

Finding aid for the Helen Jackson Claytor civil rights collection Collection 308

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Grand Rapids History and Special Collections

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Grand Rapids, Michigan 49503

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URL: <https://www.grpl.org/research/history/>

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Summary Information

Repository:	Grand Rapids History and Special Collections
Creator:	Claytor, Helen Jackson
Title:	Helen Jackson Claytor civil rights collection
ID:	Collection 308
ID [Archivists Toolkit Database::RESOURCE]:	316
Date:	1940s-1980s
Physical Description:	4 Linear Feet 11 boxes
Language of the Material:	English .
Abstract:	Helen Jackson Claytor (1907-2005) was the first African-American president of the national YWCA. She lived much of her life in Grand Rapids, Michigan. Claytor sought to bring equal rights to women, children, widowed persons and orphans, and advocated for rights to justice, housing, education, health and death with dignity, as well as freedom from racial and other prejudices. Locally, Claytor was the first African-American president of the Grand Rapids YWCA and, among other things, was appointed to the Grand Rapids Human Relations Study Commission to study racism in Grand Rapids. This collection includes publications, documents, ephemera and a few images related to her activities. The materials reflect Claytor's work in Grand Rapids, covering social issues, neighborhoods, employment, hospice care and race relations.

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Biographical / Historical

Helen Jackson Wilkins Claytor was born April 12, 1907 in Minneapolis, Minnesota, the daughter of Amy Wood Jackson and Madison S. Jackson. She died in Grand Rapids, Michigan on May 10, 2005 at the age of 90.

Helen's father studied law while working as a Pullman porter and was admitted to the bar in South Dakota. He was the first African American at the bar in that State but, by law, as a Negro, was unable to practice and continued his Pullman job. The family moved to Minneapolis to provide a better educational for their four daughters. Helen graduated from the University of Minnesota, with honors, in 1928, with an education degree. As a black teacher she had difficulty finding work.

Helen was married twice, first to journalist Earl Wilkins, also from Minneapolis, and brother of civil rights leader Roy Wilkins (NAACP Executive Secretary/Director 1977-1977). Earl and Helen were married from 1930 until his death from tuberculosis in 1941. They had one child, Roger Wood Wilkins, who followed his father's example to become a journalist and Pulitzer prize winner (shared with Woodward, Bernstein & Herblock of the Washington Post for the Watergate coverage). Helen met her second husband, Dr. Robert W. Claytor, a physician, when speaking in Grand Rapids in 1942. They were married in 1943. Robert Claytor was the first black doctor on the staff of St. Mary's Hospital. The Claytors had two daughters, Judith A. Claytor and Sharon Claytor Peters.

Helen became active in the YWCA in Minneapolis at age 8. After graduating from college in 1928, and being unable to find a teaching position as an African American, she became secretary for the YWCA Girls Reserves. After marrying Earl Wilkins in 1930, she found work with the segregated YWCA in Kansas City. Upon Earl's death, Helen, her son, and mother moved to New York, where she headed a new race relations office for the national YWCA, as Secretary for Interracial Education. It was during that time she first developed the YWCA's anti-discrimination policy.

After marrying Robert Claytor in 1943, she came to Grand Rapids where she continued to be active in the YWCA, becoming the first black president of the local chapter in 1949. This was a controversial election, with three board members resigning in protest. She served in this position until 1951.

In 1946 she returned to active work in the national YWCA, becoming a member of the National YWCA Board and continuing in that position until 1973. Also in 1946, she began serving on the YWCA World Council, holding that position until 1952.

While continuing with the Y work, the 1950s and 1960s were filled with various special appointments and commissions for Helen. Grand Rapids Mayor Paul Goebel, Sr. appointed Helen to two committees. The most important was the Grand Rapids Human Relations Study Commission, to study racism in Grand Rapids. The results of her study so stunned the city leaders that the Grand Rapids Human Relations Commission was formed, on which Helen served.

Helen returned to her most important position with the YWCA in 1967 as the first national black president, serving two terms until 1973. She also served again on the YWCA World Council during this period.

Helen Claytor was inducted into the Michigan Women's Hall of Fame in 1984.

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Administrative Information

Publication Statement

Grand Rapids History and Special Collections

111 Library Street NE
Grand Rapids, Michigan 49503

localhis@grpl.org

URL: <https://www.grpl.org/research/history/>

Processing Information

The Collection number 308 was originally assigned as the Grand Rapids Police Department Collection. But, in 2007, after six years of no growth of this small collection, the materials were moved as a series of Coll. 303, the City of Grand Rapids at the Grand Rapids Public Library Collection.

Coll. 308 was reassigned as the Claytor Collection in September 2007.

