

INVENTORY

Series I. Charter and By-Laws of Oberlin College, 1834, 1903-72 (0.41 l.f.)

Box 1

Charter and By-Laws of Oberlin College, 1903-72

Box 2

Charter, Oberlin Collegiate Institute, 28 February 1834 (original handwritten copy of charter on file in Secretary of State's office, plus photocopy)

Series II. Minutes of the Meetings of the Board, 1834-1965, 1969-78 (3.99 l.f.)

Subseries 1. Indices to the Minutes, 1834-1904 (2 vols.)

Box 1

Index, Vol. I. 1834-78 (fragile; use microfilm)
Index, Vol. II. 1878-1904

Box 2

Card Index (alphabetical) to Vol. I of the Minutes for 1834-77 (See Subseries 2 below for the minutes here indexed) Adams—Street and Hughes

Subseries 2. Official Minutes, 1834-1906, 1951-65, 1969-78 (5 vols.)

Box 1

Minutes (ms.), 1834 Mar 10–1877 Jul 28, 1878-1906 (2 volumes—researchers use reference copies) [originals stored in separate boxes]

Box 2

Minutes (carbon copy), 1834 Mar 10–1866 Aug 22 (1 vol.)

Box 3

Minutes (first copy), 1951 Nov 10–1959 Nov 13 (1 vol.)
Minutes (first copy), 1960 Mar 26–1965 Nov 12 (1 vol.)

Box 4

Minutes (first copy), 1969 Jan 27–1978 Nov 18

Series II. Minutes of the Meetings of the Board (cont.)

Subseries 3. Microfilm Copies of the Minutes, 1834-1964

Box 1

Minutes, 1834 Mar 10–1917 Nov 16, Roll 1
(positive print and master negative)
Minutes, 1918 Jun 17–1964 Jun 5, Roll 2
(positive print and master negative)

**Series III. Document Files Supporting Minutes of the Board, 1833-1974 (24.8
l.f.)**

Box 1

1833-47 (12f)

Box 2

1848-85 (13f)

Box 3

1886-1896 Mar (15f)

Box 4

1896 Mar (cont.)–1897 Jun (13f)

Box 5

1897 Sep–1898 Nov (11f)

Box 6

1899 Mar–1900 Mar (12f)

Box 7

1900 Apr–1901 Jun, DF 197-203 (11f)

Box 8

1901 Nov–1902 Oct, DF 204-210 (11f)

Box 9

1902 Nov 19–1903 Nov 18, DF 212-217 (12f)

Box 10

1903 Nov 18–1904 Jun 20, DF 218-222 (12f)

Series III. Document Files Supporting Minutes of the Board (cont.)

Box 11

1904 Jun 20–1905 Jun 26, DF 223-228 (17f)

Box 12

1905 Nov 22–1906 Jun 26, DF 229-238 (17f)

Box 13

1906 Dec 5–1907 Nov 15, DF 239-245 (19f)

Box 14

1907 Nov 15–1909 Jun 21, DF 246-253 (20f)

Box 15

1909 Jun 21–1910 Jun 20, DF 254-260 (17f)

Box 16

1910 Nov 11–1912 Jun 17, DF 262-270 (19f)

Box 17

1912 Jun 17–1913 Jun 23, DF 270-278 (21f)

Box 18

1913 Jun 23–1914 Nov 13, DF 279-287 (17f)

Box 19

1914 Nov 13–1916 Jun 12, DF 288-296 (21f)

Box 20

1916 Nov 17–1917 Nov 16, DF 297-302 (18f)

Box 21

1918 Jun 17–1919 Jun 16, DF 303-308 (20f)

Box 22

1919 Nov 14–1921 Jun 20, DF 309-317 (20f)

Box 23

1921 Nov 11–1924 Jan 18, DF 318-328 (23f)

Box 24

1924 Jan 1–1925 Jun 6, DF 329-334 (15f)

Series III. Document Files Supporting Minutes of the Board (cont.)

