

Finding aid for the Kent County Chapter American Red Cross records Collection 218

Finding aid prepared by Aaron DeKuiper

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Describing Archives: A Content Standard

Grand Rapids Public Library, Grand Rapids History and Special Collections Department

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111 Library Street NE

Grand Rapids, Michigan, 49503

616-988-5400

localhis@grpl.org

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Summary Information

Repository	Grand Rapids Public Library, Grand Rapids History and Special Collections Department
Creator	American Red Cross. Kent County Chapter.
Title	Kent County Chapter American Red Cross records
Date [inclusive]	1859-1996
Extent	23.0 Linear feet
Language	English
Abstract	<p>The Kent County Chapter of the American Red Cross was formed in 1917. This collection contains information and documentation on the organization, mostly from the 20th century, with a few items from the late 1800s. The material focuses on the Kent County Chapter, though some National information is present. The material present shows numerous aspects of Red Cross participation and activity, including large sections of photographs on volunteers and relief operations. These photographs provide visual journals of the Red Cross transformation from a small humanitarian concern into a full fledged relief agency and business operation.</p>

Biographical/Historical note

The collection contains a good deal of information on the organization and history of the American Red Cross, this is a brief summary. In the 1850's, traveling Swiss Physician Henry Dunant witnessed firsthand the atrocities of war on the battlefield of Solferino in North Italy. He realized the need for an international institution that would protect and care for the wounded in a neutral fashion. In 1859 then, he founded the International Red Cross and received vast approval from numerous nations. The Geneva Convention was signed in 1864, giving the organization international support.

The Red Cross was not accepted or appreciated in the United States until the 1880's. Philanthropist Clara Barton, like Dunant before her, had seen the horror of combat in the American Civil War and lobbied Congress successfully for creation of the American Red Cross Society. Before long, the Red Cross proved its worth in disaster relief such as the forest fires in Michigan in 1881. Numerous chapters sprang up across the country, including the Kent County one in 1917. Kent County Red Cross volunteers got involved in projects both locally and also on a wider scale, participating in both World Wars and Vietnam. The years between such wars saw countless floods, tornadoes and other disasters to occupy Red Cross workers' time. Volunteers grew in number and diversity each year, from youths to the "Gray Ladies."

As the years moved on, the Red Cross got involved in all aspects of community health, including the Grand Valley Blood Program and the creation of a wide range of information pamphlets to increase awareness of important acts and dangers in everyday life. A headquarters was opened on Fuller street in 1969, and from there the Kent County Chapter continued to distribute aid both to the local community and to the National Red Cross office. By the 1990's, the Kent County Red Cross had become a full fledged business operation, with campaigns to raise large amounts of money from individuals and corporations, many staff and office members to perform necessary operations and frequent parties to recognize those who give their time and money to help others.

Scope and Contents note

The collection provides a wide overview of the American Red Cross in Kent County, touching on disasters, volunteers and community services, such as a large gathering of informational pamphlets. As the collection is a vast and sweeping survey of over a hundred years of Red Cross history, much of it is generalized. The materials are physically housed according to type first and then year, as many items of the same type belong to different series the series organization takes place only in this finding aid.

In the collection itself, there are a few items of particular note. First, there are two VHS tapes which detail Red Cross history. Next, there are many books, some dating from before 1900, and including recollections by both Henry Dunant and Clara Barton. Lastly, there are around 5000 photos in the

collection, providing visual documentation of many activities and events the Kent County Chapter has been involved in.

Administrative Information

Publication Information

Grand Rapids Public Library, Grand Rapids History and Special Collections Department June 2001

Immediate Source of Acquisition note

Accession number 1998.067 [Post receipt accession]

Related Materials

Related Archival Materials note

Coll. 034, Kent County Health Department Collection, contains some information and publications which may overlap the Red Cross organization.

Controlled Access Headings

Corporate Name(s)

- American Red Cross. Kent County Chapter.

Genre(s)

- business records

Geographic Name(s)

- Grand Rapids (Mich.) -- History
- Kent County (Mich.) -- History

Subject(s)

- Charities -- Michigan -- Kent County
- Disaster relief

Series I. Disasters and Relief Operations, Non Grand Rapids sites.

Collection Inventory

Series I. Disasters and Relief Operations, Non Grand Rapids sites.

Scope and Contents note

This series focuses on the wide array of disasters and relief efforts of the Kent County Chapter, but for sites outside of the Grand Rapids area. Floods, hurricanes, tornadoes and famine, as well as others are depicted in these images from throughout the United States and internationally. Some slides and news clippings provide further information. Also included are many informational pamphlets that deal with disasters and how to handle them, showing Red Cross standard procedures. This series appears to show images of what the Red Cross is most often known for, showing firsthand what they deal with and how they help people.

Subseries A. Publications.

Books

	Box	Folder
When Disaster Strikes, 1948	1	13
Scrapbook, Eastern Floods, 1936	26	1

Pamphlets

	Box	Folder
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Subseries B. Clippings

In the Wake of Disaster, 1963	9	6
Using Trained Volunteers in disaster services, 1950	9	6
Earthquake preparedness, 1986	9	6
Disaster Handbook, 1966	9	6
Mass care in disaster, 1951	9	6
What to do in a disaster, 1972	9	6
Tornado Warning, 1976	9	6
Subseries B. Clippings		
	Box	Folder
News Clippings, Tornado, 1956	12A	23
Ohio-Mississippi Flood Disaster, 1937	10	15
Subseries C. Graphics.		
Slides		
	Box	Folder

Photographs

Disaster Relief, 1970s (148)	13	4
Disaster Relief, 1980s (54)	13	5
Disaster Relief, n.d. (82)	13	6
International Operations, n.d. (156)	13	7
Photographs		
	Box	Folder
Northeast Floods, 1955 (3)	7	15
Tornado, 1956 (1)	7	17
Hungarian Relief, 1957 (39)	7	19
Relief Operations, 1957 (1)	7	20
International Relief, 1960 (2)	7	27
Hurricane Carla, Texas, 1961 (1)	7	30
Cuban Crisis, 1962 (1)	7	31
Chincoteague Island Flood, 1962 (1)	7	32