Immediate Source of Acquisition

Helen Claytor, accession number 1991.014

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Related Materials

Related Materials

Collection 113, Black History Exhibit

Collection 175, GRPL Moving Image Collection, and also see moving images for Claytor in the regular library catalog.

Collection 249, GRPL African American history collection

Helen Jackson Claytor papers at the Bentley Historical Library, University of Michigan.

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Controlled Access Headings

- Grand Rapids (Mich.) -- History
- office files
- African Americans -- Michigan -- Grand Rapids
- African Americans -- Civil Rights -- Michigan -- Grand Rapids -- History
- Human services -- Michigan -- Grand Rapids

Collection Inventory

Series I. Biographical

Title/Description	Instances	
Newspaper clipping. Helen Jackson Claytor, 1907-2005 : a force for better racial understanding / Steven Harmon. Grand Rapids Press. May 14, 2005, pg. A-4. Obituary article.	Box 1	Folder 1

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Series II. Police Training Conference. 1948, 1954, 1963-

Title/Description	Instances	
Booklet. Freedom Pamphlets. Patterns of Minority Relations / by Raymond W. Mack and Troy S. Duster, 1964.	Box 10	Folder 5
Booklet. Freedom Pamphlets. ABC's of Scapegoating / by Gordon W. Allport. 4th rev. ed. 1948, 1959, 1963.	Box 10	Folder 5
Booklet. Guildelines: a Manual for Bi-Racial Committees / by George Schermer. Preface by Adlai E. Stevenson. 1965.	Box 10	Folder 6
Pamphlet. The Police and the Civil Rights Act.	Box 10	Folder 7
Pamphlet. The Police and Community Conflict / William P. Brown. Nat. Conf. Of Christians & Jews.	Box 10	Folder 7
First National Police-Community Relations Conference. Nat. Assoc. of Intergroup Relations Officials. Philadelphia, Pa. Apr. 8-9, 1954. Typed doc.	Box 10	Folder 8

Typed doc. "Communities within the United States have become increasingly aware of the problems of minority groups. ... [police relations]	Box 10	Folder 9
Reprint from "The Police Chief" March 1965. Police Community Programs: Nature and Purpose / Louis A. Radelet. MSU.	Box 10	Folder 10
Police-Community Relations, Polices and Practices : a national survey /Intl. Assoc. of Chiefs of Police ; U.S.Conferences of Mayors. Service Series. n.d [ca. 1965?]	Box 10	Folder 11
Police Training Film Conference, correspondance, intinerary, etc.	Box 10	Folder 12
Typed paper. Northeastern Univ. "The Police crisis of 1965", Boston, Mass." "Civil Rights' Training for Police" / by H.T. Jenkins.	Box 10	Folder 13
Conference letters & notes	Box 10	Folder 14
8x10 b/w photo. Unidentified. Includes all men in a banquet setting, including three African Americans.	Box 10	Folder 15
Pamphlet. The City College. Police Science Program. Bulletin. 1963-1964.	Box 10	Folder 16
Clipping. GR Press. Public Pulse. July 28, 1965. "Wants City to Hire More Negro Policemen," J.M. Burge	Box 10	Folder 17
Gray 3-ringed binder: College of Police Science, City University of New York, Police Training Film Conference at the New York City Police Academy, August 2-3, 1965	Box 10	

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Series III. Michigan & Grand Rapids United Fund, 1948-1976

Michigan United Fund Board of Directors

Title/Description	Instances	
Michigan United Fund, [Board Handbook], 1956	Box 1	Folder 5
Michigan United Fund, Board of Directors, 1970	Box 1	Folder 6

United Community Funds and Councils of America booklets

Title/Description	Instances	
We Want an Executive, United Community Funds and Councils of America, Inc., 1958	Box 2	Folder 1
Teamwork in our town: through a community welfare council, United Community Funds and Councils of America, 1954	Box 2	Folder 1

United We Stand, 1958	Box 2	Folder 2
Facts on Community Welfare Councils 1957. Bulletin 204, 1958-11	Box 2	Folder 2

