

Grand Rapids History and Special Collections

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Finding aid for

Howard F. and Robert T. Baxter Collection

Collection # 027

September 2009 Version

Abstract

The Howard F. and Robert T. Baxter Collection contains correspondence, newspaper clippings, business records, magazine articles, pamphlets, papers, photographs, reports and miscellaneous materials from the personal life of Howard and Robert Baxter, the Baxter Laundries Corp., and the laundry industry in Grand Rapids, Michigan, from the 1920's into the 1970's. Papers and records portray the public and personal lives of Howard and Robert Baxter. Included are papers relating to the navy career of Robert Baxter, company projects, and the state and local political career of Howard Baxter.

Collection #: 27

Accession #: 1986.159 ; 00.[0559].1 ; 00.[3321].1

Donor: Baxter Family

Span dates: 1925-1974, 1911

Processor: Bruce Lee Siebers, December 1986; finding aid emended, amended by Richard H. Harms, November 1996; inventory, small amendments 10/1999, Andrea Stadt; Note on Blueprint added, R. Mayne, 8/29/2000. Box Summary, Marcella Beck, August 31,2000.

Size: 6 linear ft. (72 inches)

Related Collections

Coll. 289, GRPL Publishers & Publishing Collection, for an illustrated booklet prepared by Dean Hick on the firm. 12/22/2004

Box Summary

<u>Box No.</u>	<u>Description of Contents</u>	<u>Box Description</u>
Box inventory 8/2009		
1	HB—papers & records	standard legal
2	HB-papers & records	gray full lid 3.5x12x15.5
3	RB-papers & records	standard
4	RB-papers & records	standard
5	Baxter Laundry Business records	standard
6	Baxter Laundry Business records	standard
7	B. Laundry bus records	standard
8	B. Laundry bus records	standard
9	Elizabeth Poage – Navy	slim
10	correspondence/notes	slim legal
11	Baxter Laundry annual reports	gray full lid 3x10x13
12	Personal finances	same
13	Photographs	Standard
Foldered and moved to better box, 7/14/2007. Formerly in gray full lid 3x12x15.5		
14	Oversized & rolled photos, drawings	gray lid 3.5x11.5x17.5
Revised 7/14/2007		

Biography

Howard F. Baxter (1886-1969) was president and general manager of Baxter Laundries Corporation, and an avid recreational sailor. In addition, he held numerous public offices ranging from city parking authority chairman to state representative and state senator.

Baxter was born in Grand Rapids, to Alfred and Kate Baxter. He was educated in city schools and earned an electrical engineering degree at the University of Michigan in 1909. At Michigan he was prominent in the engineering school affairs, and was elected to Tau Beta Pi, scholastic honorary society. In addition, he was an active member in the social fraternity Alpha Delta Phi.

Following graduation he became a district manager with the New York Telephone company for two years, in charge of Troy, Schenectady, Albany and surrounding territory. In 1912 he quit the telephone company, returning to Grand Rapids to become manager of the Grand Rapids, Muskegon, and Kalamazoo branches of Baxter Laundries Company. The company was founded in 1876 by Alfred Baxter in the basement of the haberdashery firm of Gardner & Baxter on Monroe Ave.

In 1922 he was elected to his first public office, state representative from Kent County 1st District. He followed his two year representative stint with a two year term as state senator from the 16th District. By the time he retired from the senate in 1928, his laundry firm had become the largest corporation of its type in the world, owning 30 cleaning plants in 17 states. It was also during this growth period that he founded his own radio station, WBDC, which he renamed WASH when a competing station, supported by furniture interests, changed its name from WEBK to WOOD. Later the two stations merged into one with the call letters of WOOD.

Along with managing the laundry, Baxter served as city welfare adviser from 1932 to 1934 and was appointed to the Municipal Utility Board in 1934. During World War II he worked in the Defense Transportation Organization and was civilian war transportation chairman for Kent County. After the war he took on another city post, acting as chairman of the Automobile Parking Authority from 1947 to 1952. During his tenure on the authority, Baxter was an outspoken advocate of city provided downtown parking. He felt the city had a moral obligation to supply outlying businessmen with off street parking, when they came downtown. Thus, it was appropriate that he supervised construction of the city's first municipal parking ramp at W. Fulton St. and S. Division Ave.. In 1955, at the age of 69, Baxter eased out of public life. He stepped down as president of the laundry and accepted no other public offices.