Photographs

Denver Flash Flood, 1965 (5)	7	39
Topeka Tornado, 1966 (2)	7	40
Hurricane Dealah, Texas, 1967 (4)	7	48
Texas Relief, 1967 (4)	7	49
Famine victim, 1968 (1)	7	53
Relief Operations, late 1960s (9)	7	54
Pakistan Relief, 1970 (4)	7	62
Peru Earthquake, 1970 (7)	7	63
Texas Tornado, 1970 (1)	7	64
Hurricane Agnes (+ Bob Hope), 1972 (13)	7	66
Black Hills Floods, 1972 (4)	7	67
Buffalo Creek Floods, 1972 (4)	7	68
Relief Operations, 1973 (4)	7	74
St. Louis Floods, 1973 (4)	7	75

Photographs

Hurricane Carmen, Louisiana, 1974 (1)	7	77
Honduras, 1974 (2)	7	78
Ohio Tornado, 1974 (3)	7	79
Relief Operations, 1976 (8)	7	83
Blackfoot Idaho Flood, 1976 (7)	7	84
Relief Operations, 1977 (11)	7	87
Vietnamese Emigrees, 1978 (4)	7	88
Texas Floods, 1978 (4)	7	89
Relief Operations, 1982 (4)	7	94
Hurricane Alicia, Texas, 1983 (4)	7	97
Relief Operations, Africa, 1945-1985 (4)	7	98
Relief Operations, MI, various d's (29)	8	3
African Famine Relief, n.d. (13)	8	15
Kidney Transplant from China, n.d. (10)	8	16

Negatives

Mexican Earthquake Relief, n.d. (8)	8	17
International Relief, n.d. (34)	8	18
Relief Operations, n.d. (66)	8	19
Relief Operations, USA, n.d. (42)	8	21

Negatives

	Box	Folder
California Floods, 1995 (35+ negatives)	16	1
Sunrise Apt. Fire, 1995 (16+ negatives)	16	2
Hurricane Marilyn, St. Thomas, 1995 (8)	16	3
Disaster Drill- Pipeline Explosion, 1995 (62)	16	4
L.A. Earthquake, 1990s (75)	16	15
Emergency Services, n.d. (49)	16	17

Buck creek Flood, 1948 (14+ negatives)		
	Box	Folder
	27	1
Images	Box	Folder

Series II. Organization, Records, and History

Mixed Materials	17	1
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Tornado Aftermath, Standale, 1956 (8+ negatives)

	Box	Folder
Images	27	2
	Box	Folder
Mixed Materials	17	2

	Box	Folder
Disaster Services, 1970s (35)	17	7
Disaster Services, 1979 (4)	17	13
Emergency Services, 1988 (5)	17	25
Tuscola Flooding, 1996 (16)	21	9

Series II. Organization, Records, and History

Scope and Contents note

This series deals with the details of the organization of the Kent County Chapter as a group and a business, throughout its history. There are many records of expenditures and fund raising activities including the extensive capital campaign. Also included are photos that show the organization such as displays. Also, the information dealing with the history of the Red Cross is present here, including a wide range of news clippings that have not been specified as belonging elsewhere. These provide insight into the Red Cross activities, and while relatively unprocessed, careful study of the articles present offers much information as the Red Cross matures and grows. Also included is a vast collection of scrapbooks. These touch on some specific areas of the Red Cross, and also provide more general information. They

Subseries A. Publications

fill two cubic boxes and more, offering myriad examples of what the Red Cross does and did, and inroads into what documents were deemed important in showing that at the time of each scrapbook's creation. Generally, this series provides basic facts and information on the Red Cross as a whole, to compliment the display of specific activities and people within it in the other series.

Subseries A. Publications**Books**

	Box	Folder
The Red Cross by Clara Barton, 1903	1	2
Michigan Manual, 1915	1	3
A Memory of Solferino by Henry Dunant, 1939	1	8
Angel on the Battlefield :Life of Clara Barton,1956	2	2
This is Our Michigan, 1959	2	5
Encounter with Henry Dunant, 1963	2	7
Enfermeria en el Hogar, 1966	2	11
Let's Find Out About the Red Cross, 1969	2	13
The Gift Relationship, 1971	2	14

Pamphlets

Primeros Auxilios, 1974	2	15
		Box
We The 48th, n.d.		21
	Box	Folder
Clara Barton- Professional Angel, 1987	3	1
Pamphlets		
	Box	Folder
How 300 companies handle contributions.	9	13
N. Vietnam and the Geneva Conventions, 1971	9	14
For the common weal, 1955	9	14
International Red Cross, 1951, 1970, 1979, 1988	9	14
International Services, 1967	9	14
International Relations, 1962	9	14
International Social Services, 1987	9	14
International Activities, 1960	9	14

Histories (6)

Histories (6)		
	Box	Folder
Story of the Red Cross, 1943	10	9.1
The American Red Cross : a brief story, 1944(2), 1951(2)	10	9.1
Story of the Red Cross / ANRC, Southeastern Area, 1961	10	9.1
General publications		
	Box	Folder
Clara Barton, 1882 (2) 1951	10	9.2
You and the Red Cross, 1951	10	9.2
Scriptographic Society, 1965	10	9.2
Southwest Texas Flood, 1954	10	9.2
2 March 1882 items (published, source unknown)	10	9.2
World War II (2)		
	Box	Folder
Report for the war period, 1942-1944	10	9.3

International (2)