Reports & Publications

Title/Description	Instances	
Legal Aid Bureau: a study by the National Association of Legal Aid Organizations; sponsored by the Council of Social Agencies of Grand Rapids and Kent County, 1949-06	Box 2	Folder 3
Directory of Health, Welfare, and Recreational Agencies serving Michigan / Compiled by the Michigan Welfare League, 1952-02	Box 2	Folder 4
A Self-evaluation of Social Services for Health, Welfare and Recreation in Grand Rapids and Kent County, 1956	Box 2	Folder 5
Lectures by Dr. Donald H. Bouma, Professor of Sociology, Calvin College / presented as a Community Service by the Adult Education Committee of Fountain Street Church, fall of 1958 and 1959, 1958	Box 2	Folder 6
4 Years on the Job in Michigan. Michigan Fair Employment Practices Commission, 1960-01-23	Box 2	Folder 7
Community Profile Project. Lake County Profile, 1960	Box 2	Folder 8
Employment Problems of Nonwhite Youth / by the Michigan State Advisory Committee to the United States Commission on Civil Rights, 1966-07	Box 2	Folder 9
Postal Zone Directory, Grand Rapids, Mich. United States Post Office, 1957	Box 2	Folder 10
Official Report of the Evaluation Committee, Citizens Self Study of Health, Welfare and Recreation Services and Needs in Grand Rapids and Kent County, 1956	Box 2	Folder 14
Summary of Recommendations Adopted by Survey Committees, 1955	Box 2	Folder 15
An Approach to Evaluative Research in Social Work: a report on the Michigan Reconnaissance Study of Evaluative Research in Social Work / by David G. French. Lansing: Michigan Welfare League, 1952-04	Box 2	Folder 16

United Community Services of Grand Rapids and Kent County, Inc. Planning Division.

Title/Description	Instances	
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Community Action Program Against Poverty, 1964-10-30	Box 2	Folder 11
Self Help Neighborhood Improvement Center Project, 1964-11-06	Box 2	Folder 12
Planned Parenthood Evaluation Committee Report, 1969	Box 2	Folder 13
Work Manual, 1976 United Way Blue Ribbon Committee, 1976	Box 1	Folder 7
United Community Services of Grand Rapids and Kent County correspondence, 1966	Box 11	Folder 9

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Series IV. City of Grand Rapids Human Relations Study / Human Relations Commission

Title/Description	Instances	
Report to the City Commission of Grand Rapids by the City's Study Committee on Human Relations, July 1954. Spiral bound. + letter July 6, 1960; Letter in Mar 23, 1953 envelop; City Ordinances no. 1628 & 1396; Mimeographed ordinance w/o number; Minutes, first meeting of HRC, June 2, 1955.	Box 4	Folder 1
Letter. Aug. 10, 1954. Carl A. Thomasson. RE Segregation and discrimination in Grand Rapids.	Box 4	Folder 2
Data RE Executive Director position, Human Relations Commission + Equal Job Opportunity : a proclamation by the Mayor of Grand Rapids, Human Relations Commission, (2, flyer) April 10, 1956.	Box 4	Folder 3

Human Relations topics "white papers?"

Title/Description	Instances	
a. Outline for presentation to Grand Rapids Human Relations Study Commission, Feb. 22, 1954. Health and Welfare ... Education. Special Problems which Face Negro Citizens of Grand Rapids; Contributions which could be made by a Human Relations Commission / Hillary Bissell, for GR Branch, National Assoc. for the Advancement of Colored People.	Box 4	Folder 4
b. Feb. 22, 1954. Housing. Forces at work to prevent non-white occupancy.	Box 4	Folder 4
c. Feb. 22, 1954. Discrimination in Employment.	Box 4	Folder 4
d. A Citizen's Viewpoint on Crime in our Community / Hillary Bissell. Urban League, Aquinas and Calvin College Institutes. Nov. 4, 1961.	Box 4	Folder 4
e. The Nature of Official Agencies : the following is from "Manuel for Official Committees: what your Official	Box 4	Folder 4

Intergroup Relations Agency Can Do" / by Robert C. Weaver (American Council on Race Relations, 1945)

f. The role of a Human Relations Commission / by Alfred E. Cowles, Executive Director, Human Relations Commission, GR, Aug. 1964.	Box 4	Folder 4
g. The Voluntary Home Mortgage Credit Program. n.d.	Box 4	Folder 4
h. Immediate Objectives and Techniques of Human Relations Programs in the Field of Housing.	Box 4	Folder 4
i. The Subtle Whip : white men who talk integration and act segregation ... / by George B. Leonard, Jr. "Look" staff writer	Box 4	Folder 4
j. Report on the Housing Program of the Human Relations Commission. 1953-1956 data.	Box 4	Folder 4
k. The Human Relations Challenge to Local Communities / Robert Lee Green, MSU. Prepared for the Third Annual State Conference of Human Relations Commissioners, Saginaw, Oct. 24, 1964.	Box 4	Folder 4
l. Remarks of Burton I. Gordin, Executive Director, Michigan Civil Rights Commission. Before the Conference of Michigan Human Relations Commissioners, Saginaw, Oct. 24, 1964.	Box 4	Folder 4
m. Letter to the Editor of the Grand Rapids Herald, undated.	Box 4	Folder 4
City Planning Commission, GR Annual Progress Report. 1956 and 1958	Box 4	Folder 5

City of Grand Rapids. Human Relations Commission. Report of the Executive Director.