Socially, Baxter was a Peninsular Club member and a founding member of Kent Country Club. He was a member of the Macatawa Bay, Grand Rapids and Spring Lake Yacht Clubs and had been, at one time or another, commodore of each. He continued to sail vigorously until he was 81. Therefore, it was appropriate that he received the nickname "Skipper". He also was active in the Downtown Rotary Club and a member of Grace Episcopal Church.

In 1910, Baxter married Miss Elizabeth Clapperton, graduate of Mt. Holyoke College. They had two children Elizabeth and Robert T.

Robert T. (1913-1975) was born in Grand Rapids. A lifelong resident of Grand Rapids, he became the third generation of the Baxter family to head the company in 1956. The company went bankrupt in 1974, and in 1975 the City of Grand Rapids acquired ownership.

Robert Baxter graduated from Westminster School at Simsbury, Conn., and the University of Michigan in 1935. After graduating, he joined the family business, becoming division sales manager in 1937 and division manager of the Grand Rapids plant in 1941. In the spring of 1942 he enlisted in the Navy. He served many months on patrol duty in the North Atlantic and in the Pacific. His most exciting moments in the Navy were spend as an executive commander of the destroyer *Litchfield*. After the war, he returned to the family company. He became vice president of the company in 1947 and executive vice president and general manager in 1953.

Baxter was a member of the Grace Episcopal Church and the Grand Rapids Rotary Club. He was a Commodore of the Grand Rapids Yacht Club and a former member of the Peninsular, University and Kent Country Clubs.

He married Elizabeth (Breckenridge) on May 15, 1937. They had two children: Elizabeth Poage and John H. Baxter.

Series Descriptions

The papers and records relate to Howard F. and his son Robert T. Baxter and Baxter Laundries Company, which was founded in 1876 by Alfred Baxter, father of Howard. The operation began in the basement of Gardner and Baxter a downtown haberdasher and moved to 747 Fountain, NW in 1900. The collection consists of four series, Howard F. Baxter : Papers and Records, Robert T. Baxter : Papers and Records, Photographs, and Miscellaneous.

Howard Baxter's papers and records describe or portray his years as state senator, chairman of city welfare adviser (1932 - 1934), municipal utility board, civilian war transportation and automobile parking authority, and president of Baxter Laundries Corporation. His personal life is also documented. In addition, this series provide information on the family laundry corporation from 1928 to 1956. The series is divided into the following subseries: biographical sketch, correspondence, business records, newspaper clippings, certificates, and executive manual.

The Robert T. Baxter papers and records pertain or portray his years as president of Baxter Laundries Corporation, and his years in the Navy. It consists of economic or financial information in regards to the laundry company. Most valuable in describing the functions and operations of the company; especially in describing the rise and fall of its business. In addition, it is valuable in describing the laundry industry. There are also records that portray his personal finances. Furthermore, it contains information in regards to his daughter's (Elizabeth Poage) admission to boarding school and college. The series is divided into subseries: Baxter Laundries Corp. - Business Records, correspondence, personal finances, magazine article, Navy, notes, pamphlets, reports, and Elizabeth Poage.

Photographs pertain to the Baxter family and it's laundry business from 1882 to 1970. The miscellaneous materials provide valuable information in regards to the laundry industry.

Series I. Howard Frances Baxter Papers and Records, 1932-1951.

Contains material in regards to Howard Frances Baxter. It is divided among the following subseries: biographical sketch, correspondence, business records, newspaper clippings, certificates, and executive manual. Biographical sketch portrays the early life of Howard Baxter. Business records contain information which pertains to the function and operating costs of the family laundry company. The correspondences and newspaper clippings portray the years of Mr. Baxter as a state senator for the Kent area 16th District, president of Baxter Laundries Company, general chairman of the 32nd (Red Arrow) Division Association, chairman of the welfare advisory council, of the Municipal Utility Board, the war transportation committee of Kent

County Defense Council, and of the automobile parking authority. There are newspaper clippings that portray the lake Michigan sail boat races, which Baxter was involved in. In addition, there are also clippings pertaining to his boats. It also contains certificates in regards to his involvement in American Society of Planning Officials, 126th Infantry, Michigan National Guard, Volunteer Veterans' Reemployment Rights Commission, United States Naval Institute, National Aeronautic Association of U.S.A., American Arbitration Association, Grand Rapids Association of Commerce, Alpha Delta Phi, and Selective Service System. Most valuable is the certificate from President Harry Truman, which pertains to Baxter's services in the administration of the Selective Service System. Finally, there is the Executive Manual of the Baxter Laundries Corporation which contains information from the following divisions of the company : general manager; finance and accounting - cash and banking, accounts receivable, sales and payrolls, invoices, insurance, statistics, stock subscriptions; advertising and selling - public relations department, personnel service, telephone, advertising, route selling, special sales plans; purchases and supplies; laundry production; and dry cleaning production. This manual is most valuable in describing the functions and operating costs of the company from 1928 to 1942.