War Relief Abroad, 1939-1941	10	9.3
International (2)		
	Box	Folder
League of Red Cross Societies, n.d.	10	9.4
InterArma Caritas, 1947	10	9.4
Local and Michigan (1 pamphlet + 8 copied sheets)		
	Box	Folder
Red Cross Kalamazoo, n.d.	10	9.5
Lightner Correspondence, 1925, 1927 (3, copies only)	10	9.5
Jackson Correspondence, 1925 (1. copy only)	10	9.5
Lightner Recognitions, 1944, 1947, 1948. Lightner (3, copy only)	10	9.5
Lockwood Cup. pg. 14 Unknown source (1, copy only)	10	9.5
“Summer Luring Young to Water” July 24, 1925 (photocopy of clipping) Source Unknown.	10	9.5
Subseries B. Records and History		
	Box	Folder

Subseries B. Records and History

Chapter Organization	9	10
Chapter History	9	11
Diary of a nurse in the great flood, 1937	9	12
History Kent County Red Cross, 1917-1942 (x2)	9	13
History Kent County Red Cross, 1943-1967 (x2)	9	14
The Red Cross Activities of the American People, 1955	9	16
Red Cross Motor Service Records, 1950s	9	17
Red Cross Open House, 1969, 1975	9	18
Red Cross Service Record, 1939-1946	9	19
Geneva Convention Document photocopies, 1860sRed	9	20
Cross Historical Papers, 1905 Charter, various d's	9	21
Capital Campaign Records- Projects and Minutes	11	1
United Way and Volunteers	11	2
Promotional and Support Materials	11	3

Subseries B. Records and History

Foundation Division	11	4
Donation Follow-ups and Pendings	11	5
Donation Thank-You's and Family Division	11	6
Campaign Organizer and Cash Flow Projector	11	7
Corporate Division 1	11	8
Corporate Division 2	11	9
Community Division	11	10
Final Reports and Results	11	11
Correspondence A-K	11	12
Correspondence L-Z	11	13
Corporate Correspondence A-K	11	14
Corporate Correspondence L-Z	11	15
Various Records- Donations Kit, 1964	11	16
Donors List 1987-88	11	17

Subseries C. Scrapbooks

Architectural Proposals, 1989	11	18
Building and Construction Papers	11	19
Board of Directors Meeting Minutes, 1980	11	20
Blood Program Book, 1974	11	21
Jack Otte Administration History, 1990	11	22
Construction Costs and Reports, various d's	11	23
Building Committee Memos and Reports, various d's	11	24
Construction Correspondence, various d's	11	25
Blueprints and Design Specs, various d's	11	26
Centennial Calender, 1981	26	3
Corporate Fundraising Record, n.d.	26	5
Historical Atlas, n.d.	26	6
Rand McNally World Atlas, 1942	26	6
Subseries C. Scrapbooks		

Subseries C. Scrapbooks

	Box	Folder
Scrapbook, ARC, 1975-77	3	15
Scrapbook, ARC, 1977-78	3	16
Scrapbook, ARC, 1977-78	3	17
Scrapbook, ARC, 1978-79	3	18
Scrapbook, ARC, 1978-79	4	1
Scrapbook, ARC, 1979-80	4	2
Scrapbook, ARC, 1979-80	4	3
Scrapbook, ARC, 1980-81	4	4
Scrapbook, ARC, 1980-81	4	5
Scrapbook, ARC, 1982-83	4	6
Scrapbook, ARC, 1982-83	4	7
Scrapbook, ARC, 1983-84	4	8
Scrapbook, ARC, 1984-85	4	9

Subseries C. Scrapbooks

Scrapbook, ARC, 1984-85	4	10
Scrapbook, ARC, 1985-86	4	11
Scrapbook, ARC, 1986-87	4	12
Scrapbook, ARC, 1986-87	4	13
Scrapbook, ARC, 1987-88	4	14
Scrapbook, ARC, 1987-88	4	15
Scrapbook, ARC, 1988	5	1
Scrapbook, ARC, 1988-89	5	2
Scrapbook, ARC, 1989	5	3
Scrapbook, ARC, 1991	5	4
Scrapbook, ARC, 1991	5	5
Scrapbook, ARC, 1991	5	6
Scrapbook, Newsletters, 1971-77	5	7
Scrapbook, Newsletters, 1977-80	5	8

Subseries C. Scrapbooks

Scrapbook, Newsletters, 1981-89	5	9
Waste Materials Series- Paper Products, 1939	5	10
Waste Materials Series- Textiles, 1939	5	11
Senkonyo Japan Junior Red Cross, n.d.	5	14
Scrapbook, n.d.	5	15
Ector Thyfault Correspondence, various d's	5	16
Scrapbook, Various Awards, 1944-1991	5	17
Various Correspondence and Papers, n.d.	5	18
Scrapbook, Talent Troupe Handbook, n.d.	5	19
Scrapbook, n.d.	6	1
Scrapbook, 1931-35	6	2
Scrapbook, 1950s-60s	6	3
		Box
Scrapbook, 1956-		22

Subseries D. News Clippings

Scrapbook, 1959-		23
Scrapbook, 1966-		24
Scrapbook, 1974-		25
Subseries D. News Clippings		
	Box	Folder
The Literary Digest, 1917	12A	1
News Clippings, 1918	12A	2
News Clippings, 1926	12A	3
News Clippings, 1928	12A	4
News Clippings, 1937	12A	5
News Clippings, 1928-1938	12A	6
News Clippings, 1942	12A	7
News Clippings, 1943	12A	8
News Clippings, 1945	12A	11

Subseries D. News Clippings

News Clippings, 1946	12A	13
News Clippings, 1947	12A	14
News Clippings, 1948	12A	15
News Clippings, 1949	12A	16
News Clippings, 1950	12A	17
News Clippings, 1952	12A	18
News Clippings, 1953	12A	19
News Clippings, 1954	12A	20
News Clippings, 1955	12A	21
News Clippings, 1956	12A	2
News Clippings, 1957	12A	24
News Clippings, 1959	12A	25
News Clippings, 1963	12A	26
News Clippings, 1965	12A	27

