

**Roanoke Public Libraries  
Virginia Room  
Greater Raleigh Court Civic League Records**

**Collection Description:** The Greater Raleigh Court Civic League Records document a neighborhood organization formed in 1978 to protect and further the interests of residents in eight neighborhoods in Roanoke, Virginia. The records mainly consist of minutes, project files, correspondence, and newsletters, and include some photographs, maps, and city publications.

**Repository:** Roanoke Public Libraries, Virginia Room

**Title:** Greater Raleigh Court Civic League Records

**Physical Characteristics:** 5 boxes: 3 record storage cartons, 1 document case, 1 oversized box

**Arrangement:** Documents are arranged in seven sections: 1) By-Laws and Guidelines, 2) Executive Binders, 3) Meetings, Finances, and General Correspondence, 4) Specific Topics and Correspondence, 5) Publications about Raleigh Court and Other Organizations, 6) Newsletters and Newspaper Clippings, and 7) Photographs and Other Images. Within each section, documents are arranged chronologically

**Creator:** Greater Raleigh Court Civic League

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

**Processor:** Amy S. Vilelle, November 2015. Accruals are expected.

**Introduction:**

The Greater Raleigh Court Civic League Records (now Raleigh Court Neighborhood Association) document the neighborhood organization formed in 1978 to protect and further the interests of residents in eight neighborhoods in Roanoke, Virginia. The records mainly consist of minutes, project files, correspondence, and newsletters, and include some photographs, maps, and city publications from the group's formation to the present.

**Biographical Note:**

The Greater Raleigh Court Civic League was formed by Roanoke citizens concerned about zoning changes in 1978. Led by Kitty Roche and Anne Glenn, neighbors banded together to preserve the character of the area and the welfare of its residents. Growing to encompass the Greater Raleigh Court area (the Raleigh Court, Center Hill, Ghent, Lakewood, Lee-Hy Court, Rosalind Hills, Virginia Heights, and Westhampton neighborhoods), the organization has led initiatives to beautify the area and reduce crime and speeding, and still advises the city about zoning changes. The GRCCCL publishes its own newsletter and sponsors and co-sponsors various public events throughout the year. It has been recognized at the city and state level for its achievements.

Of note are the neighborhood beautification projects, the initiative to catch a neighborhood thief around 1991, work with the Roanoke Neighborhood Partnership, area zoning reviews, and newspaper clippings and photos of events, people and places in the neighborhood.

**Scope and Content:**

The GRCCCL Records are stored in 5 boxes representing about 4 cubic feet. They consist chiefly of administrative paperwork such as minutes, bylaws, meeting notes, correspondence, and newsletters. They also contain some published neighborhood plan booklets, large reproductions of maps and architectural plans, and photographs, color slides and negatives of neighborhood locations and GRCCCL projects members. Newspaper clippings about projects and events are also spread throughout the collection. A few information CDs are also included.

The GRCCCL Records cover the time period from its formation in 1978 to more recent newsletters from 2014. The bulk of the records cover the 1980s and 1990s. As the GRCCCL continues to exist and work on new initiatives, more records are expected to be added to the collection in the future.

Section One - articles of incorporation and bylaws

Section Two - contents of binders maintained by past GRCCCL presidents

The binders contain a mix of bylaws, minutes, project notes and newsletters.

Section Three - agendas, notes, minutes, financial information, and other papers pertaining to board, membership, and committee meetings and scheduling annual events

Section Four - correspondence with particular organizations and specific projects and initiatives

Section Five - publications about area neighborhoods and about running organizations

Section Six - contains GRCCCL newsletters (Greater Raleigh Court Civic League Newsletter, 1982-1997 renamed The Court Reporter, 1997-present) and newspaper clippings about events and concerns in the greater Raleigh Court area

Section Seven - color photographs, slides and negatives showing people, places and events in the Raleigh Court area. Most of the images are not identified.

Materials from the two donations of GRCCCL records are kept separate. In the box list, records in boxes 1, 2 and 3 folders 1-19 and the first folder in the oversize box arrived in the first donation, and materials in the folders 20-44 of box 3, all of box 4, and folder two in the oversize box arrived in the second donation. In the finding aid, materials from both donations are listed by the section they belong to, but they remained stored in separate areas.