Title/Description	Instances	
Human Relations Commission. Report of the Executive Director. March/April 1956	Box 4	Folder 6
Human Relations Commission. Report of the Executive Director. Sept./Oct. 1956	Box 4	Folder 6
Human Relations Commission. Report of the Executive Director. Nov./Dec. 1956	Box 4	Folder 6
Human Relations Commission. Report of the Executive Director. v. 2, no. 2, Mar/Apr. 1957	Box 4	Folder 7
Quarterly Newsletter, Human Relations Commission, April 1962-April 1964	Box 3	Folder 7
Letter. March 13, 1957. To Mrs. Robert W. Claytor. From David J. McNamara, Executive Director. City Human Relations Commission.	Box 4	Folder 8
Human Relations Commission Survey [blank form]	Box 4	Folder 9

The Grand Rapids Human Relations Commission in Action. A Community Responds to the needs of its Citizens. [Flyer, ca. 1956]	Box 4	Folder 10
Draft of Civil Rights Pamphlet. Outline. n.d.	Box 4	Folder 11
Your Civil Rights / City of Grand Rapids, Human Relations Commission. Jan. 1957	Box 4	Folder 12
Three Films of Vital Interest / Presented by the Human Relations Commission of the City of Grand Rapids. "The High Wall" (1952) "The Living City" (1953) "Commencement"	Box 4	Folder 13
City of Grand Rapids. Human Relations Commission. "Preliminary Draft. Not for Publication or Quotation" Wheeler Study, Aug. 1957. Summary by Calvin College Sociology Dept. May 1959.	Box 4	Folder 14
Two Parts		
Two Parts		
1 Part. I. The Effects of Residential Dispersion of Negroes on Property Prices in Grand Rapids, Michigan.		
2 Part II. Attitudes of Whites [people] toward residential Dispersion of Negroes in Grand Rapids, Michigan.		
Scatterization of Negroes in Grand Rapids, 1959. / Rodger Rice; Harold Wiersma; Dr. Donald H. Bouma.	Box 4	Folder 15
City of GR, HRC. Excerpts from the 1958 Annual Report of the Kent County Board of Social Welfare.	Box 4	Folder 17
GR HRC. A Study of Negroes in Grand Rapids / by Rodger Rice. Data collected during May 1959. Legal	Box 3	Folder 3
Board of Zoning appeals (excerpt) May 21, 1959.	Box 4	Folder 16
GR HRC "This is Grand Rapids" : an address by Dr. Donald H. Bouma, Calvin College, First Meeting of the GR Board of education Human Relations Conference Services, Jan. 12, 1960. Legal	Box 3	Folder 6
GR HRC. Working with Culturally and Academically Retarded Children : an address by Dr. William E. Vickery, ... Second Meeting of the GR Board of Education, Human Relations Conferences Series, Jan. 26, 1960.	Box 3	Folder 5
Good Neighbor Campaign of the city of Grand Rapids. Good Neighbor Pledge. Legal n.d.	Box 3	Folder 4
Radio Script Human Relations Commission. McNamara/Mr. Keller/Mrs. Claytor. WJEF, n.d.	Box 3	Folder 4

Minutes of the Human Relations Commission

Title/Description	Instances	
Minutes of the Human Relations Commission, June 02, 1955. Meeting Plan	Box 4	Folder 18
Minutes of the Human Relations Commission, December 12, 1956.	Box 4	Folder 18
Minutes of the Human Relations Commission, June 27, 1961	Box 4	Folder 18
Minutes of the Human Relations Commission, June 19, 1962. Special Community Meeting	Box 4	Folder 18
Minutes of the Human Relations Commission, April 09, 1964. Agenda	Box 4	Folder 18