Subseries D. News Clippings

News Clippings, 1967	12A	28
News Clippings, 1968	12A	29
News Clippings, 1969	12A	30
Grand Rapids Chamber of Commerce News, 1969	12A	31
News Clippings, 1970	12A	32
Letters and Publications, 1970s	12A	33
News Clippings, 1970s	12A	34
National Notes, 1971-1974	12A	35
News Clippings, 1973	12A	36
American Baby, 1973	12A	37
News Clippings, 1974	12A	38
News Clippings, 1975	12B	39
News Clippings, 1976	12B	40
News Clippings, 1977	12B	41

Subseries E. Organizational Documents

News Clippings, 1980	12B	43
News Clippings, 1981	12B	44
National Geographic, 1981	12B	45
Public Service Announcements, 1976- 1983	12B	46
News Clippings, 1985	12B	47
News Clippings, Unknown	12B	48
Uniforms, Insignias, and Awards, 1966	12C	55
Subseries E. Organizational Documents		
	Box	Folder
Fund Raising Events and Papers, 1988-89	12C	56
Las Vegas Workers, 1989	12C	57
Vegas Night and Car Show Fundraising Papers, 1989	12C	58
Red Cross Promotional Materials, various d's	12C	59
Assorted Red Cross Clippings and Materials, various d's	12C	60

Subseries E. Organizational Documents

International Red Cross Poster, n.d.	12C	61
International School Art Program Pamphlets and Materials, various d's	12C	62
Group Insurance Plan for Red Cross Employees, 1974	12C	63
Use of Name, Flag, Emblem of Red Cross, 1949, 1967	12C	56
Directory of Services, American Red Cross, n.d.	12C	56
It Could Be Your Neighbor, 1980	12C	56
Red Cross Services and Programs, 1968	12C	56
Introduction to the Red Cross, 1951	12C	56
American Red Cross Volunteer, 1967	12C	56
Your Supplemental Retirement Income Plan, n.d.	12C	56
The Case For Freedom in Welfare Fund Raising, 1949	12C	56
Grand Rapids Doctors Directory, 1978	12C	56
MWA Credit Union- It's where you belong, n.d.	12C	56
A Partner in a Joint Venture, n.d.	12C	56

Subseries F. Graphics

Personnel Policies Manual, 1966	12C	56
Celebrating 80 Years of Security, Integrity, and Results, 1997, 2 copies	12C	56
		Box
Video- "Open For Emergencies," 1989, 6 minutes, 30 seconds, Cynthia Kay, Wayne Glatz, Film and Video Inc.		4

Scope and Contents note

This short video is a promotional production to spread the work of the American Red Cross. It highlights the work of the ARC in disaster relief, communication between distant or wartime families, and also education of the community. An unnamed Kent County ARC volunteer speaks on the specific efforts of the Kent County Chapter in assisting the National ARC.

Video- "Growing Up Together," 1981, 15 minutes, 58 seconds, Producers- Francine Kaplan and Michael Smith, Writer- Alan Rottig.

5

Scope and Contents note

This video chronicles the growth of the American Red Cross through motion pictures. It documents the discovery of old video footage and the process of restoring it to viewable quality through a painstaking process that allows otherwise too damaged or decomposed film to be of us again. The tape itself is a history production that shows authentic and rare footage of the National ARC activities from the beginning of the 1900s through World War I, the Great Depression, World War II, and into the Korean War. ARC promotional films by Shirley Temple and Betty Davis from the 1930s and 1940s are included.

Subseries F. Graphics

Slides

Slides		
	Box	Folder
Promotional, n.d. (88)	13	9
Photographs		
	Box	Folder
Red Cross Parade in Sparta, 1917 (2)	7	1
Assorted, 1970s(23)	7	60
Red Cross Displays, various (19)	8	5
Promotional, various (25)	8	6
Kent County Chapter Chairmen, various (15)	8	7
Important members in Red Cross History, n.d. (38)	8	12
Celebrities and Notable People, n.d. (8)	8	13
Unidentified photos, (52+ 1 negative)	8	30
Assorted Grand Rapids area houses and buildings, 1960s-1970s (93)	15	1
Red Cross Displays and Promotional, n.d. (26)	16	18

Series III. General Health and Wellbeing

Unknown, n.d. (6)	16	19
Aerial views of Grand Rapids area / housing, 1956 (11+ negatives)		
	Box	Folder
Images	27	3
	Box	Folder
Mixed Materials	17	3
	Box	Folder
Clara Barton's Birthplace, 1984 (4)	17	18
Red Cross Window Display, 1989 (49+ negatives)	18	6
Miscellaneous, n.d. (33)	21	15
Assorted Red Cross photos (15)	26	4

Series III. General Health and Wellbeing**Scope and Contents note**

This series consists of all printed material, detailing the efforts of the Red Cross to educate the community on dangers and important issues. It travels from such things as pamphlets on diet and nutrition to those on pollution to those on pet emergencies. Included are scrapbooks and photos of community blood drives, showing the Red Cross locally in action.

Books

Scrapbooks

	Box	Folder
Maternity- A Book for Every Wife and Mother, 1887	1	1
Home Hygiene and Care of the Sick, 1925	1	4
Home Hygiene and Care of the Sick, 1933	1	5
Guide for Instructors in Home Hygiene and Care of the Sick, 1935	1	6
Illustrated Pocket Medical Dictionary, 1952	1	16
Canoeing, 1956	2	3
Health is a Community Affair, 1966	2	9
Fighting High Blood Pressure in the Inner City, 1979	2	17
Human Genetics, 1980	2	18
Coping with Cancer, 1980	2	19
Diet, Nutrition, and Cancer, 1982	2	20
Scrapbooks		
	Box	Folder
Scrapbook, GVBVP, 1974-76	3	2