## **Container List**

### **Box 1**

#### SECTION 1 – Bylaws and Guidelines

- 1 Constitution and Articles of Association, Bylaws, Tax Exempt Organization IRS Application, and budget information, 1978-1979
- 2 GRCCCL Guidelines, 1993 - Table of Contents, Purpose of the Manual, Articles of Incorporation and Bylaws, GRCCCL History, Executive Board, Committees, Events, Miscellaneous, Appendix

- 3 GRCCCL Guidelines, 1993 - Goals, Accomplishments, Budget, Schedule, Contacts – Executive Board and Committees, How-To, To-Do Lists and Contracts for Committees, Events, Miscellaneous
- 4 GRCCCL Guidelines, 1993 - Resources from Other Sources about neighborhoods, zoning, event organization
- 5 GRCCCL Guidelines, 2007 - Table of Contents, Purpose of the Manual, Articles of Incorporation and Bylaws, GRCCCL History, Executive Board, Committees, Events, Miscellaneous, Appendix
- 6 GRCCCL Guidelines, 2007 - Goals, Accomplishments, Budget, Schedule, Contacts – Executive Board and Committees, How-To, To-Do Lists and Contracts for Committees, Events, Miscellaneous
- 7 GRCCCL Guidelines, 2007 - Resources from Other Sources about volunteers, event organization, neighborhood plan, building lease agreement, parliamentary procedure

SECTION 2 – Executive Binders

Chad Van Hyning President Binder, 2005-2008

- 8 Bylaws, 1993
- 9 Officer, board member and committee chair lists, and Position descriptions of officers, 2004-2008
- 10 Old board meeting notes, agendas, and minutes, 2005-2006
- 11 Board meeting notes, 2006-2008
- 12 Membership lists, ca. 2006
- 13 Grants, application information, notes, correspondence, 2006-2008
- 14 Laburnum Avenue parking concerns, correspondence and notes, 2006
- 15 Zoning Issues, correspondence, appeals, notes, maps, 2006-2007
- 16 Greater Raleigh Court Neighborhood Plan, drafts, comments, meeting notes, 2006-2007
- 17 Miscellaneous tab – correspondence, neighborhood complaints, calendar, centennial committee, articles, etc., 2006-2008
- 18 Raleigh Court Timeline history covering 1805 to 1925

- 19 Court Reporter newsletters, 2005-2008
- Keith Dabbs Board of Directors Meeting Minutes Binder, 2007-2011
- 20 Officers, board of directors and committee chair contact information, 2007
- 21 Meeting Minutes, May 2007 – May 2009
- 22 Meeting Minutes, Nov. 2009 – March 2011
- 23 Committee – GRCCCL project funding request form, 2007-2008
- 24 Street Banner Grant Project, correspondence and grant proposals, 2007-2008
- 25 Miscellaneous, street banners, brochure about trees, correspondence, 2007-2008
- 26 Miscellaneous from binder pockets, GRCCCL brochure and survey, Roanoke area brochures, newsletter, letter and map about Raleigh Court Health and Rehabilitation Center expansion

### SECTION 3 – Meetings, Finances, and General Correspondence

- 27 Account book, 1978-1984
- 28 Check register, 1979-1982
- 29 Treasurer's Reports, 1978-1989
- 30 Minutes, finances, correspondence, membership, etc., 1978-1980
- 31 Correspondence to GRCCCL, 1978-1981
- 32 Correspondence from GRCCCL, 1978-1981
- 33 Board meeting minutes, agendas, notes, 1978-1984
- 34 Board meeting minutes by Don Chappell, 1978-1984
- 35 Screening Committee correspondence, agendas, 1979-1986
- 36 Screening Committee correspondence, minutes, reviews of complaints and concerns, 1979-1983
- 37 Meeting notes, budgets, bylaws, 1980-1981
- 38 Position descriptions for membership chair and program chair, c. 1980
- 39 Meeting minutes and reports, 1980-1984

- 40 Resignations from GRCCL, 1980-1985
- 41 Correspondence to and from GRCCL, 1980-1982
- 42 Correspondence to and from GRCCL, 1980-1985
- 43 Meeting minutes in spiral bound notebook, 1982-1983
- 44 Officer telephone list, calendars, block leader notes, 1982-1983
- 45 Officer annual reports, proposed budget, address by Kitty Roche, 1982-1986
- 46 Board and membership meeting notes, 1982-1984
- 47 Roanoke City and citizens contact list, 1982
- 48 Calendars, 1983
- 49 Correspondence to and from GRCCL, 1982-1984
- 50 Treasurer and financial information, 1982-1984
- 51 Corresponding secretary, notes, fliers, membership list, 1984-1986
- 52 Bylaw amendments, officer responsibility acknowledgments, correspondence, 1984-1986
- 53 Meeting minutes and notes, changes to Articles of Incorporation, 1985-1986
- 54 Membership meeting notes and correspondence, 1985-1986
- 55 Blank forms, event fliers, newsletters, 1988
- 56 Meeting agendas and minutes, 1988-1992