Series II. Robert T. Baxter papers and Records, 1956-1974.

Contains material in regards to Robert T. Baxter. It is valuable in reviewing the economic background of the Baxter Laundry Company from 1956 to 1974, in tracing Robert's years in the Navy, and his personal life background. It provides background information on the laundry business. And, it provides documentation in regards to his daughter's (Elizabeth Poage) admission to boarding school and college. It is divided among the following subseries: Baxter Laundries Corporation - Business Records, correspondence, notes, reports, pamphlets, personal finances, Navy, and Elizabeth Poage.

The Baxter Laundries Corp. Business Records are valuable sources in describing the financial background of the company. The business records provide the company's balance sheets from 1971 to 1972, comparison sheets (1961 -1974), income and expense, earnings, laundry department production sheets, dry cleaning dept. production sheets, power plant expenses, sales expenses, indirect overhead and office and administrative expenses, annual reports from 1943 to 1970, company's retirement funds, property expenses, cash balances, assets, drive - ins expenses, sales, budget, operating statistics, divisional operations, payroll, taxes, fringe benefits, insurance, capital stock, monthly statement and canceled vouchers, check receipts, sales less payroll, calling in preferred stock (1956), corporation statistics, and stock holders information.

Correspondences are valuable in portraying his years as president in the Navy and with the Baxter Laundries Corp.. In addition, there are letters that pertain to his vacation trips to the Hawaiian Islands, and in regards to the linen Supply Association of America.

Personal finances consist of records that contain information in regards to his expenditures. Accounting Records contain information on his check balances, and expenses at the University Club, Peninsular Club, Kent Country Club and Hidden Valley. Invoices and statements provide financial charges from local businesses.

Notes are most valuable in containing information in regards to the bankruptcy of the company. In addition, there is some helpful material in regards to laundry weight.

Series III. Photographs, 1882-1955.

Contains family photos include formal portrait and some casual shots of Mr. & Mrs. Baxter and children Robert and Elizabeth. Several images of boats and sailing. Several ages and time periods.

Also included some images showing Baxter Laundry staff, as well as views of the facility at Muskegon, and other Michigan facilities, as well as several out of state laundries.

A few military photos are also found.

Additional processing for better housing and description done July 2007.

Series IV. Miscellaneous, 1938.

The miscellaneous material includes cards, papers, name plaque, and the Laundry Year Book (1938). This book is basically a reference and data source. Most valuable in providing data about the laundry industry. Furthermore, there is a newspaper (*Grand Rapids Press*) cover page regarding the death of United States Senator Arthur H. Vandenberg.

Original sketches by Fred Baxter are found, most of which were used in a Christmas booklet.

Processing note:

The papers and records were contained in deteriorating notebooks, and in cardboard boxes. Thus, some of the collection was in poor condition. There was no discernible arrangement with the exception that some of the records were ordered chronologically. Paper clips, staples, metal fasteners and rubber bands were removed, newspaper clippings and correspondences were copied onto acid free paper, Lysol was sprayed on some of the documents to control mold and mildew.

Contents

<u>Box</u>	<u>Folder</u>	<u>Description</u>
		Series. I. Howard Baxter Papers and Records, 1923-1974
1	1	Biographical Sketch, 1932.
		Correspondence
1	2	1928-1942.
1	3	Baxter Laundries Corp., 1939-1947. Business Records
1	4	Articles of organization and Certificate of the Wisconsin Plant, 1927.
1	4a	Balance Sheets, 1941-1951.
1	5	Bylaws of Baxter Laundries Inc. (Wisc.), 1928.
1	6-7	Directors Annual Meeting Minutes (Wisc.), 1928.
1	8	Resolution of Dissolution (Wisc.), n.d.
		Newspaper Clippings
1	9	Baxter Laundries Corp., 1927-1948.
1	10	Boating and Sailing, 1928-1947.
1	11	Family and Social Life, 1936-1947.
1	12	Local News, 1923-1945.
1	13-14	State Senator Baxter, 1925-1928.
		Vol. 1 Laundry Yearbook, 1938.
2		Certificates (22 originals & 2 photocopies 10/99) Vol. 1 Executive Manual - Baxter Laundries Corp.
		Correspondence
3	15	Aug 29, 1966 - Jan 28, 1967.
3	16	Sept 2, 1966 - Sep 18, 1967.
3	17	Feb 1, 1967 - Jan 7, 1974.
10	18	Baxter Laundries Corp., 1972-1974.

