



DALLAS HISTORICAL SOCIETY
"Remembering Dallas' past builds her future"

Women's Service League records, 1959-2002 [bulk dates 1989-1992]

Overview

Creator:	Women's Service League
Title:	Women's Service League records
Dates:	1959-2002
Abstract:	The Women's Service League records contains information pertaining to agencies they supplemented, tax and legal information, member information, officer and organizational information, financial information, programs and events held by WSL to benefit the organizations and the participating agencies, and slides of photos for numerous WSL events.
Identification:	2004.14
Quantity:	3.83 linear ft. (3.5 boxes)
Language:	Material is in English
Repository:	Dallas Historical Society

Biographical Note

The Women's Service League of Dallas was established in 1959. Its originating name was the Park Cities Big Sisters, then it was changed to Dallas County Big Sister, then to Dallas Big Sisters, and then arrived at its final name of Women's Service League of Dallas in 1986. The two founding members, Ann Buchanan and Mrs. R.M. Potts, felt the need for an organization to help young Dallas girls better themselves and their lives, and this is where WSL came in.

WSL's mission was to supplement existing organization that already provided this vital service.

The WSL's programs and events were run entirely on volunteer service by those who were members of the group themselves or by those who wished to help young women with the WSL. The first organization to receive WSL's help was the juvenile detention home, and grew to more than 20 more organizations by the end of their run. Every program and event was put on in order to raise the confidence and self-esteem of every young girl within the partner agency and the Dallas/Fort Worth area. WSL had received many awards and accolades for their dedicated service to women and the community. In 2004, the Women's Service League ceased operations after almost 50 years in existence.

Scope and Contents Note

The records of the Women's Service League of Dallas consist of information and materials gathered throughout the League's history, from 1959-2004. The materials include letters and notes, reports and summaries, minutes, info sheets, financial documents, legal information, and photo slides.

The collection has three series: Financial records, membership records, and organizational records. The first series, financial records (1976-1996), contains all financial information for WSL, including operating budgets for all WSL programs and events, WSL expenses, IRS and tax info for WSL, annual business reports, and copies of membership due checks. Series II, membership records (1972-2002), contains all membership records for WSL including member lists, member fact sheets, meeting minutes, WSL officer info, speeches and letters, and WSL yearbooks. Series III, organizational records (1959-1996), contains all organizational information for WSL, including partner agency info and facts, WSL info, all fundraising info, auction and donor info, underwriting packets, WSL by-laws, WSL event city permits, state records for WSL, WSL sponsors, and slides of photos for numerous WSL events. Any person wishing to research the Women's Service League should find this information very beneficial to their purpose.

Arrangement of the Collection

The collection is organized into three series:

Series I: Financial records, 1976-1996

Series II: Membership records, 1972-2002

Series III: Organizational records, 1959-1996

Restrictions

Access Restrictions

Collection is open for research use.

Publication Rights:

Permission to publish materials must be obtained from the staff of the Dallas Historical Society.

Copyright Statement:

It is the responsibility of the user to obtain copyright authorization.

Sensitive Material Statement:

Manuscript collections and archival records may contain materials with sensitive or confidential information that is protected under federal or state right to privacy laws and regulations. Researchers are advised that the disclosure of certain information pertaining to identifiable living individuals represented in this collection without the consent of those individuals may have legal ramifications for which the Dallas Historical Society assumes no responsibility.

Index Terms

This collection is indexed under the following terms.

Subjects (Organizations)

East Dallas Community School

Genesis Women's Shelter -- Dallas

Girl's Club -- Dallas

Lone Star Council of Campfire -- Dallas

Camp Esperanza

CHANCE -- Dallas

Dallas CAN! Academy
Dallas County Juvenile Detention Center
Dallas County Youth Village
Dallas Habitat for Humanity
The Family Place-- Dallas
Children's Medical Center -- Dallas
National Children's Day -- Dallas
Girl's Adventure Trails -- Dallas
Neighborhood Service Council, Inc. -- Dallas
I Have a Dream Foundation -- Dallas
Letot Center -- Dallas
Open Arms/Bryan's House -- Dallas
Our Friend's Place- The Episcopal Girls' Home -- Dallas
Partnership for Prevention -- Dallas
Save the Children -- Dallas
Shunn's Place-- Dallas
Sudie L. Williams Elementary School -- Dallas
Texas Agriculture Nutrition Program -- Dallas
Promise House -- Dallas
"Who Do We Support?" -- Dallas
Women's Council of Dallas County, Inc. -- Dallas
YWCA -- Dallas
Park City Big Sisters -- Dallas

Subjects

Philanthropy -- Dallas

Women's organizations -- Dallas

Alternate Titles

Historical Manuscripts Collection

Administrative Information

Preferred Citation

Collection of the Dallas Historical Society, Women's Service League.