- Box 25
1925 Jun 12–1926 Nov 19, DF 335-340 (16f)
- Box 26
1926 Nov 19 (cont.)–1927 Dec 7, DF 341-347 (16f)
- Box 27
1927 Dec 7 (cont.)–1928 Jun 18, DF 348-354 (16f)
- Box 28
1928 Nov 16–1929 Jun 17, DF 355-362 (13f)
- Box 29
1929 Jun 17–1929 Sep 28, DF 363-370 (13f)
- Box 30
1929 Nov 14–1930 May 10, DF 371-380 (15f)
- Box 31
1930 Jun 16–1931 Apr 24, DF 381-390 (14f)
- Box 32
1931 Jun 6–1932 Feb 20, DF 391-400 (14f)
- Box 33
1932 Feb 20–1933 May 20, DF 401-413 (20f)
- Box 34
1933 Jun 16–1934 Sep 1, DF 414-422 (14f)
- Box 35
1934 Nov 16–1936 May 23, DF 423-436 (22f)
- Box 36
1936 Jun 8–1937 Sep 21, DF 437-448 (20f)
- Box 37
1937 Nov 13–1938 Nov 12, DF 449-461 (17f)
- Box 38
1939 Mar 25–1940 Jan 3, DF 462-478 (17f)

Series III. Document Files Supporting Minutes of the Board (cont.)

- Box 39

1940 Jan 27–1941 May 16, DF 479-494 (17f)

Box 40

1941 Jun 9–1942 May 25, DF 495-510 (17f)

Box 41

1942 May 25–1943 Oct 5, DF 511-528 (18f)

Box 42

1943 Nov 20–1944 Oct 13, DF 529-544 (17f)

Box 43

1944 Nov 18–1945 Dec 7, DF 545-555 (18f)

Box 44

1945 Dec 21–1946 Nov 16, DF 556-571 (22f)

Box 45

1946 Dec 4–1948 Apr 21, DF 572-588 (19f)

Box 46

1948 Jun 12–1949 Nov 12, DF 588-603 (20f)

Box 47

1950 Jan 4–1951 Jun 8, DF 604-620 (22f)

Box 48

1951 Jul 17–1953 Jun 1, DF 621-641 (18f)

Box 49

1953 Jun 6–1955 Mar 26, DF 642-658 (19f)

Box 50

1955 Apr 8–1957 Mar 18, DF 659-676 (18f)

Box 51

1957 Mar 30–1958 Jun 6, DF 677-691 (15f)

Box 52

1958 Jun 10–1959 Nov 13-14, DF 692-706 (16f)

Series III. Document Files Supporting Minutes of the Board (cont.)

Box 53

1959 Dec 14–1961 Jun 9, DF 707-722 (17f)

Box 54

1961 Jul 24–1963 Mar 29, DF 723-741 (11f)

Box 55

1963 May 6–1965 Mar 26 #1, DF 742-759 (9f)

Box 56

1965 Mar 26 #2–1966 Jun 10, DF 759-772 (7f)

Box 57

1966 Dec 14–1968 Jun 7, DF 773-790 (8f)

Box 58

1968 Nov 8–1970 Oct 21, DF 791-808 (17f)

Box 59

1970 Nov 13–1971 Nov 17, DF 809-816 (9f)

Box 60

1971 Dec 17–1973 Feb, DF 817-824 (9f)

Box 61

1973 April–1973 Nov, DF 825-827 (3f)

Box 62

1973 Dec–1974 Nov 16, DF 828-835 (8f)

Series IV. Prudential Committee Minutes, 1835-1962 (10.5 l.f.)

**Subseries 1. Indices to Prudential and Executive Committee Minutes,
1908-14, 1924-43**

Box 1

Index, 1908-14 (1 vol.)

Indices, 1924-37 (6 vols.)