Pamphlets

Scrapbook, GVBP, 1976-77	3	3
Scrapbook, GVBP, 1977-78	3	4
Scrapbook, GVBP, 1978-79	3	5
Scrapbook, GVBP, 1979-80	3	6
Scrapbook, GVBP, 1980-81	3	7
Scrapbook, GVBP, 1982-83	3	8
Scrapbook, GVBP, 1983-84	3	9
Scrapbook, GVBP, 1984-85	3	10
Scrapbook, GVBP, 1985-86	3	11
Scrapbook, GVBP, 1985-86	3	12
Scrapbook, GVBP, 1986-87	3	13
Scrapbook, GVBP, 1987-88	3	14
Scrapbook, Red Cross Blood Program, 1969-	5	13

Pamphlets

Pamphlets

	Box	Folder
Drugs and You, 1972	9	2
ABC's of Drinking and Driving, 1972	9	2
What Everyone Should Know About Drug Abuse, 1972	9	2
What Everyone Should Know About Alcoholism, 1972	9	2
Magen David Info Kit, n.d.	9	2
The story of blood, 1963, 1967	9	3
GVBP Organization Guidelines, n.d.	9	3
Nutrition for patients receiving chemotherapy and radiation treatment, 1974	9	5
Aging and Cancer management, 1979	9	5
Cancer Immunotherapy, 1980	9	5
Cancer of the Larynx, n.d.	9	5
Cancer Factbook, 1980	9	5
Cancer sourcebook for nurses, 1981	9	5

Pamphlets

Carcinogens in the workplace, 1979	9	5
What Everyone should know about cancer, 1972	9	5
Diet, Nutrition, and Cancer Prevention, 1984	9	5
Diagnosis of Breast Cancer, 1977	9	5
Early Diagnosis of Colorectal Cancer, 1981	9	5
Oral Cancer, 1973	9	5
Ovarian Cancer, 1980	9	5
Understanding the Cancer patient, 1980	9	5
Home Oncology, 1980	9	5
Control of Carcinoma of the Endometrium, 1980	9	5
Facts about potassium, 1977	9	9
Ways to foil food infections, 1971	9	9
ABC's of good nutrition, 1972	9	9
Convenience food facts, 1984	9	9

Pamphlets

Fast Food facts, 1984	9	9
ABC's of on the job housekeeping, 1971	9	10
You and your eyes, 1972	9	10
You and your heart, 1970	9	10
You vs. Virus, 1971	9	10
Five ways to feel fit, n.d.	9	10
You and poison, 1972	9	10
Protect your hands, 1972	9	10
Supercell Twins, 1979	9	10
Stress 1958	9	10
Stress, 1958	9	10
To smoke or not to smoke, 1972	9	10
You and noise, 1972	9	10
Seventy four health and safety booklets order form, n.d.	9	10

Pamphlets

The careless smoker, 1971	9	10
What everyone...about venereal disease, 1972	9	10
What everyone...about mental health, 1972	9	10
What everyone...about fluoridation, 1970	9	10
This could save your life, n.d.	9	10
What every mother should know, 1920	9	10
Family limitation, 1920	9	10
Handbook for improving HBP control, n.d.	9	11
HBP control in the work setting, n.d.	9	11
Information on HBP, n.d.	9	11
National Report on HBP, 1980	9	11
Guide to language and life in the US, 1980	9	15
ASL alphabet, n.d.	9	15
UN Leaders Guide, 1964	9	16

Pamphlets

How to lead discussions, 1956	9	16
Taking action in the community, 1960	9	16
How to use role playing, 1960	9	16
Conducting workshops and institutes, 1960	9	16
Better boards and committees, 1960	9	16
Streamlining parliamentary procedure, 1960	9	16
Conference leadership techniques, n.d.	9	16
Group effectiveness, 1961	9	16
Chairman's guide to money making projects, 1964	9	16
You hold the keys, 1970	9	16
Pollution-Let's make America beautiful again, 1971	10	2
Needed: Clean Air, 1967	10	2
It's a dirty old world, 1970	10	2
Speeches-How to handle the Q&A, n.d.	10	4

Slides

How to read a speech, n.d.	10	4
How to use audio-visual aids, n.d.	10	4
You are the next speaker, n.d.	10	4

Slides

	Box	Folder
Blood Slides, 1970s (182)	13	1
Blood Slides, 1980s (89)	13	2
Blood Slides, n.d. (40+ 6 oversized)	13	3
Special Child Care Course, n.d. (33)	13	10

Photographs

	Box	Folder
Blood Donations, 1960s (16)	7	24
Blood Donations, 1970s (33)	7	59
Health Fair, N. Kent Mall, 1972 (6)	7	69
Wood Radio Save-A-Life, 1985 (18)	7	101

Series IV. Safety

Blood Donations, n.d. (3)	8	14
Wood Radio Blood Drive, 1988 (23)	15	3
CPR Saturday, 1996 (42)	16	14
Blood Donations, 1977 (9)	17	10
Blood Donations, 1983 (3)	17	16
Blood Donations, 1984 (20)	17	17
Blood Donations, 1985 (19)	17	20
Health Expo and Fair, 1988 (21)	17	24
Health Expo Eastbrook Mall, 1990 (13)	19	5
Health Expo- Cholesterol Screening, 1991 (4)	20	5
Health Expo, 1993 (2)	20	9
HIV Class, 1996 (15)	21	11

Series IV. Safety**Scope and Contents note**

Books

This related series focuses on specific wellbeing of safety amidst activity. There are photos showing examples of first aid and rescue, as well as a few slides. A large informational pamphlet section touches on many aspects of safety, with a large section on boating and vehicular safety.