HRC. Housing related materials

Title/Description	Instances	
a. Declaration of Policy of the Housing Committee.	Box 4	Folder 19
b. Literature on Race and Housing (bibliography)	Box 4	Folder 19
c. Minutes of Meeting of Housing Committee of the GRHRC with the Directors of the Grand Rapids Real Estate Board., Oct. 4, 1962.	Box 4	Folder 19
d. other misc.	Box 4	Folder 19
Fuller-Sweet Housing Project	Box 4	Folder 20
Recommendations regarding Fuller-Sweet Housing Project made to the Human Relations Commission ... Mar. 4-5, 1963.	Box 4	Folder 20
HRC Meeting Agenda Apr. 10, 1964	Box 4	Folder 20
Program for Community Improvement. Recertification, 1964 / City of Grand Rapids, Mich.	Box 4	Folder 20
City of Grand Rapids, Human Relations Commission, Annual Report, 1961-1962	Box 4	Folder 21
City of Grand Rapids, Human Relations Commission, Annual Report, 1962-1963	Box 4	Folder 22
Human Relations and the Police Officer / Alfred E. Cowles, Executive Director. In-Service Training Program of the GR Police Department, Mar. 20-22, 1962.	Box 4	Folder 23
MSS. "In response to many inquiries the Grand Rapid Human Relations Commission would like to report on recent studies of residential dispersion of Negroes in Grand Rapids..." [Wheeler Study], 2 sheets, typed.	Box 3	Folder 2
Community Relations Commission and Equal Opportunity Department. Annual Report. 1981-1982	Box 4	Folder 24

Reports. Grand Rapids & Michigan

Title/Description	Instances	
Health and Hospital Study of Grand Rapid Region, Michigan. Part I. Summary of Recommendations : confidential report / submitted by James A. Hamilton and Associates, Hospital Consultants, Minneapolis, Minn. Jan. 1948.	Box 5	Folder 1
Memorandum. Submitted by the Michigan Committee on Civil Rights to the Committee on Civil Rights appointed by Government Elect G. Mennen Williams. + Proposed Draft for Michigan F.E.P.C. Law, Dec. 8, 1948.	Box 5	Folder 2
Report on Holding Power in the Grand Rapids, Michigan, Public Schools K-14, May 1954 : a progress Report of the Holding Power Committee of the Grand Rapids Board of Education.	Box 5	Folder 3
Agency Self-Evaluation Project / Council of Social Agencies of Grand Rapids & Kent County, 1954.	Box 5	Folder 4
Report of the Study Committee on the Methodist Community House, Aug. 1956 / Council of Social Agencies of GR and Kent Co.	Box 5	Folder 5
Survey of Employment, Training and Placement Patterns in Grand Rapids / Michigan Fair Employment Practices Commission, Robert Greene, Jerry Coomes, Field Representatives, Sept. 1956.	Box 5	Folder 6
Grand Rapids Study / Social Science Research project, Univ. of Michigan. Winter 1956.	Box 5	Folder 7
100 Multiple Problem Families in Grand Rapids : a sociological analysis / Ilga Svechs, Kenneth Hoving, Henry Velzen. May 1958	Box 5	Folder 8
When One-Third of a City Moves to the Suburbs : a report on the Grand Rapids Metropolitan Area / by Charles Press. MSU. 1959. (Research Report #1 / Publication of the Institute for Community Development and Services, Continued Education Service, MSU).	Box 5	Folder 9
Human Rights ... Michigan, 1962 [pamphlet]	Box 5	Folder 10
Negro Leadership in Grand Rapids / by James McKee, Sociologist. Institute for Community Development. Continuing Education Service, MSU. May 1962.	Box 5	Folder 11
Negro Life in Michigan. Michigan in Books. v. 5, no. 3, Winter, 1963.	Box 5	Folder 12
Report on the Characteristics of Michigan's Non-White Population / Prepared by the Research Division, State of Michigan Civil Rights Commission. "10M 12-65"	Box 5	Folder 13

United Community Service, Grand Rapids & Kent County

Title/Description	Instances	
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The Grand Rapids Inner City and the Christian Reformed Church : a summary statement. 10-68-334 + cover letter to Claytor from Ted Rottman.	Box 5	Folder 14
Priorities Plan for Health, Welfare and Recreation Services in the Grand Rapids and Kent County area / Planning Division, United Community Services. GR & Kent County, Mich. 1965.	Box 5	Folder 15
Spiral Bound thick doc. Work Manual for Priorities, Determination Assembly / Planning Division, United Community Services. GR & Kent County, Mich. ca. 1965/1966. + Correspondence in envelop, found in back of above. Oct. 1966. From Mrs. Earle C. Bullock, United Community Services, YWCA	Box 5	Folder 16
Villa Maria Study / Planning Division, United Community Services. GR & Kent County, Mich. 1966 [RE service to problem teenage girls]	Box 5	Folder 17

Michigan Youth Commission

Title/Description	Instances	
Services and Programs for "Vulnerable" Children and Youth : an interim Report to the Honorable George Romney, Governor of Michigan. Michigan Youth Commission, Feb. 1964.	Box 6	Folder 7
Teen-Age Pregnant Girls : Survey and Study / Michigan Youth commission, 1970.	Box 6	Folder 8
Drug Dependence in Michigan, including a study of Attitudes and Actions of the Young People of Michigan. Michigan House of Representatives. Special House Committee on Narcotics. June 1969.	Box 6	Folder 9

