

SHELF LISTING

A. RECORDS OF THE L.H. KINNARD CHAPTER

Container

ADMINISTRATIVE FILES

Petition to form the Central Pennsylvania Chapter 7 of the Telephone Pioneers of America, 1922 (Name later changed to L.H. Kinnard Chapter in 1935)	OVERSIZE BOX 1 folder 1
Charter of the Central Pennsylvania Chapter 7 of the Telephone Pioneers of America, 1922	folder 2
Constitution and By-Laws, 1922	CARTON 2 folder 3

Chapter Records, 1923-1933, 1943-1988

Records typically contain administrative files from Chapter 7, 1923-1933 and the Harrisburg Council of the L.H. Kinnard Chapter, 1943-1988. The records contain: Annual Statements, Chapter Convention Attendance Lists, Chapter Convention Information, Meeting Minutes, Treasurers' Reports, and Membership Records.

1923	folder 4
1924	folder 5
1925	folder 6
1926	folder 7
1927	folder 8
1928	folder 9
1929	folder 10
1930	folder 11
1931	folder 12
1932	folder 13
1933	folder 14
1943	folder 15
1944	folder 16
1946	folder 17-18
1947	folder 19
1949	folder 20-21
1956	folder 22
1957	folder 23
1958	folder 24-26
1959	folder 27
1960	folder 28-29
1961-1967 Photographs, apparently originally part of administrative	folder 30

folder files, but were later separated, then grouped together and returned to the file as a unit. Some are dated but some are not, so they could not all easily be returned to their proper places.

1961	folder 31-32
	CARTON 3
1962	folder 33-34
1963	folder 35
1963-1966	folder 36
1969	folder 37-38
1970	folder 39
1971	folder 40
1972	folder 41-42
1973	folder 43
1976	folder 44
1977	folder 45-46
1978	folder 47
1978-1979	folder 48
1980-1982	folder 49-50
	CARTON 4
1982-1985	folder 51
1987	folder 52
1988	folder 53

President's Handbooks, 1971-1975, 1977-1979

The typical contents of the file include Correspondence, Chapter Goals, Executive Meeting Minutes, and Lists of Officers.

1971-1972	folder 54
1973-1974	folder 55
1974-1975	folder 56
1977	folder 57
1978	folder 58-61
1979	folder 62-63

"Chapter Council Handbook"

Council Territory Description, Membership Reports, Administrative Reports, 1973	folder 64
Guidelines for executive officers and meeting procedure, 1981-1988	folder 65

Regional Meeting Files, 1951-1956, 1958, 1959,
1962

Agendas and Meeting Minutes	folder 66
Secretaries' Meeting Minutes, 1950-1959,	folder 67

1961, 1965

Pioneer Day Records, 1970-1971

Time Table for Pioneer Day; Correspondence relating to Pioneer Day; Goals and Planning Guide	folder 68
Publicity and Promotion Material; Headquarters Committee Meeting Minutes	folder 69
Pioneer Day Committee Meeting Minutes	folder 70
Historical Information; Idea Summary	folder 71
Novelty Gift Item Brochures and Pamphlets; Region Songs	folder 72
General Assembly Meeting Files, 1958-1962	folder 73-76
<u>Educational Opportunities Committee File,</u> undated	CARTON 5 folder 77-78

The purpose of the Educational Opportunity Program is to encourage personal growth of members of the Telephone Pioneers of America through self-renewal and self-improvement courses. The file contains guidelines for establishing a program.

Miscellaneous Undated Records, undated folder 79

FINANCIAL AND ACCOUNTING RECORDS

Chapter Audit Procedure; Chapter Audit, 1985	folder 80
Monthly Statements, 1924-1932	folder 81
Monthly Statements, 1933-1939	folder 82

SPEECHES AND RELATED MATERIAL FROM THE FILES OF
EDWARD BROWNE, [ca. 1970-1972]

Correspondence; "Drugs - Their Use and Effect" Slide Presentation Script; "Pioneering is Doing" Slide Presentation Script; Photographs	folder 83
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HISTORY RECORDS, 1982-1983

Lines of Communication Newsletters folder 84
*Bell of Pennsylvania request
for rate increase records* folder 85
Retirement and Obituaries folder 86