**Box 2**

(Continuing SECTION 3)

- 1 Volunteer opportunities in Roanoke, unidentified neighborhood photos, alternatives to leaf collection, 2003-2007
- 2 Board planning retreat agenda, notes, calendar, officer duties, July 2006
- 3 Board meeting agenda, notes, correspondence, May minutes, notes from July retreat, Sept. 2006
- 4 Meeting notes, officer duties, correspondence, Sept. 2006

- 5 Board meeting agenda, notes, ideas to increase volunteering, newsletter, correspondence, Nov. 2006
- 6 Neighborhood plan meeting questions, November membership meeting agenda, correspondence, notes, Oct-Nov 2006
- 7 Board and membership meetings, notes and correspondence, Jan. 2007
- 8 Board and membership meetings, notes and correspondence, March 2007
- 9 Board and membership meetings, notes and correspondence, May 2007
- 10 Board planning retreat, agenda, action plan, notes, correspondence, July 2007
- 11 Board and membership meetings, notes and correspondence, Sept. 2007
- 12 Board and membership meetings, notes and correspondence, Nov. 2007
- 13 Meeting agendas, minutes, and notes, Nov. 2007 – May 2009
- 14 Board and membership meetings, notes and correspondence, Jan. 2008
- 15 Board meeting and candidate forum, notes and correspondence, March 2008
- 16 Board and membership meetings, notes and correspondence, May 2008

#### SECTION 4 – Specific Topics and Correspondence

- 17 City Parks, 1980
- 18 Maiden Lane, apartment parking concerns, 1980
- 19,20 Correspondence with Roanoke Neighborhood Partnership, 1980-1989 (2 folders)
- 21 Roanoke mini-grant: GRCCL logo and sign at Memorial Ave. and Grandin Rd., 1981-1982
- 22 Kitty Roche resume and letter to GRCCL, 1981-1984
- 23 Roanoke mini-grant: planting trees along Grandin Road, 1982 (oversize)
- 24 Correspondence, thanks for membership drive participation and donations for planting trees, 1982
- 25 Letter for 2082 time capsule, 1982

- 26 GRCCL sign and neighborhood crime watch signs (photos), 1982
- 27 Correspondence with the Roanoke Times, 1982-1983
- 28 Crime prevention, 1982-1984
- 29 Grandin Road Merchants' Association, 1982-1985
- 30 Roanoke mini-grant information, 1982-1985
- 31, 32 Roanoke mini-grant: benches and trash cans for bus stops in Grandin Village, 1982-1985 (2 folders)
- 33 Roanoke mini-grant: relocating stone columns to Grandin and Brandon to use with a new Raleigh Court sign, 1982-1986
- 34 Raffle permits and notes, 1982-1990
- 35 Memorial Bridge improvements, 1983
- 36 Grandin Road, property owned by the Rosenbergs, 1983
- 37 Eyesore alerts submitted to Roanoke Neighborhood Partnership, 1983-1985
- 38 Grandin Road, zoning proposal for condominiums by Chateau, Inc., 1983-1985
- 39 Use of Virginia Heights Baptist Church for GRCCL meetings, 1983-1985
- 40 Virginia Heights Elementary request for volunteer help and donations, 1983
- 41 Environmental Action award from Clean Valley Committee, 1983
- 42 City of Roanoke proposed yard sale ordinance, 1984
- 43 Correspondence with League of Older Americans (LOA), 1984
- 44 Grandin Road, park by Virginia Heights Baptist Church, 1984
- 45 Correspondence about recreation center, 1984
- 46 Kitty Roche's support for a city bond referendum, 1984
- 47 Commendation from the Virginia General Assembly, 1984
- 48 Grandin Road zoning proposal for condominiums, 1985
- 49 1916 Memorial Avenue, GRCCL rents property from city (former library), 1985 (oversize)

