
Register of the American Red Cross. San Joaquin County (Calif.) Chapter Records, 1898-

Collection number: Mss291

Holt-Atherton Department of Special Collections
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Descriptive Summary

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corporate name

American Red Cross. San Joaquin County (Calif.) Chapter -Records and correspondence

subject

Emergency management -California -San Joaquin County
Red Cross -California -San Joaquin County
Disaster relief -California -San Joaquin County
Disaster relief -United States
Blood donors -California -San Joaquin County
Red Cross -Public relations
Blood banks -California -San Joaquin County

Biography

The San Joaquin County Chapter of the American Red Cross was founded as a service organization during the Spanish-American War (1898). Early activities included making surgical dressings and collecting funds to aid in the war effort in the Philippines. The Chapter again became active to aid victims of the San Francisco Earthquake (1906), raising money and collecting supplies to send to the Bay Area. First Aid and Lifesaving courses were also integral to the Chapter early in the century. World War I saw the Chapter raise funds and serve other needs in relief efforts. During these years the Junior Red Cross, involving thousands of local youths, was created. Later the Red Cross established a municipal summer camp for boys and girls at Silver Lake (1935). With the onset of World War II the Red Cross organized War Fund Campaigns and a plethora of other programs, local, national, and international in scope. Following the war the Red Cross emphasized the collection of donated blood and the San Joaquin Chapter opened its Regional Blood Bank, complete with mobil service visits to local communities (1948). Fund Campaigns continued throughout the 1940's and early 1950's, collecting hundreds of thousands of dollars for the American Red Cross. During the 1960s and 1970s the Chapter provided thousands of dollars in relief, in both minor and major disasters at local, national, and international levels. The San Joaquin County Red Cross Chapter built a new facility in Stockton in 1987.

Scope and Content

The San Joaquin County Chapter of the American Red Cross Collection contains: histories; minutes (1898-); correspondence (1905-) and other materials, notably those relating to Fund Drives (1940-1953) and Blood Campaigns. The largest component of the collection is the Chapter's forty scrapbooks which document Chapter activities through newspaper clippings and other small documents. Many of these were created by Stella S. Swenson, who served as Chairman of the Publicity Committee for several years. Papers for the period between 1953 and the mid-1980's are relatively scarce, but many exist from 1993 to the present. The photographic portion of the collection boasts almost 500 images of local, national and international relief efforts. The collection also contains numerous books, periodicals and manuals on first aid, disaster relief and volunteer service arms of the organization published by the American Red Cross.

SERIES I: SCRAPBOOKS AND HISTORIES [Scrapbooks chiefly contain clippings from local newspapers, although programs and letters can be found. Clippings document activities of both local and national American Red Cross, mainly locally, but also nationally, in every aspect of its work.]

BOX 1: JUN 1929 - NOV 1943

- 1.1.1: June 1, 1929 - Oct. 17, 1931
- 1.1.2: Oct. 1931 - Dec. 1933
- 1.1.3: Jan. 1934 - Mar. 1938
- 1.1.4: April 1938 - June 1940
- 1.1.5: June 1940 - Jan. 1942
- 1.1.6: Jan. 1942 - Nov. 1942
- 1.1.7: Nov. 1942 - Nov. 1943

BOX 2: NOV 1943 - NOV 1950

- 1.2.1: Nov. 1943 - Feb. 1945
- 1.2.2: Feb. 1945 - Feb. 1947
- 1.2.3: Feb. 1947 - Mar. 1948
- 1.2.4: Mar. 1948 - Nov. 1948
- 1.2.5: Nov. 1948 - May 1949
- 1.2.6: May 1949 - Mar. 1950
- 1.2.7: Mar. 1950 - Nov. 1950

BOX 3: NOV 1950 - AUG 1953

- 1.3.1: Nov. 1950 - April 1951
- 1.3.2: April 1951 - Dec. 1951
- 1.3.3: Jan. 1952 - May, 1952

1.3.4: June, 1952 - Dec. 1952

1.3.5: Jan. 1953 - Aug. 1953

BOX 4: SEP 1953 - OCT 1963

1.4.1: Sep. 1953 - Aug. 1954

1.4.2: Aug. 1954 - Mar. 1956

1.4.3: Mar. 1956 - May 1958

1.4.4: May 1958 - May 1962

1.4.5: May 1962 - Oct. 1963

BOX 5: OVERSIZE SCRAPBOOKS AND RELATED MATERIALS

1.5.1: Loose pages, Mar. - Dec. 1944

1.5.2: Newspaper Clippings, 1945 - 1949

1.5.3: Newspaper Clippings, 1947

1.5.4: Newspaper Clippings, Jan. - Mar. 1949

1.5.5: Newspaper Clippings, 1949

1.5.6: Stockton Record [full page ad, thanking Red Cross]

1.5.7: Collage. Caption reads "Thanks for making a difference American Red Cross Workers Northern California Earthquake, October 1989"