NEWSLETTERS

Council Newsletters, [ca. 1958-1981]

Newsletters published for the Life Members
of the Kinnard Chapter, including:

Allentown, 1975-1981 folder 87
Anthracite, 1975-1979 folder 88
Council of Roses, 1975-1981 folder 89
Harrisburg Council, 1975-1979 folder 90
Hazleton Council, 1975-1981 folder 91
John Davis Council, 1976-1981 folder 92
Keystone Council, 1976-1980 folder 93
Lehigh Valley Council, 1978-1980 folder 94
North Branch Rambler, 1958-1962 folder 95-96
Reading Council, 1977, 1980 folder 97
Susquehanna Council, 1975-1976 folder 98
Tom McKeon Council, 1976-1978 folder 99
Williamsport Council, 1975-1976 folder 100
Wilkes-Barre Council, 1976-1981 folder 101

News Digest, 1985-1987 folder 102

Telephone Pioneer, 1948-1957 folder 103-104

CHARITABLE PROJECT FILES

"PBX" Switchboard Therapy Associated with Retardation Project File, 1967 folder 105

Physical Exercise Park Project File, 1986-1987 folder 106

Woodsy Owl Anti-Pollution Project File, 1982 folder 107-109

War Against the Gypsy-Moth Project File, 1979 folder 110

Hearing-Impairment Project File, undated folder 111

BOXES 6 & 7

Community Service Scrapbooks, 1978-1981

1978-1979 folder 112-118

1979-1980	folder 119-123
1980-1981	folder 124-131
	CARTON 5
Sports Jamboree Artifacts, 1983 (stickers, patches, pins, headband)	folder 131A

PERSONNEL AND SOCIAL ACTIVITY FILES

Obituaries, 1983-1984	folder 132
Life Member Directory, 1983	folder 133
<u>Life Member Records, 1983-1984</u>	
Spring Luncheon 1983 Photographs; Correspondence	folder 134
Pictorial Potpourri Photographs	folder 135
Spring Luncheon 1994 Photographs; Correspondence; Newspaper Clippings; Activity Flyers	folder 136
Meeting Minutes, Activity Flyers; Newsletters	folder 137

Anniversary and Retirement Party File

1960-1962	folder 138
1963-1965	folder 139
Holiday Greetings, [ca. 1935-1959]	folder 140

see also Chapter Personnel Photographs

HISTORIES AND HISTORICAL INFORMATION COMPILED BY THE CHAPTER

Personal Histories, Active Members,
[ca. 1922-1951]

Biographical Summaries of active members
in the L.H. Kinnard Chapter, including
photographs of members.

	CARTON 8
Individuals A-B	folder 141
Individuals C-E	folder 142
Individuals F-G	folder 143
Individuals G-H	folder 144
Individuals J-L	folder 145
Individuals M	folder 146
Individuals N-S	folder 147
Individuals S-T	folder 148
Individuals W-Z	folder 149

Personal Histories, Deceased Members,
[ca.1922-1951]

Biographical Summaries of deceased members
in the L.H. Kinnard Chapter, including
photographs of members.

Individuals A-M	folder 150
Individuals M-Z	folder 151
<i>Career of Alexander Graham Bell</i> Publication, 1946	folder 152
Harrisburg Telephone Directory, 1880	folder 153
History of Transportation used by the Telephone Industry, 1950	folder 154-155
<u>History of Telephone Communication in the Central Area of the Bell Telephone Company of Pennsylvania, 1952, (2 copies)</u>	
Forward, Chapter 1 - Chapter 6	folder 156
Chapter 7 - Chapter 12	folder 157
Chapter 13 - Chapter 17	folder 158
Chapter 18 - Chapter 20	folder 159
2nd copy chapters 1 - 20	folder 160-163
History of the Central Pennsylvania Telephone and Supply Company, 1879-1901, (2 copies)	folder 164
History of the Central Pennsylvania Telephone and Supply Company, 1879-1892	folder 165
Story of the Telephone in Harrisburg and Dauphin County, undated	folder 166
<u>"Cutsfor"? History of the Kinnard Chapter</u> [ca. 1947-1955]	
"Do Histories Pay Off?" Transcription of a talk delivered by George L. Long, 1953; Correspondence relating to preservation of Pioneer history; Photographic history, include photos of Harrisburg and Bell Telephone Co.	folder 167
Continuation of Photographic History	folder 168

PHOTOGRAPHS

Sports Jamboree Photographs, 1983-1992

Photographs of the Sports Jamboree, an annual charitable event sponsored by the Kinnard Chapter. Each photograph envelope contains two items unless otherwise marked.