Detailed Description of the Collection

Series I. Personal Papers, 1971-2000

Series I items are financial records, which include budgets, expenses, taxes, reports, copies of checks. Folders are arranged alphabetically within the series. Series I is 11 folders, .21 linear feet.

Box Folder

1	1	Accountant information, 1991 Pertinent info of WSL accountants.
	2	Annual business reports, 1990-1992 Reports on general WSL business and finances.
	3	Budget (general, fundraising, operating), 1976-1993 Reports on general WSL business and finances.
	4	Copies of checks, 1993-1995 Reports on general WSL business and finances.
	5	Disbursement information, 1991-1992 Letters about disbursement info to agencies.

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| 6 | Expenses, 1994 | Summaries and reports on WSL expenses. |
| 7 | Income taxes, 1991-1992 | Summaries and reports on WSL expenses. |
| 8 | IRS 501(c)(3) designation forms, 1991 | WSL IRS non-profit status forms. |
| 9 | Mastercard/Visa application, 1990 | Pertinent info of WSL accountants. |
| 10 | State tax exemption forms, 1991 | WSL state tax exemption forms. |
| 11 | Treasurer duties and info, 1987-1988 | WSL state tax exemption forms. |
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Series II. Membership records, 1972-2002

Series II items found within this series are membership records, which include members, member info, meeting minutes, officer info, etc. Folders are arranged alphabetically within the series. Series II is 38 folders, 1.44 linear ft.

Box Folder

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|----|----|---------------------------------|---|
| 2 | 12 | Member contact lists, 1996-1999 | WSL member phonebook. |
| 13 | 13 | Officer Binder, 1987-1997 | All information from WSL officer in green binder includes:
calendar of events, sign in sheets, location maps, meeting minutes,
disbursement list, operating budget, summary of VP officer duties. |

- 14-22 Officer Binder, 1992-2006, undated
- All information from WSL officer in green binder includes:
 calendar of events, sign in sheets, location maps, meeting minutes,
 disbursement list, operating budget.
- 23 Officers/Duties, undated
- All information from WSL officer in green binder includes:
 calendar of events, sign in sheets, location maps, meeting minutes,
 disbursement list, operating budget.
- 24-25 President's Binder undated
- All information from WSL officer in green binder includes:
 calendar of events, sign in sheets, location maps, meeting minutes,
 disbursement list, operating budget.
- 26 Secretary Notes Binder, 1996-1997
- All information and notes from WSL Secretary maroon binder.
- 27 Prospective member lists and reception info, undated
- Lists of prospective members and their reception info.
- 28 WSL general info and member guide packets, undated
- WSL info and member guide packets.
- 29 WSL guide, 1994-1995
- Guide to WSL organization.
- 30 WSL member fact sheets, 1990-1991
- Member fact sheets.
- 31-36 WSL member fact sheets, 1990-2000
- Member fact sheets and due check copies.
- 37 WSL member info, 1972-1989
- Member information.
- 38 WSL new member info, undated

		New member guide, meeting minutes, and name tags.
39	WSL: President, 1984-1992	President's speeches and letters.
40	WSL yearbooks, 1989-1996	Member yearbooks.
41-49	Meeting notes, January-December, 1985-1992	Member notes.

Series III. Organizational records, 1971-2000

Items found within this series are organizational records, which include partner agency info, WSL info, fundraising, etc. Folders are arranged alphabetically within the series. Series III is 76 folders, 2.17 linear ft.

Box Folder

3	50	Advisory Board meeting notes, 1989-1992
		Advisory meeting notes
	51	Advisory Council luncheon, 1991-1992
		Advisory luncheon info.
	52	Advisory Council info, 1990-1991
		Advisory Council info.
	53	Awards and accomplishments, 1985-1992
		WSL awards and accomplishments.
	54	Big Sister/WSL name change, 1986
		Organization name change.

