, f30)

Vern Danielson, 1996-1997 (B3, f31)

Mary Poletti, 1997-1998 (B3, f32)

Don Wilson, 1998-1999 (B4, f1)

Tom Miller, 1999-2000 (B4 f2)

Jim Bowen, 2000-2001 (B4, f3)

Tom Kopitzke, 2001-2002 (B4, f4)

Rupert Culter, 2002-2003 (B4, f5)

President’s Records, 1960-1992 (Box 4)

Jack Wimmer

Awards, 1960-1990 (B4, f6)

Kiwanis International Conference, 1987 (B4, f7)
Club President's Guide Book, 1988-1989 (B4, f8)
Correspondence and Committee Reports, 1988-1989 (B4, f9)
Meeting Agendas, 1988-1989 (B4, f10)
Correspondence about Kiwanis Annual Capital District Convention in Roanoke,
1989 (B4, f11)
Correspondence, 1989-1994 (B4, f12)

SERIES II – COMMITTEE RECORDS

Committee Records, 1924-1993 (Box 4)

General

Committee Chairmen Lists, 1924-1938 (B4, f13)
Committee Chairmen List, 1983-1984 (B9, f5)
Manual of Committee Responsibilities, ca. 1982 (B9, f6)
Manual of Committee Responsibilities, 1984 (B4, f14)
Committee Information, 1996-1997 (B4, f15)

Scholarship Committee

Walters Memorial Fund, 1978 (B4, f16)
Virginia Western Community College, 1982 (B4, f17)
Kiwanis Nomination for NACVE Award, 1984 (B4, f18)
List of Scholarship Recipients, 1979-1992 (B4, f19)
Scholarship Committee Records, 1984-1998 (B4, f20 – f36)
Photograph – Scholarship Winners, 1962 (B4, f37)

Sponsored Youth Committee, 1989-2003 (B4, f38)

Music Committee, ca. 1991 (B4, f39)

Kiwanis Sheet Music (B4, f40)
“Kiwanis” Song Sheet Music (B9, f7)

Archives Committee, 1993 (B4, f41)

Assistance to Aging Committee, Photos of an event, ca. 2006 (B9, f8)

Spiritual Aims Committee, Invocations (B9, f9)

Builders' Club Ephemera, 1999-2006 (B9, f10)

75th Anniversary Committee

Planning and Research, 1989-1990 (B4, f42)
Minutes and Club History, 1989 (B4, f43)
Article in “Neighbors” newspaper, 1995 (B4, f44)
Proclamation Given by the City of Roanoke and Roanoke County, January 1995
(B4, f45)

90th Anniversary Committee

Checklists, Slideshows (B9, f11)
Official Souvenir Program, 2010 (B9, f12)

SERIES III – HISTORICAL INFORMATION AND GENERAL ROANOKE CLUB RECORDS

General Club Info, 1956-2001 (Box 4)

- Kiwanians of Roanoke History (up to 1982) by Horace Hood (B4, f46)
- Brochures about the Kiwanis Club of Roanoke (B9, f13)
- Kiwanis Foundation of Roanoke brochure, with photos of kids at camps, 1956 (B4, f47)
- Awards given to Kiwanis Club, 1984-2001 (B4, f48)
- Resolution by City Council of Roanoke Commending the Kiwanis Club of Roanoke for 90 Years of Service, 2010 (Box 7)

Camp Kiwanianna, 1940-1978 (Box 4)

- Correspondence, 1940-1954 (B4, f49)
- Camp brochures, ca. 1942, 1949 (B4, f50)
- Printed materials, photocopies (B9, f14)
- Deeds for camp, 1946, 1950, 1951 (B4, f51)
- Photos and negatives of camp buildings, 1954 (B4, f52)
- Photo of Campers Party, December 1952 (B4, f53)
- Plat map for Roanoke Girls Camp, Inc. in Montgomery County, Virginia, 1955 (oversize folder, DA 2.0(T))
- Camp property evaluation for Rutherford Insurance Agency (with photos), 1957 (B4, f54)
- Proclamation Thanking Dr. Clark H. Hagenbuch, 1959 (B7)
- “The Camp Kiwanianna Property: The Past...And...The Future,” ca. 1978 (B4, f55)

General Club Records and Photos, 1930-1995 (Box 4, Box 7)