Series. I. Howard Baxter Papers and Records, 1923-1974

Personal Finances

3	19	Receipts, 1973.
3	20	Check Receipts, 1958-1961.
12		Check Stubs, June 12, 1964.
3	21-22	Statements, 1963-1965.
4	23	Statements, 1963-1966.
4	24	Invoices and Statements, 1962-1966.
12		Statement and Paid Checks, 1960-1961.
4	25	"Here's The Completely Remodeled United States Laundry and Cleaning Plant ...," 1938.
		Notes
10	26	Bankruptcy, n.d.
4	27	Telephone directories, 1930.
4	28	Laundry Weight Chart, 1934.
		Pamphlets
4	29	Industrial Electronics, n.d.

		Series II. Robert Baxter Papers and Records, 1923-1974.
4	30	Power Laundries: The Story of a Five Hundred Million Dollar Industry, n.d.
		Reports
4	31	"American Laundry & Cleaners Co. Policy," 1964.
4	32	"Digest of an Essential Industry ..." n.d.
4	33	"Instructions for operating," n.d.
4	34	"Plant Cost Reduction Survey," n.d.
		"Work Measurement Survey of Plant Employees Grand Rapids, n.d.
4	35	
4	36	Muskegon, n.d.
4	37	"Work Requirements for Laundry and Dry Cleaning Departments," n.d.
		Baxter Laundries Corp. Business Records
5	38	Annual Reports, 1943-1970.
5	38.5	Annual Report, 1929/30 (Found in Box 14) Formerly MKG658.B33
11		Annual Reports, 1943-1970.
5	39	Assets, 1970.
5	40	Audited Financial Statements, 1966.
		Balance Sheets
5	41-44	Grand Rapids, 1968-1972.
5	45	Bay City, 1971-1972.
5	46	East Michigan, 1971-1972.
5	47	Flint, 1971-1972.
5	48	Grand Rapids, 1971-1972.
6	49	Lansing, 1971-1972.
6	50	Muskegon, 1971-1972.
6	51	Pontiac, 1971-1972.
6	52	Western Michigan, 1971-1972.
6	53	Budget, 1962-1963.

Series II. Robert Baxter Papers and Records, 1923-1974.

Business Records

6	54	Bay City, 1961-1974.
6	55	Flint, 1961-1974.
7	56	Grand Rapids, 1961-1974.
7	57	Kalamazoo, 1961-1974.
7	58	Lansing, 1961-1974.
7	59	Muskegon, 1961-1974.
8	60	Pontiac, 1961-1974.
10	61	Call In Preferred Stock, 1956.
8	62	Capital Stock, 1956.
8	63	Capital Stock Information, 1956
8	64	Cash Balances, 1962-60.
8	65	Divisional Operations, 1950-1957.
8	66	Drive - Ins, 1958.
8	67	Earnings, 1946-1954.
8	68	Fringe Benefits, 1959.
8	69	Income & Expense, 1969-70.
8	70	Insurance, 1959-63.
8	71	Monthly Statement & Canceled Vouchers, 1946.
8	72	Operating Statistics, 1962-1963.
8	73-74	Pay Roll, 1966-1974.
8	75	Property, 1963.
8	76	Retirement, 1962.
8	77-78	Sales, 1966-1974.
8	79	Sales less payroll, 1966-1974.
10	80	Statistics, 1955.
8	81	Stockholders, 1954-1956.
8	82	Taxes, 1974.
10	83	Tax payments, 1974. Elizabeth Poage
9	84-85	Correspondence, 1955-1959.
9	86	College Catalogs, 1958-1959.
10	87	U.S. Navy Correspondence, 1945-1966.
9	88	U.S. Navy Correspondence, 1945-1966.

