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**Finding Aid to the
Young Women's Christian Association
(NDSU) records**

Young Women's Christian Association (North Dakota State University)

Young Women's Christian Association (NDSU) records, 1914-1984

2.5 linear ft.

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OVERVIEW

Access: The collection is open under the rules and regulations of the University Archives

Provenance: Presented by the Advisory Board, YWCA of NDSU - 12 April 1972 (Acc. 1874) & 2 December 1981.

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Citation: [Identification of item]. Young Women's Christian Association of North Dakota State University Records, University Archives, North Dakota State University, Fargo.

HISTORY

The Young Women's Christian Association (YWCA) traces its origins on the North Dakota State University (NDSU) campus back to 1888 when a girls club was organized. In November 1900 a new girls organization was formed, the Edith Hill Girl's Club, named in memory of Miss Hill, a student who was active in organizing the first club. In March 1906, the Edith Hill Y.W.C.A. was formally organized by the North Dakota state secretary. By the end of the first year, membership totaled thirty-five. It had as its purpose "The development of the spiritual, physical, social and intellectual life of the girls in the institution." It met in Ceres Hall, the women's dormitory, and later at the Y.M.C.A. building. In 1923

they purchased two lots across from the university hoping to build a permanent home. This never materialized, and the property was sold in 1948.

The YWCA offered various activities for the women students on the campus such as a Big Sister program, Blue Monday teas, Freshman Camp and a Thanksgiving Evensong. After the destruction of the Y.M.C.A. building in 1957, they headquartered in the library, and in 1965 they moved to the South Engineering Building. In addition to membership dues and fundraising campaigns, the YWCA was supported by the United Fund from 1928 to 1962 and again in 1966. The 1960s saw a decline in membership to the point that the YWCA became inactive in June 1968. Thereafter the Advisory Board continued to function until January 1980 when all remaining assets were transferred to the NDSU Development Foundation.

SCOPE AND CONTENT

The YWCA records consist of articles of incorporation, constitutions, meeting minutes, correspondence, reports, financial records, membership lists, and subject files. The YWCA formally incorporated in North Dakota in 1921. Documents in the file include the articles of incorporation (with clarifications) and legal questions concerning the incorporation in later years.

The [Constitution File](#) contains numerous editions of their constitution and by-laws. It appears they revised their constitution frequently and kept a copy of each revision from 1929 to 1967.

The [Meeting Minutes Series](#) consists of two sub-series - The Advisory Board and the Cabinet. The Advisory Board was composed of women elected from the college and community to oversee the work of the Association as a whole. Their minutes (1914 to 1980) are complete and quite detailed. The Cabinet meeting minutes are not as complete, covering only the period of 1944 to 1957 and 1966. The

[Correspondence](#) file contains only miscellaneous letters originally found throughout the collection. Primarily they deal with the YMCA building after the 1957 tornado and with the national headquarters, in the 1960s, on the decline of activity by the YWCA.

The [Report Series](#) consists of all annual and monthly reports compiled by the YWCA. It includes miscellaneous annual reports of the Executive Director, Advisory Board and Freshman Commission in the 1960s. There are also annual reports and annual roll call reports which were sent to district headquarters. They are basically statistical reports with short summaries of past activities. The monthly reports are very detailed for the periods covered: 1938-1942, 1948-1953, 1958, 1961-1967, and they provide an excellent summary of the YWCA's activities. These reports were written by the Secretary and Executive Director.

The [Financial Records Series](#) consists of the basic income/disbursement ledger for 1919-1928 and 1938-1955, checkbooks and savings passbooks, several miscellaneous folders of reports, a Geneva loan fund ledger, and wage and tax statements for the Executive Director's position.

The [Membership Lists Series](#) contains numerous lists, which were evidently compiled in the 1950s from old records and college yearbooks. Some lists have addresses and possibly were compiled to aid in soliciting donations for the YWCA.

The [Subject Files Series](#) contains a wide variety of material documenting specific YWCA activities, such as the Big Sister program, Blue Monday Teas, Freshmen Camp, "Friend of the 'Y' Awards," and the Thanksgiving Evensongs. In addition, there are files on their funding from Community Chest/United Fund, fund raising projects, newsletters and clippings, programs, histories, the constitution, rubber stamps and scrapbooks (1930-1933, 1943-1953). The YWCA property file contains all the documents in connection with the purchase, tax abatements and sale of their property on University Drive.