Photographs, 1983	BOX 9 envelope 1-90
Photographs, 1984	envelope 91-182
Photographs, 1985	BOX 9-10 envelope 183-419
Photographs, 1986	BOX 10 envelope 420-505
Photographs, 1992	BOX 10-11 envelope 506-748

Oversize items - were intermixed within albums and have been placed in letter size acid-free folders labeled as photographic folders.

Photographs, 1983	photographic folder 59
Brochure, 1983	photographic folder 63
Entry Form, 1983	photographic folder 64
Brochure, 1984	photographic folder 85
Informational Program	photographic folder 182
Program and Brochure	photographic folder 433

Keystone Games Photographs, undated	BOX 6
	BOX 11 envelope 749-854

Corresponding negatives are stored separately, see end of list for location.

Chapter Personnel Photographs,
[ca. 1930-1947]

Alphabetically arranged by last name of Chapter Member, includes members employment position in the telephone	envelope 855-958
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company and employment location

HISTORICAL PHOTOGRAPHS COMPILED BY THE CHAPTER

Central Offices in the Central Area of
Bell Telephone Company Photographs,
[ca. 1913-1927]

An index of Photographs may be found
on the title page of the photograph
album.

Fire, Flood and Storm Damage Photographs,
[ca. 1913-1927]

Northern Pennsylvania Telephone Society
Outing Photographs, 1921

MISCELLANEOUS PHOTOGRAPHS

25th Anniversary of the Telephone
Pioneers Reception Photograph, 1936

Kinnard Chapter Photographs, [ca. 1938,
1976-1979]

Photographs from chapter events and
activities, including:

Undated, Unidentified Photographs

photographic
folder 987

Unidentified Photographs, 1976-77

photographic
folder 988

Atlantic City Convention,
1976-1977

photographic
folder 989

Community Service Symposium,
1977

photographic
folder 990

Life Member Photographs -
Club Luncheon, 1977

photographic
folder 991

Pioneer Reunion, 1978

photographic
folder 992

1979 Photographs

photographic
folder 993

"Betsy Ross", including written

photographic

BOX 11-12
envelope 959-979
photographic
folder 980-981

BOX 12
photographic
folder 82-984

photographic
folder 985

OVERSIZE BOX 1
photographic
folder 986

BOX 13

description	folder 994
Anthracite Council Photograph	photographic folder 995
Executive Conference Photographs, 1956-1960	photographic folder 996
"44th Pioneer Assembly" Photographs, 1969	photographic folder 997
Pitman Service Training School Photographs, [ca. 1964]	photographic folder 998
"PBX" Switchboard Photographs, 1967	photographic folder 999
	BOX 14
Construction of Physical Fitness Exercise Photographs, undated	envelope 1000-1004
	BOX 13 & BOX 14
Community Service Activities Photographs, undated	envelope 1005-1009 photographic folder 1010
Miscellaneous Photographs from Unidentified Albums, 1938 and undated	photographic folder 1011 envelope 1012-1055
Miscellaneous Unrelated Photographs, [ca. 1896-1981]	envelope 1056-1074 photographic folder 1075-1081
	BOX 7
Miscellaneous Slides, undated	photographic folder 1081A
	OVERSIZE BOX 15

MISCELLANEOUS MATERIAL OF DONALD DIETRICH

Signatures of Kinnard Chapter Members reaffirming values of Declaration of Independence and Constitution, undated	folder 169
Dietrich Retirement Posters, 1985	folder 170
Historical Records, [ca. 1971-1982]	folder 171

MISCELLANEOUS RECORDS, [ca. 1934, 1986]

Goofy Yarns and Memories book by

CARTON 8
folder 172

"Pioneer Pete"