Books

	Box	Folder
First Aid Textbook, 1937	1	7
Piloting, Seamanship, and Small Boat Handling, 1955	1	17
Life Saving and Water Safety, 1956	2	1
First Aid, 1957	2	4
First Aid Textbook for Juniors, 1969 (x2)	2	12
First Aid and Personal Safety, 1975	2	12

Pamphlets

	Box	Folder
Don't Worry about Home Accidents, 1972	9	1
Accidents Don't Take Holidays, 1971	9	1
Your Next Accident, 1971	9	1

Pamphlets

How Do You Rate as an Accident Risk, 1972	9	1
32 Ways You Can Prevent Falling Accidents, 1971	9	1
Basic Rules for Outboard Boating, n.d.	9	4
Anchors Aweigh, n.d.	9	4
Boating Guide, 1959	9	4
Basic Rowing, 1964	9	4
Basic Sailing, 1970	9	4
Boat Security, n.d.	9	4
Basic Rescue and Water Safety, 1974	9	4
What Every Boater Must Know, 1963	9	4
What Everyone...about boating safety, 1972	9	4
Aids to Maritime Navigation of the US, 1965	9	4
Basic Outboard Boating, 1964	9	4
Basic Canoeing, 1963, 1965	9	4

Pamphlets

Throw Your Rope Aboard Your Boat, 1950	9	4
Recreational Boating Guide, 1961	9	4
US Coast Guard Courtesy Examiners Handbook, 1966	9	4
Fire- what would you do? 1972	9	7
Home Fire Prevention, 1971	9	7
A clean house prevents fire, 1971	9	7
Firetraps checklist, 1971	9	7
They are too young to burn, 1960	9	7
Burn prevention grades K-3 1975	9	7
What everyone should know about first aid, 1972	9	8
First aid for Laryngectomees, 1971	9	8
First aid for little people, n.d.	9	8
First aid for poisoning, n.d.	9	8
Red Cross first aid module, 1977	9	8

Pamphlets

Expired air methods, 1962	9	8
Basic first aid, 1970	9	8
Restore breathing and save lives, n.d.	9	8
You and safety, 1966	10	3
What everyone...about electric safety, 1964	10	3
Your family's safety, 1957	10	3
Safety by the "yard" 1970	10	3
Safety tips for your vacation, 1971	10	3
How to ski safely, 1969	10	3
Safety checks for skin and scuba diving, 1969	10	3
Play safe for more winter fun, 1968	10	3
Safety in boat fueling, n.d.	10	3
Swimming and water safety, 1968	10	3
ABC's of foot safety, 1970	10	3

Pamphlets

What everyone...about hunting safety, 1970	10	3
ABC's of moving things, 1972	10	3
What everyone...about natural gas safety, 1972	10	3
ABC's of office safety 1971	10	3
ABC's of on the job safety, 1972	10	3
ABC's of water safety, 1971	10	3
Community water safety, n.d.	10	3
Teaching Johnny to swim	10	3
What everyone should know about bicycles, 1971	10	5
ABC's of pedestrian safety, 1972	10	5
"You bet your life" road accident data, 1966	10	5
Join the school bus safety team, 1972	10	5
Safety tips for professional drivers, 1970	10	5
Highway safety, 1960	10	5

News Clippings

Hold everything- why to use safety belts, 1971	10	5
Motorcycling and you, 1969	10	5
Comparative rules of the road, 1946	10	5
Know your roads, 1972	10	5
What every woman should know about cars, 1971	10	5
You and your car, 1972	10	5
News Clippings		
	Box	Folder
Pet Emergency Training Course, 1984	12C	53
Slides		
	Box	Folder
Safety Care, n.d. (68)	14	1
Photographs		
	Box	Folder
Telephone Pole Lifesaving Techniques, 1967 (3)	7	45

Subseries V. People of the Red Cross

First Aid, 1972 (4)	7	70
Snowmobile Safety, 1972 (5)	7	71
Hunter Safety, 1973 (1)	7	72
Pet First Aid, 1985 (8)	7	99
Water Safety, various (50)	8	4
Automobile Accidents, n.d. (7)	8	20
First Aid and Rescue, n.d. (12)	8	24
First Aid People, n.d. (18)	8	25
Red Cross Courses, n.d. (5)	8	26
Disaster Drill, 1996 (25+ negatives)	16	13
Mock Disaster- Forest Hills, 1985 (37)	17	21

Subseries V. People of the Red Cross**Subseries A. Volunteers****Scope and Contents note**

Pamphlets

This sub-series shows Red Cross volunteers and how they are organized. There are numerous photos and slides of volunteers at work spanning many years, as well as pamphlets of instruction on volunteering and how to handle volunteers. These provide some insight into the people behind the relief operations and what a normal person can do to help those in need.

Pamphlets

	Box	Folder
Volunteers-Working effectively in groups, 1981	10	6
Recruitment process- leader's guide, 1976	10	6
Follow through for Volunteer leaders, 1966	10	6
Placing volunteers, 1968	10	6
Starting from scratch to organize volunteers, 1967	10	6
Volunteers serving the community- expanding horizons, 1969	10	6
What is recognition, 1969	10	6
Instructional guide for introduction to the Red Cross, 1965	10	6
Principles of Volunteers service, 1962	10	6
How to succeed with Volunteers, 1962	10	6

Pamphlets

Placing volunteers, 1953, 1962	10	6
Volunteering- Opportunities unlimited, 1969	10	7
Production and supply service, 1948	10	7
Voluntary action and the realization of freedom, 1973	10	7
Help wanted- volunteers needed, 1976	10	7
You and your volunteers, 1967	10	7
Volunteer service to hospitals by youth, 1958	10	7
Entertainment and instruction service, 1948	10	7
Training the volunteer to assist the home teacher of the adult blind, 1964	10	7
Staff assistance corps, 1941	10	7
Staff aide service, 1951, 1956	10	7
Administration of volunteer special services, 1942, 1948	10	7
Mabel Boardman- Devoted volunteer, 1961	10	7
Volunteer nurses aide service, 1948	10	7

Scrapbooks

You and the Red Cross, 1970	10	7
Scrapbooks		
	Box	Folder
Scrapbook, Red Cross Grey Lady, 1942	5	12
Slides		
	Box	Folder
Volunteer Services, 1970s (146)	14	2
Volunteer Services, 1960s-1980s (42)	14	2
Volunteer Recognition, 1989 (24)	14	2
Photographs		
	Box	Folder
Kent County Gray Ladies, 1950-1957 (11)	7	9
Volunteers, 1955 (1)	7	14
Volunteers, 1957 (1)	7	18
Volunteers, 1959 (1)	7	23