BOX AND FOLDER LIST

BOX 1

- 1/1 Historical Material & Inventory
- 1/2 Articles of Incorporation, 1921-1954
- 1/3 Constitution and By-laws, 1929-1967

Meeting Minutes

- 1/4 Advisory Board - 1914-1928
- 1/5 Advisory Board - 1929-1941
- 1/6 Advisory Board - 1941-1956
- 1/7 Advisory Board - 1956-1958
- 1/8 Advisory Board - 1959-1963
- 1/9 Advisory Board - 1964-1968
- 1/10 Advisory Board - 1969-1980
- 1/11 Board of Directors - 1983-1984
- 1/12 Executive Committee - 1983 - 1984

BOX 2

- 2/1 Cabinet - 1944-1952
- 2/2 Cabinet - 1952-1955
- 2/3 Cabinet - 1956-1957, 1966

Correspondence

- 2/4 Correspondence - 1920, 1942, 1950-1969
- 2/5 Correspondence - 1977 - 1979

Reports

- 2/6 Annual Reports (Executive director, Advisory Board, Freshman Commission), 1962-1967
- 2/7 Annual Reports to National Headquarters, 1944/1945 - 1966/1967
- 2/8 Annual Roll Call Reports - 1954/1955 - 1967/1968
- 2/9 Monthly Reports - November 1938 - 1939
- 2/10 Monthly Reports - 1940 - March 1942
- 2/11 Monthly Reports - March - December 1948
- 2/12 Monthly Reports - 1949
- 2/13 Monthly Reports - 1950-1951
- 2/14 Monthly Reports - 1952-1953
- 2/15 Monthly Reports - 1958, 1961-1964
- 2/16 Monthly Reports - 1965 - March 1967

Financial

- 2/17 Ledger, 1919-1928

BOX 3

- 3/1 Ledger, 1938-1955
- 3/2 Ledger, 1939 - 1944, 1956 - 1969, 1972 - 1980 incomplete years
- 3/3 Checkbooks, 1967 - 1977, 1977 - 1980
- 3/4 Savings Passbooks, 1957 - 1963, 1957 - 1965, 1961 - 1969
- 3/5 Financial Reports and miscellaneous papers, 1940-1967
- 3/6 Financial Reports, 1968 - 1980
- 3/7 Geneva loan fund ledger, 1924-1947
- 3/8 Wage and tax statements, 1951-1968
- 3/9 Transfer of Funds, 1960s

Membership Lists

- 3/10 Advisory Board, 1938-1970
- 3/11 Cabinet, 1906-1967
- 3/12 Former members, 1907-1966
- 3/13 Former members by sorority/non-sorority affiliation
- 3/14 Standing Committees, 1965 - 1966

BOX 4

Subject Files

- 4/1 Big Sister program, 1952-1964
- 4/2 Blue Monday Tea guest book, 1943-1947

- 4/3 Certificate, 1957
- 4/4 Campus Coffee, 1960s
- 4/5 Community Chest/United Fund, 1928, 1939-1941, 1954-1968
- 4/6 Freshman Camp, 1960-1967
- 4/7 "Friends of the 'Y' Award," 1963-1967
- 4/8 Fund Raising Drives, 1920, 1962-1967
- 4/9 Fund Raising Projects, 1963-1965
- 4/10 Informational brochures, letters, 1960s
- 4/11 Membership Agreements, 1945/1946 - 1966/1967
- 4/12 "N.D.A.C. in China" Fund, 1921
- 4/13 News releases, 1958, 1961
- 4/14 Newsletters (*The Live Y'er*, *YM-YW Newsletter*, *The Y's Bison*), 1960s
- 4/15 Newspaper clippings, 1920-1961, 1979
- 4/16 Newspaper clippings, 1962-1974
- 4/17 Programs - Activities, 1921-1966

BOX 5

- 5/1 Program booklets, 1944/1945, 1959/1960
- 5/2 Scrapbooks - 1930-1931
- 5/3 Scrapbooks - 1931-1932
- 5/4 Scrapbooks - 1932-1933
- 5/5 Scrapbooks - 1943-1953
- 5/6 Thanksgiving Evensong, 1950-1965
- 5/7 YWCA property, 1922-1946
- 5/8 Grant Summary, 1970 - 1971
- 5/9 Membership Application, 1967
- 5/10 Advisory Board and Cabinet Responsibilities, 1960s
- 5/11 YWCA Purpose (N.D.)
- 5/12 YWCA Program Analysis (N.D.)
- 5/13 History 1960s
- 5/14 Constitution, 1965
- 5/15 United Fund Handbook, 1968
- 5/16 Annual Agendas, 1943 - 1945
- 5/17 "This is My Father's World" program, 1944
- 5/18 promotional brochure and membership cards (N.D.)
- 5/19 YWCA rubber stamp - Advisory Board (N.D.)
- 5/20 YWCA rubber stamp - address (N.D.)