- Blank Letterhead, ca. 1989 (B4, f56)
- Records (newspaper clippings and photos), 1919-1968 (B9, f15)
- Records, 1930-1950 (B4, f58)
- Kiwanis Club, Roanoke, Virginia, group photo, ca. 1940 (B7)
- Records, 1951-1970 (B4, f60)
- Events and meetings, photos, ca. 1960 (B4, f61)
- Records, 1971-1980 (B4, f62)
- Newspaper clippings, 1972-1995 (B4, f64)
- News items, 1977-1978 (B5, f1)
- Belly dance event, photo, 1978 (B5, f2)
- Records, 1981-2000 (B5, f3)
- Records, 1980-1983 (B9, f16)
- Special Olympics, slide photos, 1983 (B5, f4)
- Unidentified events, photos, 1988 (B5, f5)
- Events, photos, 1989 (B5, f6)
- Meeting and budget information, 1990-1991 (B5, f7)
- Unidentified event, photos, ca. 1990 (B5, f8)
- Event with Garrison Keillor, photos, ca. 1990 (B5, f12)
- Events, photos, 1991-1995 (B5, f9)

Photos – Our Lady of the Valley Red, White, and Blue Dance, July 2002 (B4, f63)
Picnic at Alta Mons, July 1995 (B5, f10)
Records, 1995-1996 (B9, f17)
Records, 2000-2010 (B9, f18)
Unidentified event at Patrick Henry Hotel (B5, f11)
General Correspondence, various dates (B4, f57)
Programs, various years (B4, f59)
Pancakes by Kiwanis, 1995-2000 (B5, f13)
Pancakes by Kiwanis, 2002 (B5, f14)
Proclamation Given by City of Roanoke for Skip a Meal for the World's Children Week, 1999 (Box 7)
Proclamation Given by the City of Roanoke for Kiwanis Day, 2000 (Box 7)
Certificate of Recognition for 80th Anniversary, 2000 (Box 7)
Proclamation Given by the City of Roanoke for Leadership and Community Service, 2009 (Box 7)

Kiwanis hand mirror (Box 6)

Kiwanis Club brass and wood plaque from Charter Member Dr. M. S. Jenkins (Box 8)

Videotape – Young Heroes 2000, Blue Ridge Public Broadcasting (Box 7)

DVD, Goodwill Industries of the Roanoke Valley Christmas Party, 2008 (Box 7)

DVD, WDBJ7 Commercial for KPAD (Box 7)

Kiwanis 12-inch Ruler (Box 7)

Kiwanis Club of Roanoke 90th Anniversary Clock (Box 7)

Kiwanis Club Metal Seal (Box 7)

SERIES IV – DISTRICT AND INTERNATIONAL RECORDS

General Kiwanis Club (Box 5)

Book – *The Men Who Wear the K, The Story of Kiwanis*, by L.A. “Larry” Hapgood, 1981 (B5, f15)

Event Programs from Other Clubs, 1987-1992 (B5, f16)

Kiwanis International Brochures (B9, f19)

Kiwanis International Magazine (B9, f20)

Capital District and International Convention Info, 1930-1990 (Box 5, Box 7)

Book – *History of the Capital Kiwanis District and Its Constituent Clubs, February 1917 to December 31, 1923*, by Harry G. Kimball (B5, f17)

Book – *History of the Capital Kiwanis District and Its Constituent Clubs, Volume Three, From January 1st, 1927 to December 31st, 1929*, by Harry G. Kimball (B5, f18)

Book – *History of the Capital Kiwanis District and Its Constituents Clubs, Volume Four From January 1st, 1930 to December 31st, 1937*, by Henry A. Converse (B5, f19)

Book – *History of the Capital Kiwanis District and Its Constituents Clubs, Volume Five, From January 1st, 1938 to December 31st, 1943*, by Henry A. Converse (B5, f20)

Book – *History of the Capital Kiwanis District and Its Constituents Clubs, Volume Six, From January 1st, 1944 to December 31st, 1950*, by Henry A. Converse (B5, f21)

Book - *History of the Capital Kiwanis District and Its Constituents Clubs, Volume Seven, From January 1st, 1951 to December 31st, 1955*, by Miles F. Reifsnnyder (B5, f22)

Capital District Bulletin newsletter, 1977-1978 (B5, f23)
Capital Builder Newsletter, 2001-2003 (B5, f24)
Capital District Directory, 1988-1990 (B5, f25)
Kiwanis Capital District Convention, Roanoke, VA, group photo, 1926 (Box 7)
Kiwanis Capital District Annual Convention Programs (held in Roanoke), 1971-1989 (B5, f26)
Kiwanis Capital District Convention and Conference Programs, 1986-1989 (B5, f27)
Annual Kiwanis International Convention, 1987 (B5, f28)
Convention ribbons and patches, 1922-1990 (Box 5)
 Convention pins with ribbons, 1922, 1930 (B5, f29)
 Convention ribbons and patches, ca. 1979-1990 (Box 5, f30)
Bob Bersch, Governor-Elect Campaign, 2002 (B5, f31)
Capital District General Correspondence, 1978 (B5, f32)