Photographs

Volunteers, 1960 (2)	7	28
Volunteers, 1961 (3)	7	29
Volunteers, 1964 (1)	7	35
Volunteers, 1966 (8)	7	42
Volunteers, 1967 (8)	7	46
Volunteers, 1968 (3)	7	51
Volunteers, 1969 (14)	7	56
Volunteers, 1970-1971 (10)	7	65
Volunteers, 1974 (2)	7	76
Volunteers, 1976 (3)	7	82
Volunteers, 1977 (3)	7	86
Volunteers, 1980 (1)	7	91
Volunteers, 1982 (2)	7	93
Transportation Volunteers, 1991 (8)	7	102

Subseries B. Youth

Transportation Volunteers, various (30)	8	2
Activities and Volunteers, n.d. (15)	8	9
Volunteers, n.d. (79)	8	10
Volunteer Activities, n.d. (37)	8	11
Staff and Volunteers, n.d. (58)	16	16
Volunteers, 1979 (33)	17	14
Volunteers, 1987 (8)	17	23
Staff and Volunteers, 1989 (19)	19	2
Volunteer Cheerleaders, 1990 (24)	19	6
Transportation Services Highway Cleanup, 1991 (17)	19	14
Volunteers, n.d. (33)	21	16

Subseries B. Youth**Scope and Contents note**

This sub-series contains documents relating to youths in the Red Cross. Youth volunteers slides and photos are separate from the standard volunteer ones, and allow us to see how young people are

Books

introduced to what the Red Cross does and given activities they are capable of doing to help. As with earlier series, there are information pamphlets which deal with the role of youth in the Red Cross.

Books

	Box	Folder
Programmed Instruction- Student's Manual, 1966	2	10
Scrapbook, Junior Red Cross Journal (Braille), 1954, 1962	26	2

Pamphlets

	Box	Folder
Become a Red Cross youth volunteer, n.d.	10	8
All are brothers, n.d.	10	8
The role of youth in the Red Cross, 1960, n.d.	10	8
Youth work on a small budget, n.d.	10	8
Junior Red Cross Handbook, Kent County, n.d.	10	8
Junior Red Cross Handbook, Baltimore, n.d.	10	8
Youth services, San Diego, CA, 1977-78	10	8

News Clippings

Midwestern Area Red Cross youth position statement, 1967	10	8
News Clippings		
	Box	Folder
Junior red Cross Training Center, 1957	12C	54
Slides		
	Box	Folder
Youth Services, n.d. (335)	14	5
Photographs		
	Box	Folder
Youth Volunteers 1950 (3)	7	10
Youth Camps and Projects, 1956-1960 (28)	7	16
Youth Volunteers, 1958 (1)	7	22
Youth Volunteers, 1960s (42)	7	25
Youth Services, 1960s (9)	7	26
Exchange Students, 1962-1963 (12)	7	33

Photographs

Youth Volunteers, 1970s (18)	7	61
Youth Volunteers, 1973 (7)	7	73
Youth Volunteers, 1975 (4)	7	80
Youth Volunteers, 1980s (5)	7	90
Youth/ Junior Red Cross, various d's (48)	8	1
Youth/ Woodshop Projects, n.d. (8)	8	8
Youth First Aid Training, n.d. (4)	8	27
Youth Volunteers, 1971 (32)	17	8
Youth Carnival Finale, 1979 (6)	17	11
Youth- Fun, Sun, and Swim, 1979 (12)	17	12
Training Programs- Boy Scouts, 1992 (16)	20	6
International Youth, n.d. (6)	21	14
Youth, n.d. (23)	21	17
Youth Camp, n.d. (24)	21	18

Subseries C. Staff and Functions**Subseries C. Staff and Functions****Scope and Contents note**

This deals with the more organized Red Cross again, including many photos of staff members from the later part of the 20th century. Also present are photos of official functions such as fund raisers and annual meetings. This sub-series focuses almost entirely on the people within, having mostly photos and no records of these events.

Pamphlets

	Box	Folder
Here's to your health, 1971	9	12
Welcome hospital visitor, 1971	9	12
Who's who in a hospital, 1971	9	12
How to speak hospital language, 1972	9	12
Join the "Candy Strippers" 1972	9	12
About Emergency services, 1972	9	12
What everyone should know about hospitals, 1972	9	12
What everyone should know about R.N's	9	12

News Clippings

News Clippings		
	Box	Folder
National Convention, 1970s- 3 programs	12B	49
Annual Meetings, 1971, 72, 74, 76, 77, 78,	12B	50
Annual Reports		
	Box	Folder
1943/1944	12.9	51
1944/1945 (00.[3383].1)	12.9	51.1
1946	12.9	51.2
1947	12.9	51.3
1948/1949 (00.[3383].2)	12.9	51.4
1949/1950 (00.[3383].3)	12.9	51.5
1981	12.9	51.6
1985	12.9	51.6

Photographs

Photographs		
	Box	Folder
Annual Meeting, 1975 (4)	7	81
Annual Meeting, 1980 (18+ negatives)	7	92
Annual Meeting, 1982 (33+ negatives)	7	95
Annual Meeting, 1983 (negatives)	7	96
Annual Meeting, 1985 (negatives)	7	100
Tower at 1050 Fuller st. blows down, 1980s (30+ negatives)	15	2
Exterior of 1050 Fuller Building, 1988 (12+ negatives)	15	4
Fund Raising- Garage Sale, 1989 (20+ negatives)	15	5
Annual Meeting, 1993 (165+ negatives)	15	7
Staff- Annual Party, 1994 (34+ negatives)	15	8
Annual Recognition- English Hills, 1994 (66+ negatives)	15	9
Merit Awards, 1994 (52+ negatives)	15	10