- 50 Withdrawal of request for study to remove wires and poles in Grandin Village, 1985
- 51 Operation Paintbrush, 1985
- 52 Roanoke mini-grant application and information from Roanoke Neighborhood Partnership, 1985
- 53 Grandin Road, Raleigh Court Health Care Center proposal with plans, 1985-1989 (oversize)
- 54 Grandin Road, Raleigh Court Health Care Center proposal, 1987
- 55 Grandin Road, Raleigh Court Health Care Center landscape and façade concerns, 1987-1989
- 56 Peters Creek Road Extension project, publications and newspaper clipping, 1988
- 57 Roanoke River Flood Reduction Project correspondence, publication, news clipping, 1989
- 58 Neighborhood tour for the Roanoke Neighborhood Partnership leaders, 1989
- 59 Roanoke mini-grant: newsletter, annual potluck, annual parade reception, sign maintenance, Christmas lights, 1989-1991
- 60 Amherst Street, Mary Louise Home and Valley Care, Inc. zoning issues, 1990-1993
- 61 Raleigh Court “cat burglar” neighborhood watch, 1991-1992
- 62 Memorial Avenue, Dr. Guy Merritt zoning issue, 1992-1993
- 63 GRCCL t-shirt design, 1998
- 64 Grandin Road, proposed historic district, 2002
- 65 Band for 25<sup>th</sup> Anniversary Celebration, 2003
- 66 Lakewood Park design proposals, ca. 2008
- 67 Murray Run trailhead sign and information kiosk, 2009

### **Box 3**

#### SECTION 5 - Publications about Raleigh Court and other organizations



- 1 "Community Organizing: Views of Three Practitioners," by Civic Action Institute in Washington, D.C., January 1980  
"Citizens and Program Implementation: A Guide for the Community Development Block Grant Program," by Civic Action Institute, Washington, D.C., January 1981
- 2 "Practical Parliamentary Procedures," materials prepared by Edith S. Stidman for EOC Seminar in Toronto, Ontario, July 1981
- 3 Neighborhood Partnership Report - "A Report to the People of Raleigh Court on Their Participation in the Roanoke Neighborhood Partnership," by Roanoke Neighborhood Partnership in Roanoke, Virginia, Spring 1981
- 4 Neighborhood Partnership Reports  
Belmont, Spring 1981  
Mountain View, Fall 1982  
Northwest/Gilmer, Spring 1981  
Preston Park/Williamson Road, Spring 1981  
Raleigh Court, Spring 1981
- 5 History compiled by committee and other contributors - "Greater Raleigh Court, Roanoke, Virginia," by Kitty Roche, Margaret Amos, Dot Creasy, Louis Ellis, Cheri Bitner, Parke Buchanan, Fowler Johnston, Ruth McClaugherty, and Mark Tinnell, June, 1981
- 6 Vacant House Process flowchart with notes on reverse, ca.1983 (oversize)
- 7 Historic preservation publications, newsletter, poster, 1983
- 8 Notices about the Housing Resources Workshop, November 1983  
"The Housing Resources Guide," by Mary R. McNamara and The Housing Resources Task Force for Roanoke Neighborhood Partnership, September 1983  
"Virginia Landlord/Tenant Handbook," by Office of Housing Services, Virginia Department of Housing and Community Development, July 1983
- 9 "Back to the Basics Conference Report," by Neighborhoods, USA, 1988
- 10 "Volunteer Opportunities Catalog," by Council of Community Services, Inc., Roanoke, Virginia, March 1989
- 11 "Greater Raleigh Court Neighborhood Plan, May 1999," adopted by Roanoke City Council in May 1999
- 12 "Vision 2001-2020: Comprehensive Plan – Planning for Roanoke’s Future Economic Development, Neighborhoods, and Quality of Life," by the City of Roanoke Department of Planning Building and Development, ca. 2000

- 13 Maps of Raleigh Court and Greater Raleigh Court, no date
- 14 City of Roanoke “Vision” zoning map, no date (oversize)
- 15 Raleigh Court neighborhood map showing property lots, no date (oversize)
- 16 Williamson Road Area Urban Design Catalogue materials and article on storefront design, no date
- 17 Position description for Donald C. Harwood, Rehabilitation Architect for the City of Roanoke Redevelopment and Housing Authority, no date

SECTION 6 – Newsletters and Newspaper Clippings

- 18 Newspaper clippings, 1981-1985
- 19 GRCCL Newsletters, 1982-1986

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 2015 donation: Box 3 continued

SECTION 3 – Meetings, Finances, and General Correspondence

- 20 Meeting agenda, minutes, budget, fall 2001-spring 2002
- 21 Meeting agendas, minutes, GRCCL newsletters, correspondence, fliers, newspaper clippings, including Patrick Henry High School, membership, and zoning, 2003-2004