Series III. Photographs, 1882-1974, n.d. (71 total 10/1999; foldered for the first time & some adjustment in the housing, 7/14/2007)

- 13 1 1-10 Boating
1. Howard Baxter, relaxing on his sailboat.
2. Relaxation on the sailboat.
3. Sailboat race on Lake Michigan.
4. Sailboats on Lake Michigan.
5. Howard Baxter on his sailboat.
6. Sailing on Lake Michigan.
7. Howard Baxter and his sailing crew.
8. Boating on Lake Michigan.
9.
10.
- 13 2 11-19
11. Col. Edward C. Black
12. Howard Baxter - Public Service.
13. Mr. Clapperton (Howard Baxter's Father-in-law).
14.-15. Howard Baxter and Fred Dukesherer at the Muskegon Plant.
16. Robert - Elizabeth Baxter (marriage picture).
17. Howard Baxter daughter – Elizabeth.
18. Sailing on Lake Michigan. Life preserver in foreground. Man in asses & cap looking at camera with others behind.
19. Boating. Man w/o shirt, women and men in caps behind him.
- 13 3 20-29
20. View of water & sails
21. View of distant object on water near horizon
22. Liberty Lyman & Lucinda Sykes Lyman, Shiawasee Co.
23. Group of children. Family?
24. First Annual Picnic. Baxter Social Aid, 1938
25. Mrs. & Mrs. Howard Baxter, son Robert and daughter Elizabeth, and dog, 1928, on porch with brick steps.
26. Robert T. Baxter, toddler, and his Mother, with buildings behind.
27. Robert T. Baxter. Baby picture.
28. Show Girls.
29. Youth Jazz Band.

- 13 4 30-39
- 30. Woman in long dress, white gloves.
 - 31. "Flapper" Dark dress with puffy sleeves and bottom on skirt
 - 32. Group of 4 women seated and three men standing
 - 33. Two women with parasols
 - 34. Howard Baxter and the airplane (Frigidair).
 - 35. U.S. Cafe, Malamoros, Mexico, Feb. 18, 1931. Mostly men and two women with glasses, standing near the bar and looking at the camera.
 - 36. Howard Baxter – Army. (1 original + 1 copy photo) Baxter in uniform standing in front of a pillar with high iron fence rails and gate behind him.
 - 37. Gardiner and Baxter, Fine Clothing, 55 ?. Gardiner & Baxter Steam Laundry Co., (1882?). Mr. Howard Baxter, 26th Division. Blickley's at left.
 - 38. Joyant (sailboat). Photo by Morris Rosenfeld, N.Y.
 - 39. Standard Uniform, Route Salesman, Baxter Laundries, Incorporated. Three views, front, side and rear, of man in uniform and cap.
- 13 5 Nos. 40-49
- 40. Alfred Baxter and administrators. Group of 9 men, interior, formal.
 - 41. Municipal Utility Board. Courthouse? Setting, Audience in wooden chairs facing men at a long table with name labeled in front of them. Levin, Baxter, Nielson, Evans, Speaker, Matson, Wakefield, Miller, Moe(cut of)
 - 42. Elizabeth Clapperton. Oval portrait photo.
 - 43. Howard Baxter at airplane. Baxter and son(?) in the plane, wife and daughter standing by airplane.
 - 44. Mrs. Howard Baxter in fur wrap, daughter in coat, son in knee pant and cap with dog, on front steps of house.
 - 45. Mrs. Howard Baxter. Formal portrait photo of her in evening dress with dangling earrings. (profile)
 - 46.-47. Howard Baxter and the family. Interior, seated. Daughter as toddler, son as infant. 2 copies.
 - 48. Baxter Laundries Co., Muskegon Plant. Two story center with one story wing on either side. One car in front, fire hydrant.
 - 49. Baxter Laundries Co., Muskegon Plant. Two story center with one story wing on either side. Two cars in front.