BOX 6: JUNIOR RED CROSS AND HOME SERVICE

1.6.1: Junior Red Cross scrapbook, Nov. 1928 - Oct. 1930

1.6.2: Junior Red Cross Summer Camp, 1936

1.6.3: Junior Red Cross Summer Camp, 1937

1.6.4: Junior Red Cross scrapbook, May, 1936 - December, 1941

1.6.5: Junior Red Cross scrapbook, January, 1942 - June, 1942

1.6.6: Home Service scrapbook, 1918

BOX 7: FUND CAMPAIGN SCRAPBOOKS

1.7.1: 1943

1.7.2: 1944

1.7.3: 1946

1.7.4: 1947, 1948, 1949

1.7.5: 1950, 1951

1.7.6: 1952

1.7.7: 1947 Red Cross Fund Cartoons [oversize sheet]

BOX 8: HISTORIES

1.8.1: Michael Ignatieff, "Unarmed Warriors," The New Yorker, March 24, 1997, pp 54 - 71

1.8.2: Henry Dunant, A Memory of Solferino, Washington D.C.: American National Red Cross, 1959

1.8.3: Stella Swenson, History of San Joaquin County Chapter American Red Cross, Stockton California, 1898 to 1946, June 1, 1946 (Draft Copy)

1.8.4: Stella Swenson, History of San Joaquin County Chapter American Red Cross, Stockton California, 1898 to 1946, June 1, 1946 (Draft Copy)

1.8.5: Stella Swenson, History of San Joaquin County Chapter American Red Cross, Stockton California, 1898 to 1946, June 1, 1946 (Published Copy)

1.8.6: Research Material for "History of the American Red Cross in World War II [includes correspondence, hand written notes, The American Red Cross: A Brief Story, The Story of the Red Cross, "The Red Cross with the Armed Forces," and other ephemera]

1.8.7: Histories from the American National Red Cross Virtual Museum web page, 9/13/97

1.8.8: James Shebl, "In Time of Need" draft with notes

1.8.9: James Shebl, "In Time of Need," The Far-Westerner, Spring/Summer 1998

1.8.10: Lenore May Cottrell, "The Stockton Junior Red Cross," May 16, 1941

SERIES II: SAN JOAQUIN COUNTY CHAPTER FILES

BOX 1: COMMITTEE MINUTES

2.1.1: Executive Committee Minutes Book - 1898

2.1.2: Executive Committee Minutes Book - Nov. 1, 1910 - Oct. 8, 1930

2.1.3: Executive Committee Minutes Book - Nov. 12, 1930 - Dec. 28, 1939

2.1.4: Executive Committee Minutes Book - Mar. 6, 1940 - Mar. 11, 1942

2.1.5: Executive Committee Minutes Book - Mar. 20, 1942 - Dec. 11, 1942

2.1.6: Executive Committee Minutes Book - Feb. 4, 1943 - Dec. 14, 1943

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- 2.1.7: Executive Committee Minutes Book - Mar. 28, 1945, May 2, 1945
 - 2.1.8: Executive Committee Minutes Book - Mar. 6, 1946 - Nov. 19, 1946
 - 2.1.9: Executive Committee Minutes Book - Jan. 9, 1947 - Feb. 21, 1947
 - 2.1.10: Executive Committee Minutes Book - July 26, 1950 - May 15, 1951
 - 2.1.11: Office of Home Service and Civilian Relief Minutes Book - Jan. 15, 1918 - July 29, 1919
 - BOX 2: FUND CAMPAIGNS, 1940 - 1949**
 - 2.2.1: FUND CAMPAIGNS, 1940**
 - a-Roll Call Publicity
 - b-"Roll Call Plan Book"
 - c-"Red Cross Roll Call Publicity 1940"
 - 2.2.2: FUND CAMPAIGNS, 1941**
 - a-Administrative
 - b-"Roll Call Manual"
 - 2.2.3: FUND CAMPAIGNS, 1943**
 - a-General
 - b-"Facts"
 - 2.2.4: FUND CAMPAIGNS, 1944**
 - a-Administrative
 - b-"Campaign Plan Book, Red Cross War Fund" (2)
 - 2.2.5: FUND CAMPAIGNS, 1944---Publicity**
 - a-Publicity Committee Report
 - b-"Facts" (2)
 - c-"Report for the War Period"
 - d-"Red Cross at His Side" flyer (2)
 - e-"This is My Share" flyer
 - 2.2.6: FUND CAMPAIGNS, 1944---Red Cross Interpreter and "Feature Sheet"**
 - 2.2.7: FUND CAMPAIGNS, 1945**
 - a-Administrative
 - b-"Campaign Plan Book, Red Cross War Fund"
 - 2.2.8: FUND CAMPAIGNS, 1945---Campaign Records**
 - 2.2.9: FUND CAMPAIGNS, 1945---Financial**
 - 2.2.10: FUND CAMPAIGNS, 1945---War Fund donor appreciation card**
 - 2.2.11: FUND CAMPAIGNS, 1945---Publicity**
 - a-"Keep Your Red Cross at His Side" [roto-gravure tabloid] (2)
 - b-Roto-related correspondence
 - c-"A Report to You - A Red Cross Partner" [pamphlet]
 - d-"Facts" (2)
 - 2.2.12: FUND CAMPAIGNS, 1945---Publicity Committee Reports [2]**
 - 2.2.13: FUND CAMPAIGNS, 1945---Speakers Bureau**
 - a-Speaker's Kit (2)
 - b-Report to Earl Warren
 - 2.2.14: FUND CAMPAIGNS, 1946---Administrative**
 - a-Policies and Procedures
 - b-Labor Agreements
 - 2.2.15: FUND CAMPAIGNS, 1946---Financial**
 - a-Financial reports [daily fund receipts, weekly reports]
 - b-"Fund Requirements"
 - 2.2.16: FUND CAMPAIGNS, 1946---Miscellaneous**
 - a-Junior Red Cross participation list
 - b-Correspondence (3)
 - c-Suggestions for future fund campaigns
 - 2.2.17: FUND CAMPAIGNS, 1946---Publicity**
 - a-Publicity file list
 - b-Rotogravure "War is Never Over for the Red Cross"
 - c-Advertising correspondence
 - d-Milk bottle collars
 - e-Stockton City Lines car cards