Miscellaneous Items

B. RECORDS OF THE NATIONAL TELEPHONE PIONEERS OF AMERICA

CARTON 16

ADMINISTRATIVE FILES

Annual Reports, 1950-1952	folder 173
General Assembly Report, 1980	folder 174
General Assembly Conference Menus, 1985	folder 175
Pioneer Chapter, Council and Club Guidelines, undated	folder 176

CHARITABLE PROJECT FILES

Helping the Handicapped Guide File, [ca. 1973-1974]	folder 177
Audible Easter Egg Project File, 1979	folder 178
Educational Excellence Award Project File, 1994	folder 179
"Pioneers Accelerating Change in Education" Guide, 1944, (3 copies)	folder 180-181

OTHER TELEPHONE PIONEER CHAPTERS' RECORDS

Liberty Bell Chapter History Publication, [ca. 1961], 2 books	folder 182
Liberty Bell Chapter Constitution, 1924	folder 183
Fort Pitt Chapter History Publication, [ca. 1961], 1 book	folder 184

<u>THE TELEPHONE PIONEERS OF AMERICA, 1911-1961</u> Published History, 1 book	folder 185
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<u>MISCELLANEOUS RECORDS, [ca. 1964-1984]</u>	folder 186
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Telephone Pioneers of America
informational brochure

Telephone Pioneer publication, 1984

Newspaper Clipping

C. RECORDS OF BELL TELEPHONE COMPANY

CHARITABLE PROJECT FILE

Education Equipment Project File, undated folder 187

PUBLICATIONS

The Telephone News Newsletters

January - June, 1916 folder 188

July - December, 1916 folder 189

1935 folder 190

1936 folder 191

Special Newsletter dedicated to
company personnel serving in
Armed forces during World War
II, 1946 folder 192

Enlarged Edition, 1911, 1976

BOX 7

folder 193

CARTON 16

Articles from *Electrical World*, 1886-1887 folder 194

Television publication, 1936 folder 195

Electricity for the Telephone Man
publication, 1955 folder 196

Bell Telephone Magazine, 1982-1981 folder 197

Conference on Zoning as Affecting
Telephone Problems, 1923 folder 198

General Health Course for Women of the
Bell Telephone System, 1926, folder 199

Nutrition Course for Women, undated folder 200

Understanding Today's Telephone Bill,
1984 folder 201

Cincinnati and Suburban Bell Telephone
Co. 75th Anniversary Celebratory
Booklet, undated folder 202

CORRESPONDENCE COURSE RECORDS

Application of Electricity and Magnetism
to Transmission in the Telephone Plant
Advanced Correspondence Course, 1938 folder 203-204

Anti-side Tone Equipment Elementary folder 205
Correspondence Course, 1952

WAR AND DISASTER FILES

406th Telegraph Battalion Records, 1919

OVERSIZE BOX 1

Telegraph Battalion Membership
Certificate, 1919 folder 206

Typed Description of the
Telegraph Battalion and
Reception Photographs, 1919 folder 207

Literature describing efforts of Bell
Company during World War II,
[ca. 1945-1946]
*see also *Telephone News Newsletters, 1946*
Dedication Publication*

CARTON 17
folder 208

Operation and Engineering Report for the
Flood of March, 1936 folder 209

Correspondence, News Releases, Newspaper
Clippings for Flood of 1972 folder 210

News Bulletins, 1972 folder 211
see also 1972 Flood Photographs

Three Mile Island Disaster Literature,
1979 folder 212-213

News Bulletins
Newspaper Clippings
Newsletters

ENGINEERING AND TECHNICAL RECORDS

Equipment Numbering Blueprints, 1904 BOX 7
folder 214

Engineering and Specification Reports,
[ca. 1905-1907] folder 215

Maintenance and Safety Reports and
Regulations, [ca. 1905-1907] folder 216

C.U. Shank, District Superintendent of
Plant, Records, 1920-1922 CARTON 17
folder 217