Reports & References. National

Title/Description	Instances	
American Council Report on Race Relations [periodical] v. 4, no. 3, 1949-03	Box 6	Folder 1
American Council Report on Race Relations [periodical] v. 4, no. 11, 1949-11	Box 6	Folder 1
American Council Report on Race Relations [periodical] v. 4, no. 12, 1949-12	Box 6	Folder 1
Public Human Relations Agencies: a guide to their status and operations / prepared by Anti-Defamation League of B'nai B'rith, N.Y., 1951-06	Box 6	Folder 2
Toward Better Community Understanding : 1949 Annual Report of the Board of Community Relations, City of Toledo, Reissued, Feb. 1952.	Box 6	Folder 3

City of Philadelphia. Commission on Human Relations. Annual Report, 1954	Box 6	Folder 4
How to Turn Talk into Action : a guide for an effective Commission on Human Relations / U.S. Dept. of Commerce, Community Relations Service, 1965-06	Box 6	Folder 5
Grand Rapids Civil Rights Public Presentations or Information		
Newspaper articles on housing conditions in Campau Commons area of Grand Rapids, Michigan, 1964	Box 11	Folder 11
Newspaper articles related to the Human Relations Commissions, 1952-1963	Box 11	Folder 12
Housing, Health and Welfare Committee Housing Plan	Box 11	Folder 13
NAACP / Human Relations Commission correspondence, 1965	Box 11	Folder 14
Proposed amendment , 1968	Box 11	Folder 15
Community Relations Commission 30th Anniversary Dinner correspondence, invitation and planning materials, 1983	Box 11	Folder 16

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Series V. Queen Julianna Visit, April 1952

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Holland's Queen Juliana. Booklet. RE US Visit. Apr. 1952. + NIS envelop	Box 1	Folder 2
8 Misc. information documents on Netherlands & visit from the Information Service.	Box 1	Folder 3
Pertinent Facts on the Netherlands Royal Family [booklet]	Box 1	Folder 3
Mayor Goebel invitation to the Claytors for luncheon in honor of Juliana.	Box 1	Folder 4
Pink Royal Luncheon program. Apr. 16, 1952.	Box 1	Folder 4
Letter April 14, 1952. RE table seating for Luncheon. + envelop	Box 1	Folder 4
Letter. March 29, 1952, naming Helen Claytor to the Mayors Welcoming Committee. + envelop	Box 1	Folder 4

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Series VI. Federal Hospital Council, 1953-1954

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Meeting agendas and minutes.	Box 9	Folder 8
House Resolutions 6951, 7341 and 8149 and related correspondence	Box 9	Folder 9
Statement by Oveta Culp Hobby, Secretary of Health, Education and Welfare, regarding H.R. 7341	Box 9	Folder 10
Joint Commission of Accreditation of Hospitals; 1953 Annual Meeting and Accredited Hospitals, 31 Dec 1953	Box 9	Folder 11

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Series VII. White House conference on Children and Youth. 1958-1960

Title/Description	Instances	
Golden Anniversary White House Conference on Children and Youth brochure	Box 11	Folder 17
Invitation to Mrs. Robert Claytor	Box 11	Folder 17
White House Conference on Children and Youth, suggestions to organizations concerned with conference preparation	Box 11	Folder 17
Correspondence, telegrams	Box 11	Folder 17
Region VI, White House Conference on Children and Youth, Central Reformed Church, Grand Rapids, MI, -1959-05-13	Box 11	Folder 17
History of The White House Conference on Children and Youth	Box 11	Folder 17
Lists of Regional Committee chairmen and members	Box 11	Folder 17

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Series VIII. Community Health Service, 1958-1959

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Board of Directors meeting minutes.	Box 9	Folder 12

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Series IX. Michigan Welfare League, 1962-1963

Packet for Advisory Council Meeting of the Michigan Welfare League including agenda, excerpt from by-laws, current activities and projects under consideration, 1962-11-23	Box 11	Folder 18
Advisory Council, Michigan Welfare League meeting, 1962-11-30	Box 11	Folder 18

Letter confirming Helen Claytor's election to the Advisory Council, 1963-01-23	Box 11	Folder 18
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Series X. National Women's Committee on Civil Rights, 1963-1964

Title/Description	Instances	
The Civil Rights Act of 1964, What's in it...	Box 11	Folder 19
A Summary, The Civil Rights Act of 1964	Box 11	Folder 19
The National Women's Committee for Civil Rights, Guidelines	Box 11	Folder 19
Articles: JFK Enlists 50 Million Wome in Civil Rights Fight, Women Answer JFK's Call and Organize Rights Fight	Box 11	Folder 19
Steering Committee Member List	Box 11	Folder 19
Report prepared by Helen Claytor, 1963-10-04	Box 11	Folder 19
Handwritten notes	Box 11	Folder 19