- f-Poster list
- g-Supplies lists
- h-Postage meter permit
- i-Newspaper list
- j-"Your Red Cross" [advance copy & printed copy]
- k-Display suggestion sheets
- l-"Questions and Answers"
- m-Film correspondence
- 2.2.18: FUND CAMPAIGNS, 1946---Speakers Bureau
 - a-Correspondence (15)
 - b-Schedule
 - c-List of members
 - d-Speaker's Kit
- 2.2.19: FUND CAMPAIGNS, 1947---Administrative
 - a-Telegram
 - b-Correspondence (4)
 - c-Campaign Advisory Committee list
 - d-Organization Chart
 - e-Policies and Procedures/Public Relations Committee list
- 2.2.20: FUND CAMPAIGNS, 1947---Essay Contest
 - a-Essays/letters from local veterans (7)
 - b-Announcement of winner letter
 - c-Printed winning essays: "What the Red Cross Did for Me" by Evert Thompson, and "My experience with the Wartime Red Cross" by Mrs. M.L. Crowe
 - d-Letter to North Baker (Publicity Chairman, Pacific Area), giving explanation of contest
- 2.2.21: FUND CAMPAIGNS, 1947---Financial
 - a-"1947 Red Cross National Needs" [pamphlet] (2)
 - b-"Fund Requirements" (2)
 - c-Daily reports
 - d-Weekly reports
- 2.2.22: FUND CAMPAIGNS, 1947---"1947 Formula" [plan book]
- 2.2.23: FUND CAMPAIGNS, 1947---Joint Fund Raising
 - a-"Statement of the American National Red Cross Concerning Joint Fund Raising"
 - b-Correspondence (1)
 - c-"Joint Fund Raising Campaigns" [pamphlet]
- 2.2.24: FUND CAMPAIGNS, 1947---Letters of Commendation from Soldiers
- 2.2.25: FUND CAMPAIGNS, 1947---Miscellaneous
 - a-Correspondence (6)
 - b-"Questions... and Answers 1947"
 - c-"This...is Our Story"
 - d-Linden workers list
 - e-"An Historical Calendar of Red Cross Events" (2)
 - f-"Answers to G.I. Complaints"
- 2.2.26: FUND CAMPAIGNS, 1947---Publicity
 - a-General
 - b-Timetable
 - c-Publicity file index
 - d-Letterhead
 - e-Advertising correspondence
 - f-Milk bottle collars
 - g-Stockton City Lines car cards
 - h-Poster list
 - i-Supplies lists
 - j-Advertising Plan Books
 - k-Speeches/Endorsements
 - l-"Your Red Cross Carries On" [rotogravure] (2)
 - m-Newspaper

- n-Radio
- o-Theaters
- p-Film
- q-Statistics
- r-"Feature Sheet"
- 2.2.27: FUND CAMPAIGNS, 1947---Speakers Bureau
 - a-"Speak Up" Speaker's Kit
 - b-Speakers Bureau membership cards
 - c-Schedule
 - d-Speaker's Committee list
 - e-"Speaker's Handbook"
 - f-Correspondence (3)
 - g-Public Relations Information form
- 2.2.28: FUND CAMPAIGNS, 1948---Administrative
 - a-Campaign Planning Committee agendas and minutes
 - b-Timetable
 - c-Junior Red Cross Bulletin
 - d-Campaign Review
 - e-"1948 Fund Campaign Goal" (2)
- 2.2.29: FUND CAMPAIGNS, 1948---County Branches: Escalon
- 2.2.30: FUND CAMPAIGNS, 1948---Financial
 - a-Analysis
 - b-Master list (2)
 - c-Daily reports
 - d-Weekly reports
 - e-"Financial Analysis" [national campaign]
- 2.2.31: FUND CAMPAIGNS, 1948---Miscellaneous
 - a-Chamber of Commerce list, Community Chest Agencies list
 - b-Correspondence (18)
 - c-Regional Fund Conference program (2)
- 2.2.32: FUND CAMPAIGNS, 1948---Publicity
 - a-Index
 - b-General
 - c-Speeches/endorsements
 - d-Advertising correspondence
 - e-Milk bottle collars
 - f-Stockton City Lines car cards
 - g-Displays lists and correspondence- crosses, windows, etc.
 - h-Advertising Plan Book
 - i-Supplies lists
 - j-Newspaper
 - k-Radio
 - l-Film
 - m-Postage permit
 - n-"Feature Sheet" (2)
 - o-"Facts" (2)
 - p-"Tell the Story" Speaker's Kit
- 2.2.33: FUND CAMPAIGNS, 1949---Administrative
 - a-"Fund Goal"
 - b-Policies and Procedures
 - c-Letter from WH Atherton to Manteca Chamber of Commerce
- 2.2.34: FUND CAMPAIGNS, 1949---County Branches
 - a-Clements
 - b-Delta
 - c-Escalon
 - d-Linden
 - e-Manteca