Box 2

Card Index, 1937-40

Series IV. Prudential Committee Minutes (cont.)

**Subseries 1. Indices to Prudential & Executive Committee Minutes
(cont.)**

Box 3

Card Index, 1940-43

Box 4
Card Index, 1943 (cont.)

Subseries 2. Official Minutes, Prudential Committee, 1835-1962 (19 vols.)

Box 1-1A
Minutes, 1835-77 (5 vols.)

Box 2
Minutes, 1878 Jan 1–1900 Dec 11 (2 vols.)

Box 3
Minutes, 1901 Jan 8–1922 Mar 16 (3 vols.)

Box 4
Minutes, 1922 Mar 31–1932 Mar 23 (2 vols.)

Box 5
Minutes, 1932 Mar 30–1946 Oct 30 (3 vols.)

Box 6
Minutes, 1946 Nov 6–1959 Nov 4 (3 vols.)

Box 7
Minutes, 1959 Nov 11–1962 Jun 27 (1 vol.)

Subseries 3. Official Minutes, Prudential Committee, Duplicates (Loose), 1903-39, 1951-58

Box 1
Minutes, 1903-17 (15f)

Box 2
Minutes, 1917-26 (25f)

Series IV. Prudential Committee Minutes (cont.)

Subseries 3. Official Minutes, Prudential Committee, Duplicates (cont.)

Box 3
Minutes, 1926-39 (13f)

Box 4
Minutes, 1951-58 (3f)

Subseries 4. Draft Minutes, Prudential Committee, 1907-62

Box 1
Minutes, 1907 Jul 28–1913 Oct 30 (3f)

Box 2
Minutes, 1913 Nov 29–1918 Jun 1 (self-indexed) (3f)

Box 3
Minutes, 1918 Jun 10–1922 Jun 13 (self-indexed) (2f)

Box 4
Minutes, 1922 Jan 24–1925 May 25 (self-indexed) (2f)

Box 5
Minutes, 1925 Jun 3–1929 Jan 12 (self-indexed) (2 vols.)

Box 6
Minutes, 1929 Jul 2–1934 28 Mar (self-indexed) (2 vols.)

Box 7
Minutes, 1934 Apr 11–1940 Aug 24 (self-indexed) (3 vols.)

Box 8
Minutes, 1940 Sep 11–1944 Jun 23 (self-indexed) (2 vols.)

Box 9
Minutes, 1944 Jul 5–1949 Jun 30 (self-indexed, vol. 1) (2 vols.)

Box 10
Minutes, 1948 Jul 6–1953 Jun 26 (2 vols.)

Box 11
Minutes, 1953 Jul 1–1957 Jun 12 (2 vols.)

Series IV. Prudential Committee Minutes (cont.)

Subseries 4. Draft Minutes, Prudential Committee (cont.)

Box 12
Minutes, 1957 Jul 10–1960 Jun 29 (2 vols.)

Box 13

Minutes, 1960 Jul 6–1962 Jun 27 (3 vols.)

Subseries 5. Microfilm copy of the Minutes, 1835-1900

Minutes, 1835-1900 (positive print) (1 roll)

Series V. Executive Committee Minutes, 1928-68 (1.0 l.f.)

Subseries 1. Indices to the Minutes

See above, Series IV, Subseries 1

Subseries 2. Official Minutes, 1928-67 (5 vols.)

(Housed in vault, Cox Administration Bldg.)

Subseries 3. Draft Minutes, 1928-45, 1962-68 (7 vols.)

Box 1

Minutes, 1928-45 (1 vol.)

Box 2

Minutes, 1962-68 (6 vols.)

Series VI. Budget Committee Records, 1892-1959 (1.6 l.f.)

Box 1

Budgets, 1892–1917/18 (7f)

Box 2

Budgets, 1918/19–1937/38 (11f)

Series VI. Budget Committee Records (cont.)