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Series XI. U.S. Office of Economic Opportunity / Women's Advisory Council on Poverty, 1966-1968

Title/Description	Instances	
Photocopy of unidentified clipping. "Squeeze on the Poor"; Vice President Humphrey's Speech to the Reception Conference of Women in the War on Poverty, May 1968	Box 10	Folder 1
Office of Economic Opportunity, miscellaneous including News Summary of the War on Poverly (1968); JC-YW Women's Job Corps Extension Residence Program, Operated by the National Board of the YWCA; Quick Facts; Tentative Program, Conference on Womenin the War on Poverty (1968); papers, Women's Advisory Council on Poverty	Box 10	Folder 2
Communities in Action (periodical) v. 2, no. 5. Oct.-Nov. 1967. The War on Poverty. Women in the War on Poverty Conference Proceedings, May 1967. Office of Economic Opportunity.	Box 10	Folder 3
Community Action for Health: Family Planning / Office of Economic Opportunity.	Box 10	Folder 4
Legal Size. The White House. The fifth Freedom. To the Congress of the United States. Feb. 5, 1968. Lyndon B. Johnson	Box 3	Folder 1

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Series XII. YWCA Related materials, 1963-1975**Taconic Foundation Project, 1963-1964**

Title/Description	Instances	
Taconic Foundation description, foundationcenter.org	Box 12	Folder 2
Appraisal for the Community Division, 1963-01-1964-12	Box 12	Folder 3
Project Assessment Points	Box 12	Folder 4
The Self-Image of the Negro, Dr. Robert Johnson, 1963-07	Box 12	Folder 5
Action Programs-Immediate Possible, Mahlon Puryear	Box 12	Folder 6
Immediate Range, Paul Cornely	Box 12	Folder 7
Research survey - extent which Negroes are included in top decision making in the U.S.	Box 12	Folder 8
Working Paper on Citizenship Education by Bob Moses for Jack Greenberg's Committee	Box 12	Folder 9
Vocational Guidance and Counseling of Negro Youth - Roy Wilkens and Ann Tanneyhill	Box 12	Folder 10
The Negro in the Labor Force by Mahlon T. Puryear	Box 12	Folder 11
Education of Negroes - prepared by Warner Brice	Box 12	Folder 12
Health by Paul B. Cornely, M.D. Howard University College of Medicine	Box 12	Folder 13
A Report on Selected Private Agencies Their Work and the Negro by Frankie V. Adams, 1963-06	Box 12	Folder 14
The Educationally and Culturally Disadvantaged by Eddie G. Ponder, Project Coordinator, In-Migrant - Transient Project, Milwaukee Public Schools, 1963-06	Box 12	Folder 15
The Current Status of Negro-White Relations by C. Eric Lincoln	Box 12	Folder 16
Project Assessment-Public Welfare Programs and the Negro, with Special Reference to the Negro Child by Inabel B. Lindsay, Professor and Dean, School of Social Work, Howard University and Nancy H. Bennett, Assistant Professor and Field Work Supervisor, School of Social Work, Howard University	Box 12	Folder 17
Statement on the Economic Opportunity Amendments of 1967 by Helen Claytor, President of the YWCA of U.S.A., 1967-06-09	Box 12	Folder 1

National Forum on Women, Strategies for the Decade, Sponsored by the National Board of the Young Women's Christian Association of the U.S.A., 1975-11-18

Title/Description	Instances	
National Forum on Women, Strategies for the Decade program for the day	Box 9	Folder 1
Minority Women and Employment	Box 9	Folder 2
National Committee on Household Employment	Box 9	Folder 3
National Council of Jewish Women	Box 9	Folder 4
U.S. Department of Labor Employment Standards Administration, Women's Bureau	Box 9	Folder 5
Sex Discrimination	Box 9	Folder 6
International Women's Year bulletin, No. 6, World Conference of the International Women's Year	Box 9	Folder 7

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Series XIII. Volunteers Intervening for Equity, Grand Rapids Junior League, 1977-1979

Title/Description	Instances	
Projects and programs, 1977-1979	Box 11	Folder 4
Correspondence, 1977-1979	Box 11	Folder 5
Threshold of Change, Public Affairs and the Junior Leagues Annual Magazine, 1978	Box 11	Folder 6
Proposed Case Management/Home Care Services Agency, Area Agency on Aging of Western Michigan, Inc. , 1979-06	Box 11	Folder 7
Urban and Environmental Studies Institute GVSU, Home Health Care Services Survey Report, 1978-06	Box 11	Folder 8