- f-Ripon
- g-Thornton
- h-Tracy
- 2.2.35: FUND CAMPAIGNS, 1949---Miscellaneous: Letter to Lodi News Sentinel
- 2.2.36: FUND CAMPAIGNS, 1949---Publicity
 - a-General
 - b-Displays lists and correspondence- [crosses, etc.]
 - c-Poster list
 - d-Stockton City Lines car cards[correspondence]
 - e-Advertising Plan Book (2)
 - f-"Facts"
 - g-Pamphlet (2)
 - h-"Ideas" (8)
- 2.2.37: FUND CAMPAIGNS, 1949---Publicity: "Feature Sheet"
- BOX 3: FUND CAMPAIGNS, 1950 - 1953
 - 2.3.1: FUND CAMPAIGNS, 1950---Administrative/Policies and Procedures
 - 2.3.2: FUND CAMPAIGNS, 1950---Financial
 - a-"1950 Fund Goal" (2)
 - b-Daily Reports
 - c-Campaign Analysis
 - d-Semi-weekly reports
 - 2.3.3: FUND CAMPAIGNS, 1950---County Branches: General
 - a-Branch reports
 - b-List of branch leaders
 - c-County Fund report
 - 2.3.4: FUND CAMPAIGNS, 1950---County Branches: Douglas, Linden, Farmington, and Elliot, Clements, Lockeford
 - a-Contributors' Lists
 - b-Workers' Lists
 - c-Receipts
 - 2.3.5: FUND CAMPAIGNS, 1950---County Branches: Delta, Escalon, Lodi, Manteca, O'Neal
 - a-Contributors' Lists
 - b-Workers' Lists
 - c-Receipts
 - 2.3.6: FUND CAMPAIGNS, 1950---County Branches: Ripon, Terminous, Thornton, and Tracy
 - a-Contributors' Lists
 - b-Workers' Lists
 - c-Receipts
 - 2.3.7: FUND CAMPAIGNS, 1950---Miscellaneous: Letter to Gladys Flanagan, from Mildred Travis, RE "Sample Sales Talk"
 - 2.3.8: FUND CAMPAIGNS, 1950---Clippings notebook
 - 2.3.9: FUND CAMPAIGNS, 1950---Publicity
 - a-Speakers' Bureau list
 - b-Exhibits and Display Committee merchant list (2)
 - c-Handwritten merchants list
 - d-"Ideas!"
 - e-Publicity timetable
 - f-Operations Schedule
 - g-Car Cards advertisement
 - 2.3.10: FUND CAMPAIGNS, 1950---Publicity
 - a-Flags
 - b-Check out list
 - 2.3.11: FUND CAMPAIGNS, 1951---Administrative
 - a-"Fund Campaign March 1951 \$85,000,000" (2)
 - b-Branch map of county, with hand-colored branch areas (2)
 - c-List of campaign administration
 - d-Report of County services (2)

- e-shorthand memo
- f-Contribution letter
- g-Organizational Chart (2)
- h-Policies and Procedures
- i-Organizational Chart (BIG)
- j-Correspondence (3)
- 2.3.12: FUND CAMPAIGNS, 1951---Fund Chairman's Manual & Campaign Guide
- 2.3.13: FUND CAMPAIGNS, 1951---County Branches: General
 - a-Chairman's name and address card
 - b-Correspondence (6)
 - c-List of team captains
 - d-Worker's envelope contents list
- 2.3.14: FUND CAMPAIGNS, 1951---County Branches: Clements, Delta, Escalon, Farmington, Linden, Lockeford, Lodi
 - a-Contributors' Lists
 - b-Workers' Lists
 - c-Receipts
 - d-Correspondence (23)
- 2.3.15: FUND CAMPAIGNS, 1951---County Branches: Manteca, O'Neal, Ripon, Terminous, Thornton, Tracy
 - a-Contributors' Lists
 - b-Workers' Lists
 - c-Receipts
 - d-Correspondence (19)
- 2.3.16: FUND CAMPAIGNS, 1951---Financial
 - a-Weekly Field Reports
 - b-Weekly Reports
 - c-Campaign Report
 - d-Daily Reports
 - e-Campaign Quotas sheet (2)
- 2.3.17: FUND CAMPAIGNS, 1951---Miscellaneous
 - a-National Kick-Off Rally information
 - b-Local Kick-Off Dinner program
 - c-Correspondence (14)
- 2.3.18: FUND CAMPAIGNS, 1951---Publicity: Public Information Packet
- 2.3.19: FUND CAMPAIGNS, 1951---Publicity #2
 - a-General
 - b-Timetable
 - c-Press Releases
 - d-Advertising correspondence
 - e-Milk bottle collars
 - f-Stockton City Lines car cards
 - g-Poster list
 - h-Displays/crosses lists and correspondence
 - i-Supplies lists
 - j-Postal Meter Permit and example
 - k-Automobile loud speaker ordinance 2133 and licence
- 2.3.20: FUND CAMPAIGNS, 1951---Publicity: Newspaper, Radio, Film
 - a-Chapter Plan Book
 - b-Correspondence (6)
 - c-Foreign language radio spots
 - d-"Radio Kit"
 - e-Red Cross film trailer information
- 2.3.21: FUND CAMPAIGNS, 1951---Publicity: Clippings notebook
- 2.3.22: FUND CAMPAIGNS, 1951---Speakers' Bureau, Public Information Committee, Exhibits and Displays Committee
 - a-Speakers Kit (2)
 - b-Correspondence (13)