Box 3

Budgets, 1938/39–1951/52 (14f)

Box 4

Budgets, 1952/53–1958/59 (7f)

Series VII. Development Committee Records, 1952, 1958-60 (0.2 l.f.)

Box 1

“Oberlin College Development Committee,” 1952
Beatty B. Williams Fund, 1958-59
Plans for Conservatory, King, and Science bldgs., 1958
Development program, general, 1959-60

Series VIII. Investment Committee Records, 1892-1903, 1906-73 (3.2 I.f.)

Box 1

Minutes, 1892-96 (1 vol.)

Box 2

Minutes and memoranda, 1906-30 (6f)

Box 3

Minutes and memoranda, 1931-53 (4f)

Box 4

Minutes, 1957/58-1972 June (3f)

Box 5

Reports of the Investment Committee, 1893 – c.1903 [2001/094]
Annual Reports of the Investment Committee, 1933/34–1951/52 (19f)

Box 6

Annual Reports of the Investment Committee, 1952-53–1969/70 (11f)

Box 7

Letters to the Investment Committee, 1952-72 (6f)

Series VIII. Investment Committee Records (cont.)

Box 8

Trustee correspondence, 1936-71 (15f)
 Barnard, Harry E., 1943-71
 Bryan, Robert F., 1958-70
 Danforth, Robert S., 1964-71
 Ebbott, Percy J., 1952-71
 Fauver & Fauver (legal counsel), 1942-70
 Fisher, Frank C., 1951-67
 Griswold, Erwin N., 1936-53
 Heller, Dr. Walter, 1969-71

Johnson, C.C., 1947-60
Mitchell, William A., 1950-58
Morgan, Gerald D., 1964-69
Pierce, Louis S., 1955-69
Tower, L.R., 1970-71
Van Cleef, Frank C., 1949-71
Miscellaneous trustee correspondence, 1957-70

Box 9

Miscellaneous correspondence, 1915-67, 1969 (10f)
Aluminum Company of America, 1942-64
Aluminum, Ltd., 1938-56
Annuity contracts, 1961-65
Cleveland Trust Co., 1915-61
Endowment Advisory Service, 1969
F.H.A. and V.A. Loans, 1959-64
Funds
 Bibbins Estate Fund, 1964-66
 Living Trust Investment Fund II, 1966
 Schauffler Fund, 1959-67
 Schmidt Retained Income Fund, 1961-65

Box 10

Oberlin College Real Estate (Local properties), 1932-64 (33f)

Box 11

Oberlin College Real Estate (Out-of-town properties), 1921-73 (12f)

Series IX. Presidential Search Committee Records, 1945-46, 1960, 1973-75, 1982 (2.05 l.f.)

Box 1

Letters and papers (Stevenson search), 1945-46

Box 2

Correspondence (Carr search), 1960 (8f)

Box 3

Correspondence and related documents (Danenberg search), 1973-75
(1.25 l.f.)

Box 4

Letters and Papers (Starr Search), 1982 (3f)

(See RG 33, Boxes 63-67, Various Committees, for related materials.)

**Series X. Records of Various Committees, 1903-07, 1916, 1934, 1959, 1965
(0.2 I.f.)**

Box 1

Advisory committees, 1903-07
Committee on legal questions and By-Laws, 1959 (2f)
Graduate School of Theology committee, 1965
Insurance committee, 1934
Miscellaneous committees, 1905, 1916

Series XI. Records Relating to Property Appraisals, c. 1942 (1.4 I.f.)

Box 1

Appraisal of Property, c. 1942, Vols. 1-2 (6f)

Box 2

Appraisal of Property, c. 1942, Vols. 3-4 (6f)

Box 3

Appraisal of Property, c. 1942, Vols. 5-6 (6f)

Box 4

Appraisal of Property, c. 1942, Vol. 7 (3f)

BOARD OF TRUSTEES

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