SECTION 4 – Specific Topics and Correspondence

- 22 “Scenes From A Neighborhood” photo album, with photographs, articles, history, ca. 1984-1998
- 23 Raleigh Court history, neighborhood plan draft, newspaper clippings, miscellaneous items, 1988-2013
- 24 GRCCL: A Brief History, ca. 1998
- 25 Shrine Hill soccer field, 1998-2001
- 26 Memorial Avenue neighborhood sign and mosaic mural, 1998-2002
- 27 Zoning issues, 2000-2004
- 28 Grandin Theater closing, newspaper articles, 2002

- 29 Grandin Road traffic calming measures, 2002-2003
- 30 Memorial Avenue – historic Caldwell house, 2004

SECTION 5 - Publications about Raleigh Court and other organizations

- 31 “A Walking Tour of Raleigh Court,” by the GRCCL, written after 1992
- 32 Roanoke City Map, “Neighborhood Partnership Organization Boundaries, July 1994, Curb Gutter and Sidewalk Request,” 1994 (oversize)
- 33 “Proposal for Architectural/Engineering services for Fishburn Greenway” by Whitesell Orrison Inc. and Spectrum Engineers, pc, June 1999  
“Conceptual Plan for the Fishburn Greenway” by Whitesell Orrison Inc. for GRCCL, March 2000
- 34 “Vision 2001-2020: Comprehensive Plan – Planning for Roanoke’s Future Economic Development, Neighborhoods, and Quality of Life,” by the City of Roanoke Department of Planning Building and Development, includes CD-ROM and cover letter, 2004

SECTION 6 – Newsletters and Newspaper Clippings

- 35 Newspaper clippings about Raleigh Court area, 1998-2001
- 36 Newspaper clippings about Raleigh Court area, 2002-2004
- 37 “Raleigh Court: A Roanoke Neighborhood Classic,” by Donlan Piedmont in The Roanoker magazine, Volume 34, Number 9/10, Sept/Oct 2005

GRCCL newsletters

- 38 1982-2003
- 39 1990-1994
- 40 1995-1998
- 41 1999-2002
- 42 2003-2007
- 43 2008-2013
- 44 2014

**Box 4**

SECTION 7 – Photographs and Other Images

- 1 GRCCL Photos, 1983-1985
  - Illis Treasury Report, 1984
  - Greater Raleigh Court sign at Brandon and Grandin, ca. 1983

Former library building at 1916 Memorial Ave., and Grandin Road photos, 1985

- 2 Grandin Children's Holiday Parade photos negatives and slides, ca. 1985-1999
- 3 GRCCL Photos, 1997-1999
  - Grandin Village Fall Art Show, ca. 1997
  - Shrine Hill Park and portraits of two women, ca. 1998
  - Soccer Field Ground Breaking, November 1998
  - Woodrow Wilson Middle School before renovations, GRCCL Adopt-A-Highway sign, portraits of a man and a woman, ca. 1998
  - Mural Installations, April 1999
- 4 Public Safety Appreciation Day photos, 1998-1999
- 5 Murray Run Greenway grand opening, 2009
- 6 GRCCL Photos, no date
  - Unidentified meetings and events
  - Portraits
- 7 Slide show presentation removed from a slide carousel
- 8 Slides of houses in the Greater Raleigh Court Area
- 9 Slides of churches, schools, businesses, fire station and library in Greater Raleigh Court area
- 10 Slides of miscellaneous homes and businesses in Greater Raleigh Court area and along Williamson Road

### **Oversize box**

Materials from 1<sup>st</sup> GRCCL donation:

#### SECTION 3

- 1 GRCCL logo development, 3 items, no date

#### SECTION 4

- 1 Blueprint set for Building for Mr. M. J. Patsel by Eubank & Caldwell, Inc. (library building on Memorial Ave.), 6 sheets, 1931
- 1 Proclamation from the Mayor of the City of Roanoke for Raleigh Court Centennial Day, May 2007

#### SECTION 7

- 1 Black and white aerial photos of Raleigh Court, 2 items, no date

Materials from 2<sup>nd</sup> GRCCL donation:

SECTION 4

- 2 Proclamation from the Mayor of the City of Roanoke for Greater Raleigh Court Civic League Day, June 1998

SECTION 7

- 2 Aerial photograph of Raleigh Court area, Evergreen Burial Park in front right, no date (before 1958)