- 55 Conference Center location and rules, 1992
Meeting locations and rules.
- 56 Calendar of events, 1992-1993
WSL calendar of events.
- 57 Center for Non-Profit Management info, undated
Teaches how to run a non-profit.
- 58 Donor certificate forms, undated
Auction and money donor forms.
- 59 Executive Board meeting notes, undated
Executive Board notes.
- 60 Fashion Collection Show, 1994
WSL fashion show info.
- 61 Fundraiser, 1992-1993
Fundraising info.
- 62 Fundraiser guest list, report, questionnaire, undated
Summary of success, guest list, and buyer questionnaire.
- 63 General agency info, 1989
Agency info.
- 64 General fundraiser info, 1992
Fundraising info an facts.
- 65 Legal information, 1959-1996
All legal information for WSL.
- 66 Newsletters, 1994-1996
WSL newsletters.

- 67 Potential silent auction items, undated
Lists of potential silent auction items.
- 68 Program agendas, 1987-1992
WSL programs and event agendas.
- 69 Publicity/PR, 1988-1992
WSL publicity and PR info.
- 70 Role play solicitation, undated
Donor solicitation role play.
- 71 Silent auction correspondence, undated
Auction thank you notes and guidelines.
- 72 Silent auction donors, undated
Auction item donors.
- 73 Silent auction roster, 1988-1992
Lists of items, workers, agencies, etc.
- 74 Solicitation letters-silent auction, undated
Lists of items, workers, agencies, etc.
- 75 Sponsor lists, 1967-1992
WSL program event's sponsor lists.
- 76 State records, 1957-1991
WSL records on file with the state.
- 77 Sustaining letters, 1976-1990
Letters to agencies and donors.
- 78 Thank you notes, 1992
General thank you notes to organizations.

- 91 CHANCE tickets, 1990-1991
Partner agency information.
- 92 Children's Medical Center of Dallas, 1990-1991
Partner agency information.
- 93 Communities in schools, undated
Partner agency information.
- 94 Contact telephone counseling, 1991
Partner agency information.
- 95 Dallas CAN! Academy, 1992
Partner agency information.
- 96 Dallas County Juvenile Detention Center, 1991
Partner agency information.
- 97 Dallas County Youth Village, 1989-1990
Partner agency information.
- 98 Dallas Habitat for Humanity, 1992
Partner agency information.
- 99 Directory of children's services and needs, undated
Partner agency information.
- 100 East Dallas Community School, undated
Partner agency information.
- 101 The Family Place, undated
Partner agency information.
- 102 Genesis Women's Shelter, 1988-1992
Partner agency information.

- 103 Girl's Adventure Trails, 1989-1991
Partner agency information.
- 104 Girls Club, 1989-1992
Partner agency information.
- 105 Hispanic child care, undated
Hispanic child care info.
- 106 I Have a Dream Foundation, 1988-1990
Partner agency info.
- 107 Letot Center, 1990
Partner agency info.
- 108 Letters sent to agencies (RE: yearly donations), 1989
Partner agency info.
- 109 Lone Star Council of Camp Fire, 1981-1991
Partner agency info.
- 110 National Children's Day- October, 1990
Partner agency info.
- 111 Neighborhood Service Council, Inc., 1989-1991
Partner agency info.
- 112 Open Arms/Bryan's House, 1991-1992
Partner agency info.
- 113 Our Friend's Place-The Episcopal Girls' Home, 1989-1991
Partner agency info.
- 114 Partnership for Prevention, 1992
Partner agency info.

- 115 Promise House, 1987-1992
Partner agency info.
- 116 Save the Children, undated
Partner agency info.
- 117 Shunn's Place, 1990-1992
Partner agency info.
- 118 Sudie L. Williams Elementary School, 1991
Partner agency school.
- 119 Texas Agriculture Nutrition Program, 1989-1991
Partner agency program.
- 120 Thank you notes from agencies, 1989-1991
Partner agency thank you notes from agencies.
- 121 "Who Do We Support?" agencies, 1992
Letters and summaries of the kind of agencies WSL supports.
- 122 Women's Council of Dallas County, Inc.- Education Task Force, 1992
Partner agency and agenda.
- 123 WSL- Family Gateway, 1992
Partner agency.
- 124 WSL Misc. leaflets, undated
Miscellaneous leaflets for WSL.
- 125 YWCA, undated
Partner agency.

item Folder

slides V.2004.14.126 Slides of WSL events, undated

Slides of photos for WSL events. Slides can be find in the visuals section.