- 13 6 Nos. 50-59
50. New Hampshire Skiing Contest. Group of children standing on a stage with a man handing them an envelop, trophies on a table in front.
51. Boy receiving a trophy from a man.
52. Portrait photo of a man, Randall photographer.
53. Naval Ship #336 on water near shore with palms.
54. Robert Baxter. Formal portrait photo in suit & tie.
55. Robert Baxter, 7 months (Dec. 1, 1913)
56. Frederic L. Howard? 1932
57. Donald K. Baxter? 1942.
58. Three men standing in military uniform and old man seated in front.
59. Family Photo (Alfred Baxter Childhood?) Late 19th century? Variety of formal dress. Japanese type background?
- 13 7 60-67
60. Robert and his sister, Elizabeth. She seated on an upholstery bench, he in sailor suit top, as children.
61. Howard Baxter and his family; fireplace photo. Father seated in chair with book open, children between he and the fireplace looking at the book, mother standing behind the chair.
62. Robert Baxter, Naval Officer. Formal portrait photo.
63. Sailboat Yacht. Same image as 38 above?
64. Elizabeth Baxter wedding picture. Interior with couple in wedding dress standing in hall with stairs behind. Man unidentified.
65. Howard Baxter, fishing. Standing in the White River, May 1, 1938.
66. Elizabeth Baxter, childhood photo. Toddler.
67. Yacht.
- 14 OVE 68. "Very efficient office force" Baxter Laundries Incorporated, Oct. 1928. Dressed for halloween. Women and a child.
- 14 OVE 69. Robert Baxter, Naval Officer. Portrait photo.
- 14 OVE 70. Baxter Laundries Corp., May 1909. Shows building with a row of horse drawn wagons with the Baxter name along the front.

- 13 Miscellaneous, 1918, 1929, n.d.(33 photos,10/1999, Foldered & moved to Box 13, 7/14/2007)
- 13 8 Baxter Laundry Building images (Muskegon, Mi.)
- Photo on board. Facade from across the street with sign in front.
 - 5 snapshots, ca. Early 1950s?
 - Northwest view, from across the street, Baxter sign in front of main entrance side.
 - Northwest, nearer view of left end of the front.
 - West, from across street toward the left end wing of front
 - Southwest, from across street.
 - Southwest, near end view only with stack seen through trees.
 - Postcard. New Sunshine Plant of Baxter launderers, Dry Cleaners, Muskegon, Mich. 118446-N
- 13 8 Camera Shop photo 271518. A different earlier(?) Building with three stories and dentils at the cornice, stack in rear. (Muskegon or Grand Rapids?)
- 13 9 Michigan Facilities
- Trojan. Flint, Mi. (3; three different photographers stamps)
 - Pontiac (2)
 - Lansing Laundry Co. (1)
 - Standard Laundry Co., Detroit (1)
 - Federal Laundry, Detroit (1)
 - Bay City
 - Baxter Launderers and Cleaners, Kalamazoo (1)
- 13 10 Out of State facilities
- Fame Laundry Co., Harrisburg
 - Fame Laundry Co., Covington, Kentucky (Cincinnati Division)
 - Keese Laundry, Chicago Division
 - South Shore Wet Wash, Chicago Division
 - Baxter Cleaners, Chicago Division
 - Quality Laundry Service, Milwaukee, Wis.
 - New Way Service Co., Milwaukee, Wis.
 - Beaver Falls. Partial View of Engine Room
 - Toledo Laundry Co. Exterior
 - Toledo. Tanks, machines
 - Lawrence's, Minneapolis, Minn. (2)
 - Schriver Laundry Co., 3132. Unknown location.

- 13 11 Grand Rapids Building(?) and staff
- Camera Shop photo same as 027-13-8
 - 2nd Annual Banquet of the Salesment of the Baxter Laundry Co., May 3, 1916.
 - Unidentified banquet photo, mostly men but four women included.
 - Baxter Laundry, 1939. Beckquist photographer. Exterior group (Picnic?)
 - 3rd Annual Picnic. Baxter Social Aid, Aug. 15, 1940. Beckquist's. Exterior.
- 14 x Photo no. 207. Paul L. Richards, Montgomery, Ala. "74. Army Air Force, 26th Division. Military officer, ca 1918. Rolled panoramic
- 14 x **Series IV. Miscellaneous**, 1918, 1929, n.d.
14 pen & ink drawings by Fred Baxter. (15 sheets)
- 11 sheets = Christmas booklet. 1= cover 1=blank 9=ink on paper sketches.
 - 1 small sketch of lighthouse.
 - One panoramic sketch of lighthouse, mounted on taupe paper, with note on back of mount. Gull Island.
 - Baxter 86. Sketch of woman seated, in Dutch cap
 - Drawing of man seated on ground leaning against a building.
- 13 Annual Report, 1929.
- FF.IX.A Economy soapaerator / Home Research Bureau, Inc., c. 1904. Blueprint. [Fnd. 8/29/2000 in FF's in folder labelled only "Baxter". Baxter's name is not on the drawing.]
00.[559].1 Aug. 29, 2000