- c-List of theaters
- d-Statement stuffers list
- e-Statement stuffers list of merchants
- f-"Ideas!" (2)
- 2.3.23: FUND CAMPAIGNS, 1951---Special Fund Raising Projects
 - a-Collection tables list
 - b-Porch Light Campaign list
 - c-Special efforts list
- 2.3.24: FUND CAMPAIGNS, 1951---Solicitation
 - a-Solicitations lists
 - b-Firms that haven't contributed list
 - c-Form letters
- 2.3.25: FUND CAMPAIGNS, 1952---Administrative
 - a-Organization Chart
 - b-"Red Cross Newsletter"
 - c-Itinerary for Roland Harriman trip
 - d-Correspondence (5)
- 2.3.26: FUND CAMPAIGNS, 1952---County Branches: Delta, O'Neal
 - a-Correspondence
 - b-List of workers
 - c-O'Neal master list (2)
- 2.3.27: FUND CAMPAIGNS, 1952---Financial
 - a-Chapter Financial Requirements (2)
 - b-Campaign Report
 - c-Campaign Quotas
 - d-Field Reports
 - e-Daily Reports
 - f-Weekly Reports
- 2.3.28: FUND CAMPAIGNS, 1952---Miscellaneous
 - a-Correspondence (18)
 - b-List of people at advance gifts Luncheon
 - c-City Manager bulletin
- 2.3.29: FUND CAMPAIGNS, 1952---Publicity
 - a-Business lists
 - b-Speech releases
 - c-Press releases
 - d-Advertising correspondence
 - e-Milk bottle collars
 - f-Stockton City Lines car cards
 - g-Poster list
 - h-Displays list and correspondence [crosses, flags, etc.]
 - i-Supplies lists
 - j-Postal Meter permit
 - k-Bank "Check Envelopes"
 - l-Newspaper
 - m-Radio/Film
 - n-"Feature Sheet" (2)
- 2.3.30: FUND CAMPAIGNS, 1952---Publicity: Sgt. Rodriguez Program
 - a-Correspondence (9)
 - b-Advertising
 - c-Biography (2)
- 2.3.31: FUND CAMPAIGNS, 1952---Special Fundraising Projects: Collection tables
- 2.3.32: FUND CAMPAIGNS, 1953---Administrative: Organization chart (2)
- 2.3.33: FUND CAMPAIGNS, 1953---Financial
 - a-Daily report
 - b-Campaign Quota
- 2.3.34: FUND CAMPAIGNS, 1953---Publicity: "Preview of Workers' Supplies and National Promotion Plans"