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Series XIV. Hospice of Grand Rapids, 1971, circa 1978-1983

Title/Description	Instances	
Humanities Perspectives on Hospice / Michigan Hospice Organization, Public Education Project. n.d., ca. Late 1970's/ early 1980's.	Box 6	Folder 6
White envelop WMS William Marketing Services. Includes two film scrips for Nov. 23, 1971 and Jan. 21, 1982 + info. From a Jan. 21, 1981 of Hospice of Greater Grand Rapids. Community Education Committee Meeting. + other misc. docs.	Box 6	Folder 6
Clippings, flyers & newsletters related to local hospice, 1983.	Box 6	Folder 6

National & Michigan hospice info., including publications & clipping	Box 6	Folder 6
Brochures and correspondence	Box 7	Folder 18
Newsletters, 1979-1983	Box 7	Folder 19
Newspaper articles	Box 7	Folder 20

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Series XV. Committee for Public Justice, 1980-1982

Title/Description	Instances	
Committee for Public Justice newsletters, Justice Department Watch; Nov 1977, Fall 1979, Jan 1980, Spring 1980 and Fall 1980	Box 11	Folder 1
Committee for Public Justice newsletters, Justice Department Watch; Jan, Spring and Fall 1981, Feb and April 1982	Box 11	Folder 2
Invitation and agenda for a Symposium on the Civil Liberties, Implications of Nuclear Power Development	Box 11	Folder 3

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Series XVI. Civic Ballet, 1981-1983

Title/Description	Instances	
Season Flyers 1981-82, 1982-83	Box 8	Folder 6
Report of Examination. Year Ended Aug. 31, 1981; misc. correspondence	Box 8	Folder 7
Board meeting agendas and minutes, January through August, 1982	Box 8	Folder 8

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Series XVII. Widow Persons Service/G.R.A.C.E., 1981-1984

Title/Description	Instances	
Welcome letter to Helen Claytor	Box 7	Folder 1
Articles of Incorporation of Widowed Persons Service and bylaws	Box 7	Folder 2
Correspondence, goals and memos	Box 7	Folder 3
Flyers and invitations to the recently widowed.	Box 7	Folder 4

Brochures and donation forms.	Box 7	Folder 5
Agreement of affiliation between Widowed Persons Service and G.R.A.C.E.	Box 7	Folder 6
Budget materials	Box 7	Folder 7
Circle in the Park event	Box 7	Folder 8
Board meeting agendas and minutes.	Box 7	Folder 9
Newsletters 1980-1984	Box 7	Folder 10
Newsletters, undated.	Box 7	Folder 11
Director search	Box 7	Folder 12
Coordinating board	Box 7	Folder 13
Newspaper articles related to grief	Box 7	Folder 14
Guides for widowed persons	Box 7	Folder 15
Volunteer information	Box 7	Folder 16
The Child and Family Justice Project, Judiciary Task Force, 1979	Box 7	Folder 17

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Series XVIII. Multi-Cable Inc.

Title/Description	Instances	
Multi-Cable, Inc. A Synopsis; Investment Presentation and CATV Proposals	Box 8	Folder 1
Multi-Cable, Inc. Cable Franchise Application (Revised)	Box 8	Folder 2
Continental Cablevision, prepared for Mrs. Robert Claytor	Box 8	Folder 3
Multi-Cable, Inc. related correspondence	Box 8	Folder 4
Consent and Proxy of Shareholder of Multi-Cable, Inc.	Box 8	Folder 5

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Series XIX. Grand Rapids Historical Commission, 1982-1985

Title/Description	Instances	
Meeting minutes and related correspondence, 1982-1984	Box 8	Folder 9
Meeting minutes and related correspondence, 1985	Box 8	Folder 10
Membership lists, 1983, 1985	Box 8	Folder 11
Treasurer reports, 1984-1985		

	Box 8	Folder 12
Grants paperwork. AASLH, NHPRC and Michigan Council for the Humanities	Box 8	Folder 13
Tree of Dates	Box 8	Folder 14
Grand Rapids Public Museum. Annual Report. 1981/1982	Box 8	Folder 15
City Historian's Annual Report, 1981/1982	Box 8	Folder 16
Memo to the Commission from J.H. Kromminga (with Gerald Bax) Review of Position of City Historian/Archivist. Sept. 14, 1983.	Box 8	Folder 17
Present Organization for Public Library Service with organization chart	Box 8	Folder 18
Various brochures and information about area historical organizations	Box 8	Folder 19

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Series XX. The United Way

Title/Description	Instances	
Volunteer awards correspondence and nomination forms, 1982-1984	Box 11	Folder 10

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