Correspondence
Photographs
Pole Raising Description

"Machine-Switching" Manual, 1925	folder 218
Methods of Tracing, Operational Tests, and Connectors for Alarms Instruction Manual, 1935	folder 219
"110A" Power Plant Manual, 1945	folder 220
Dial Switching System Training Manual, 1952, (2 copies)	OVERSIZE BOX 15 folder 221
Item Codes and Marketing Information Handbook, 1973	CARTON 17 folder 222
"750A PBX" Description and Instruction Manual, 1980	folder 223
Unidentified Charts, undated	BOX 7 folder 224
Equipment Descriptions, undated	folder 225
<u>RECORDS OF PREVIOUS TELEPHONE EMPLOYEE SOCIETIES,</u> 1874-1916	CARTON 17 folder 226

Southern Pennsylvania Telephone
Company Records

Telephone Society of Harrisburg
Constitution and By-Laws

PHOTOGRAPHS

Photographs of Charles H. Davenhall,
[ca. 1925-1931]

BOX 18
envelope 1082-1108

Most photographs are identified on back
of individual pictures and include
photographs of telephone employees
and telephone equipment.

1972 Flood Photographs	envelope 1109-1127
"Paxtang" Machinery Photographs, 1981	envelope 1128-1134
Three Mile Island Disaster Photographs, 1979	BOX 13 photographic folder 1135
Harrisburg Division Plant School Photographs, [ca. 1923-1925]	photographic folder 1136

BOX 19

Photographs of Tools and Material,
[ca. 1928-1949]

Supporters and Tools	photographic folder 1137
Pipe Pushers and Wires	photographic folder 1138
Miscellaneous Equipment	photographic folder 1139
Covers, Central Offices, Storm of March 1932	photographic folder 1140
Conduit, poles, reinforcement, sets, tests, signs, skids	photographic folder 1141
Amplifier, digger, reels, trailers	photographic folder 1142

Introductory Training Class Photograph,
1929

OVERSIZE BOX 1
photographic
folder 1143

Miscellaneous Photographs from
Unidentified Photograph Albums
[ca. 1907-1928]

BOX 18
envelope 1144-1178

Miscellaneous Unrelated Photograph,
undated

BOX 7
photographic
folder 1179

MISCELLANEOUS RECORDS, [ca. 1941-1987]

CARTON 17
folder 227

MISCELLANEOUS UNRELATED RECORDS,
[ca. 1976-1987]

folder 228

NEGATIVES

(BOX 20)
envelope 1-69

Will probably be filed with other
archives negatives in the future.

PROCESSING NOTES:

Pick Up or Delivery:


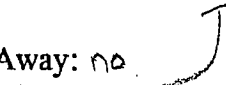
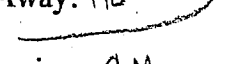

Creator/Source of Records: Leonard Kinnard Chapter, Telephone Pioneers of America
Schedule Number: —
Their Title/Way of Describing the Records: Telephone Pioneers of America, Leonard Kinnard Chapter
Their Contact Person: Debbie Eagle
Date of Pick Up/Delivery: 6-29-95
Archivist in Charge of Pick Up/Delivery: Linda Ries
Their Storage Location of Records: unknown
Original Order, if known: not certain
Order Upon Arrival to Archives: random

Accessioning:

Accession Number: 2492
Accessioning Archivist: Bown
Date Accessioned: 7-13-95
Nature of Accession: Gift, Deposit, Loan
Inventory Work Done to Facilitate Accession: none
Where New Accession Placed for Interim Storage?: L. 11 4235-4271

Processing Strategy:

Processing Archivist: Amanda Wild
Date Processing Began: July 8, 1997
Date Processing Completed: August 5, 1997
Initial Appraisal:

Processing Strategy - General Statement: Refer to Processing Notes
Arrangement: 
Duplicates Thrown Away: no 
Physical Housing: 
Location After Processing: GM.
(Attach map or flowchart if needed to explain former and new structure of the collection) 

Description:

For Each Finding Aid Created: (Yellow Sheets, Computer Listings, Databases or Indexes, etc.)
Type of Finding Aid (include level/depth): Computer Listing - WPSI - SRC note
Reason for Choice of that Type: Proc Note
By Whom Created: Amanda Wild
When Begun and Completed: August 6 - August 14
Summary sheet
Listings

For Each Narrative Description Written:
Type: Scope & Content Note
Writer: Amanda Wild
Date Completed: 8-14-97

MG-454