BOX 4: MISCELLANEOUS, 1940 - 1960

- 2.4.1: Administrative: By-Laws, Feb. 4, 1943 (2)
- 2.4.2: Administrative: Officers and Chairman list, 1898 - 1942; Advisory Board list, 1945 - 1946
- 2.4.3: Administrative: Service Reports, 1945 - 1946; Summary of Chapter Activities
- 2.4.4: Administrative: Annual Meeting 1945---Program (2)
- 2.4.5: Administrative: Annual Meeting 1946---Letters announcing meeting and publication of Stella Swenson's chapter history
- 2.4.6: Administrative: Golden Anniversary Dinner 1948
 - a-Letters to the Editor [Press Releases]
 - b-Letter from Stockton Labor Journal
 - c-Invitation Letter
 - d-List of people invited
 - e-List of reservations
- 2.4.7: Administrative: Annual Meeting, 1952---Report
- 2.4.8: Administrative: Annual Meeting, 1960---Program
- 2.4.9: Administrative: Telegrams, 1947 - 1948
- 2.4.10: Service: Home Service---Flyer slogans, found in 1918 scrapbook
- 2.4.11: Service: Home Service 1947
 - a-Stories for press release
 - b-Corresp. re: Care Packages, Services to Veterans, Veteran's Administration, German Fiancées, Red Cross Services in Communication
- 2.4.12: Service: Nursing, 1946 - 1952
 - a-Publicity Information, 1951
 - b-"American Red Cross Nursing Services" [Copy also in III:1]
 - c-List of Women Veterans of Army and Navy Nurse Corps, 1946
 - d-"Your Hospital Requests the Honor..." [brochure] 1948
 - e-"The Organization and Function of the Chapter Nursing Services Committee," 1948
 - f-Letter to Mrs. Webber Calvin from Warren Atherton, 1950
 - g-Nursing Newsletter no. 42, 1946
- 2.4.13: Service: Veterans Lists 1946
- 2.4.14: Blood Program: Blood Center
 - a-Publicity
 - b-"The Blood You Give" [Filmstrip information, including description of frame titles]
 - c-"When a Blood Donor Volunteers" [Filmstrip information, including description of frame titles]
 - d-Correspondence
 - e-"Blood Donor: Lodi Aerie Eagles, August 4, 1949" [cardboard card]
 - f-Schedule of events for Blood Center opening, Feb. 2, 1948
 - g-Mobile Unit Trip Report to Tracy, Mar. 1, 1949
 - h-Comparison Chart for regional programs, Jan - Feb 1949
 - i-Letters concerning Lona Cassady
 - j-List of Employees of the San Joaquin County Blood Donor Center
 - k-Minutes of Special Meeting of Joint Ex. Committees RE: Civilian Blood Donor Program
 - l-Blood Distribution Report, Mar. 1948
 - m-"A Special Report on the Defense Blood Program" 1952
- 2.4.15: Blood Program: Blood Drive 1951
 - a-"The Story of Blood" 1949 [pamphlet]
 - b-Blood Donor Recruitment Publicity information
- 2.4.16: Blood Program: Blood Center Reports, April, 1949 - Feb., 1950
- 2.4.17: Miscellaneous: 1945---Chapter Public Relations Committee letter
- 2.4.18: Miscellaneous: 1948 - 1951
 - a-"No Red Cross Clothing in Rag Bale Shipment" (1948) [article]
 - b-"What is Overhead?" (1948) [2]
 - c-Handwritten notes (1948)
 - d-12 Month Expenditure list (1948)
 - e-Correspondence (1948) [1 item]
 - f-Relief in Italy information (1948)
 - g-Report on Midwestern tornadoes (1948)

- h-Press release about tornado relief (1948) [2]
- i-"Angels of Mercy" lyrics (1948)
- j-Press Release (1949)
- k-Correspondence (1949) [8]
- l-Memo concerning tuberculosis (1949)
- m-Correspondence (1949) [2]
- 2.4.19: Miscellaneous: 1952 - 1953
 - a-Appeal letter for donations for tornado relief in Midwest
 - b-Letters Concerning Junior Red Cross (2)
- 2.4.20: Miscellaneous: Special Publicity, 1945
 - a-"Report to the People"
 - b-Special Chapter Publicity to be mailed
 - c-Correspondence (9)
 - d-"The American Red Cross with the Armed Forces"
 - e-Christmas Letter
 - f-"Special Events" [flyer]
- 2.4.21: Miscellaneous: Motion Picture File
 - a-Postcards
 - b-Advertisements
 - c-United World Films catalogue
 - d-Ad - 1952
 - e-Brochure
 - f-Envelope with ad.
 - g-Film catalogue of films owned by San Joaquin County Chapter
- 2.4.22: Miscellaneous: Red Cross Camp
 - a-Agreement with City of Stockton, 1952
 - b-Letter, 1951
- 2.4.23: Miscellaneous: Report to Earl Warren, 1945
- 2.4.24: National: "The Bulletin" (January and February, 1948)
- 2.4.25: National: Statement of Insular and Foreign War Relief
 - a-Value of Overseas Emergency Relief, 1939 - 1946
 - b-Insular and Foreign Operations Narrative Report, Quarter ending Mar. 31, 1947
- 2.4.26: National: 70th Anniversary, ARC 1951: Publicity Information
- 2.4.27: National: National Convention, 1951
 - a-Convention letter and brochure
 - b-Letter concerning resolutions for the convention
- BOX 5: MISCELLANEOUS, 1970 - 1998**
 - 2.5.1: Administrative: Annual Meeting Minutes, 1993 - 1994
 - 2.5.2: Administrative: Annual Meeting Program, 1998
 - 2.5.3: Administrative: Closed File list [cases which were active as of 11/1/94, and will be retired as of 12/31/94 (2)]
 - 2.5.4: Administrative: Code of Conduct Certification 1994 [Members of the Board of Directors signed Code of Conduct documents (2)]
 - 2.5.5: Administrative: Committee Meetings Minutes July 1993 - Sep. 1994
 - a-Executive Committee
 - b-Fact Finding Committee
 - c-Operations Committee
 - 2.5.6: Administrative: Correspondence 1994(5)
 - 2.5.7: Administrative: Diversity Plan Feb. 1994(2)
 - 2.5.8: Administrative: Employee and Individual files
 - a-James D. Mueller [Workman's Comp. information] 1994
 - b-Camille Green [Correspondence regarding Ms. Green's suspected fixing of test scores, and problems around a poor recommendation] 1994
 - 2.5.9: Administrative: Financial
 - a-Fund raising activities sheet, Jan.1 - July 30 1994
 - b-List of 1994 donors
 - c-Agreement for sale of copy machine

- d-Long Range Plan, 1993 - 1998 (2)
- e-Financial Reports, June 30, 1994 (2)
- f-Twin Arbors Athletic Club correspondence
- g-Copy of Tax Forms, 1992
- h-Business Membership applications
- i-Combined Federal Campaign packet
- j-Development Office expectations and planning
- k-By-laws, revised July 21, 1994
- l-"For all of philanthropic practice, there are two over-arching questions..." (2)
- m-"Understanding the Fund Raising Cycle" (2)
- n-Boss, Deller, Fox and Co. file [accountants]
- o-Property Information, Corporate Insurance Plan Form 5833
- p-Wiggins & Associates report [report appraises the RC property at 747 N. Pershing Ave, and makes suggestions for selling and renting property, as well as looking at other properties]
- 2.5.10: Administrative: Bank Pass Books, 1979, 1981 - 1983
- 2.5.11: Administrative: Montgomery Environmental file [correspondence and court information concerning a past - due bill for CPR training]
- 2.5.12: Administrative:"Notice" Series
 - a-"Computers and Systems" (2)
 - b-"Development" (2)
 - c-"Finance and Accounting" (2)
 - d-"General Supply" (2)
 - e-"Health and Safety"
- 2.5.13: Administrative: Rechartering, 1994
 - a-Chapter Rechartering Jurisdiction Certification sheet (2)
 - b-Phase II summary sheet (2)
 - c-"Explanation of 2.4..." (2)
 - d-Documentation checklist (2)
 - e-Letter regarding receipt of Rechartering Kit (2)
- 2.5.14: Administrative:"Tools of the Trade" packet
- 2.5.15: Disaster: 1986, 1993 - 1994
 - a-"Basic Instructions for Local Disaster Volunteers" [pamphlet]
 - b-"Water Supply Outlook" 1986
 - c-Disaster Chairman job description and memo regarding expectations
 - d-Disaster Relief Report, 1993 - 1994 (3)
 - e-Disaster Council Meeting packet
 - f-Letter regarding "Standards of Identification for Disaster Workers..."
- 2.5.16: Disaster: Earthquake 1989---"Meeting the Loma Prieta Challenge"
- 2.5.17: Disaster: Flood 1986---Awards certificates
- 2.5.18: Disaster: Flood 1986---List of Volunteers
- 2.5.19: Disaster: Plastic "Disaster Service" signs (10)
- 2.5.20: Miscellaneous: ARC file folders (3)
- 2.5.21: Miscellaneous: Pamphlets
 - a-"The Red Cross Emblem" [pamphlet]
 - b-"People Helping People" [pamphlet]
 - c-"The Instructional Red Cross" [pamphlet]
 - d-ARC Mission Statement
 - e-Letter regarding CHERS
 - f-Board of Directors list (2)
 - g-Letter regarding "Contract with Federal Express"
 - h-"Corporate Identification Standards at a Glance" [pamphlet]
 - i-Letter regarding "Advance Notification of Changes in Financial Recording..."
 - j-Position Opening announcement, 1977
 - k-Position Opening announcement, 1980
 - l-Reprint from 1898 minutes book.
 - m-List of names
 - n-Stockton Corral of Westerners 1995 Roster/Calendar

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- 2.5.22: Training and Services: Exceptional Volunteer Service Awards (3)
 - 2.5.23: Training and Services: "Guide to Services" 1993
 - 2.5.24: Training and Services: "Monthly Report of Health and Safety Course Activities"; Valley Health and Safety file
 - 2.5.25: Training and Services: Katie Romanek, 1994
 - a-Letters (3)
 - b-Clippings (2)
 - 2.5.26: Publicity: Newspaper Clippings, Sep. 1976 - Nov. 1979
 - 2.5.27: Publicity: Miscellany
 - a-New Building Kickoff Party invitation, 1987
 - b-Art Exhibition and Auction invitation, 1989 (2)
 - c-Press Releases
 - d-Pancake Breakfast flyer
 - e-Copy of newspaper ad for United Way
 - 2.5.28: National: "Countdown" Sep. 1994 (2)
 - 2.5.29: National: United Way
 - a-Financial Statements, June 30, 1994
 - b-Managing volunteers
 - Box 6: Photographs (number denotes number of different images)
 - 2.6.1: Local: Blood Donation (4)
 - 2.6.2: Local: Flood, 1950 (2)
 - 2.6.3: Local: Flood, Winter 1955 - 1956 (35)
 - 2.6.4: Local: Friendship Boxes, 1970 (8)
 - 2.6.5: Local: Fund Campaigns (24)
 - 2.6.6: Local: Local Training (11)
 - 2.6.7: Local: Miscellaneous
 - a-Day Nursery - Junior Red Cross - Late 1920's/ early 1930's (1)
 - b-WWI Ambulance
 - c-COP Dance (2)
 - d-Parade Float with Boy Scouts (3)
 - e-Awards 1955(4), n.d. (1)
 - f-People Mopping (1)
 - g-Merced International Culturefest (1)
 - h-People (15)
 - i-Flood, n.d. (1)
 - j-Construction of Red Cross Facility 747 N. Pershing - slides (30)
 - k-Opening of Red Cross Facility 747 N. Pershing - print (1)
 - l-Flood, 1997 (4)
 - m-misc. (5)
 - n-Junior Chamber of Commerce Regatta County Fair, 1959 (1)
 - 2.6.8: Local: Nurse Aid Training (19)
 - 2.6.9: Local: Nursing (3)
 - 2.6.10: Local: Relief, San Joaquin County (3)
 - 2.6.11: Local: San Joaquin County People Abroad (7)
 - 2.6.12: Local: Services (6)
 - 2.6.13: Local: Training (2); CPR Saturday, 1984 (18)
 - 2.6.14: Local: Volunteers and Staff (27)
 - 2.6.15: Local: Photo Album 1(16) [album photocopied before placement of prints in sleeves]
 - 2.6.16: Local: Photo Album 2 (108) [album photocopied before placement of prints in sleeves]
 - Box 6a: Photographs: National
 - 2.6.17: Disaster - outside California
 - a-Flood in Connecticut Aug. 24, 1955 (2)
 - b-Flood in Missouri and Illinois (6)
 - c-Hurricane Celia, Aug. 1970 (8)
 - d-Flood in Washington, April 12, 1949 (2)
 - e-Miscellaneous (7).
 - 2.6.18: Hungarian Relief, 1956 (39)

- 2.6.19: Services
 - a-Gray Ladies (5)
 - b-Nursing (5)
 - c-Blood (1)
 - d-Communication Service for Soldiers (2)
 - e-Motor Service (1)
 - f-Arts and Skills Service (1)
 - g-Medical (2)
 - h-Relief to German Youth (1)
 - i-Performance for servicemen (1)

- 2.6.20: Training
 - a-Water Safety (4)
 - b-Health Education (1)
 - c-Injury (1)

2.6.21: Miscellaneous

2.6.22: Northridge Earthquake, 1994 (20 slides, 24 images)

2.6.23: Korean War Publicity, 1952 (3)

Box 7: Fund Campaign Publicity Reports [These 300+ page reports document the Fund Campaigns in great depth, providing copies of letters, press releases, photographs, and advertising. Similar reports can be found for 1944 (2.2.5), and 1945 (2.2.8 and 2.2.13), however, they are shorter in length and do not contain as much information as these later reports.]

- 2.7.1: Publicity Report of 1947 Red Cross Fund Campaign
- 2.7.2: Report: Public Information and Public Relations, 1948 (3)
- 2.7.3: Report: Public Information and Public Relations, 1949 (2)
- 2.7.4: "Master Book" 1945, Stella Swenson - Contains lists of committees, volunteers
- 2.7.5: "Master Book" 1947, Stella Swenson

Box 8: Ephemera

- 2.8.1: Junior Red Cross Flag
- 2.8.2: Cardboard Red Cross
- 2.8.3: "Angels of Mercy," by Irving Berlin. Sheet Music

SERIES III: NATIONAL PUBLICATIONS

Box 1: Training Manuals and Publications

- 3.1.1: Red Cross Service Record: Accomplishments of Seven Years, 1939-1946
- 3.1.2: Red Cross Organization and Services, January 1943
- 3.1.3: Volunteer Service Manuals (1948-1956) [9 items]
- 3.1.4: Red Cross Home Nursing, 1942
- 3.1.5: Home Nursing Textbook, 1963
- 3.1.6: Life Saving & Water Safety, November, 1966
- 3.1.7: First Aid Text-Book, General Edition, 1925; rev. ed. 1937; rev. ed. 1945 [3 items]
- 3.1.8: "First Aid: Program Planning for Chapters," September, 1962
- 3.1.9: Advanced First Aid & Emergency Care, 1979
- 3.1.10: Standard First Aid & Personal Safety, 1979
- 3.1.11: First Aid and Emergency Care Workbook, 1990
- 3.1.12: Standard First Aid, 1993
- 3.1.13: "Disaster: Relief Accounting," August 1953
- 3.1.14: "Safety and Survival in an Earthquake," August, 1982 (2 copies)
- 3.1.15: "California Disaster Data Network," Spring 1994
- 3.1.16: "Disaster Plan," San Joaquin County Chapter, November, 1994

Box 2: Periodicals:

- 3.2.1: The Courier (1942-1950) [incomplete run]
- 3.2.2: The Volunteer (1947 - 1950) [incomplete run]
- 3.2.3: Disaster (1947-1950) [incomplete run]
- 3.2.4: World-Wide (1947-1948) [incomplete run]

SERIES IV: NEWSPAPER CLIPPINGS, UNBOUND

Box 1: Chronological (evaluation of this box remains to be completed)

- 4.1.1: 1986
- 4.1.2: 1987
- 4.1.3: 1988
- 4.1.4: 1989
- 4.1.5: 1990
- 4.1.6: 1991
- 4.1.7: n.d.