Photographs

Annual Recognition 1995 (51+ negatives)	15	11
Staff- Holidays, 1995 (39+ negatives)	16	5
Staff and Board Members, 1995 (59+ negatives)	16	6
Staff- Joan's Farewell Party, 1995 (10+ negatives)	16	7
Staff, misc, 1995 (43+ negatives)	16	8
Golf Photos, 1995 (8+ negatives)	16	9
March Campaign Victory Celebration, 1995 (34+ negatives)	16	10
March Kick-off, 1996 (66+ negatives)	16	11
Annual Recognition, 1996 (23+ negatives)	16	12
Honor Banquet, 1956 (2+ negatives)		
	Box	Folder
Images	27	4
	Box	Folder
Mixed Materials	17	4
	Box	Folder
Annual Recognition, 1983 (30)	17	15

Photographs

Building Renovations, 1985 (40)	17	19
Office Renovations, 1987 (27)	17	22
Staff, 1979, 1988-1990 (44)	18	1
Fundraiser, 1988 (12)	18	2
Building Renovations, 1989 (16)	18	3
Capital Campaign, 1989 (48)	18	4
Westdale Yard Sale, 1989 (16+ negatives)	18	5
Ambassadorial Salute- "Bravo Pietro," honoring Pete and Joan Secchia, 1989 (303)	18	7
Safeyees Luncheon, 1989 (32)	19	1
Building Renovations, 1990 (32)	19	3
Capital Campaign/ Building Renovations, 1990 (102+ negatives)	19	4
Annual Recognition Meeting, 1990 (43)	19	7
V/W Agency Kickoff, 1990 (11+ negatives)	19	8

Photographs

Kent County Chapter Open House, 1990 (49)	19	9
Heart Bank Recognition, 1990 (12)	19	10
Miranda at B.A.T. Class, 1991 (16)	19	11
“Respect yourself, protect yourself,” program, 1991 (37+ negatives)	19	12
Annual Recognition Meeting, 1991 (36)	19	13
Staff, Pat McDuffee’s Farewell Party, 1991 (68)	20	1
Bowling with LAV 96.9, 1991 (12+ negatives)	20	2
Tropical Party, 1991 (81)	20	3
ODS Forum- Fountain Street Church, 1991 (33+ negatives)	20	4
Staff, 1992 (21)	20	7
Staff, 1993 (5)	20	8
Safety Awards, 1993 (6+ negatives)	20	10
Award Given to Warren DeHaan of Russ’ Restaurant, 1993 (8+ negatives)	20	11
Halloween Party, 1994 (32)	20	12

Photographs

Staff- Shannon's Shower, 1994 (28)	20	13
Staff- Pictures for Lyle's Retirement Book, 1994 (50+ negatives)	20	14
Staff- Christmas Party, 1994 (20)	20	15
Staff- Lyle's Last Day/Disaster Volunteers Returning, 1994 (16)	20	16
Golf Challenge, 1994 (15+ negatives)	21	1
Tree removal near 1050 Fuller/Committee Choice Award for River Run, 1994 (23)	21	2
Staff- Alex's Birthday, 1995 (11)	21	3
Staff- Steve's Farewell Party, 1995 (20)	21	4
Staff, 1995 (31)	21	5
Community Campaign/CPR Sunday, 1996 (49)	21	6
Community Campaign, 1996 (26)	21	7
Golf Challenge, 1996 (35+ negatives)	21	8
African American Festival, 196 (28+ negatives)	21	10

Subseries D. Nurses and Military

Award Recipients, n.d. (14)	21	12
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Food Preparation, n.d. (11)	21	13
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Subseries D. Nurses and Military**Scope and Contents note**

This deals with the more organized Red Cross again, including many photos of staff members from the later part of the 20th century. Also present are photos of official functions such as fund raisers and annual meetings. This sub-series focuses almost entirely on the people within, having mostly photos and no records of these events.

Scope and Contents note

This small sub-series consists of photographs of nurses of the American Red Cross. There are pictures of nurses both comfortably at home in the US, and also participating in conflicts in other areas of the world. This then leads into the military segment of the collection, mainly photos and news clippings of World War II and Vietnam, often with nurses present.

Books

	Box	Folder
Instructor's Syllabus for the course in Red Cross Home Nursing, 1942	1	9
Home Nursing, 1942	1	10
War and Postwar Adjustment Policies, 1944	1	11

Pamphlets

Freedom and Responsibility in the American Way of Life, 1945	1	12
The Red Cross Nurse in Action, 1949	1	14
Home Nursing, 1951	1	15
Home Nursing Textbook, 1963	2	6
Pathways to Peace, 1965	2	8
Pamphlets		
	Box	Folder
Medical Ops and Care-Careers for women in military hospitals, 1963	10	1
Nursing the multiple sclerosis patient, 1969	10	1
Caring- Older people and the Red Cross, 1974	10	1
Tips for temporarily able bodies, 185	10	1
ABC's of occupational therapy, 1971	10	1
ABC's of physical therapy, 1971	10	1
News Clippings		
	Box	Folder

Slides

Handwritten Letters, 1944	12A	9
Servicemen's Letters, n.d.	12A	10
News Clippings, Vietnam, various d's	12B	42
Nurses Services Manual, 1956	12B	52
Slides		
	Box	Folder
Nursing Care, n.d. (116)	13	8
Photographs		
	Box	Folder
Nurses, 1941 (1)	7	2
Nurses in World War II, 1941 (12)	7	3
Nurses, 1942 (2)	7	4
World War II, 1945 (10)	7	5
Local Participants in World War II, 1945 (7)	7	6
Service to Military Family and Veterans, 1946 (3)	7	7

Photographs

Nurses, 1948 (3)	7	8
Nurses, 1951 (3)	7	11
Nurses, 1952 (2)	7	12
Nurses, 1953 (1)	7	13
Nurses, 1958 (2)	7	21
Nurses, 1964 (1)	7	34
Vietnam, 1964 (6)	7	36
Vietnam, 1965 (8)	7	37
Nurses, 1965 (5)	7	38
Vietnam, 1966 (21)	7	41
Nurses, 1966 (3)	7	43
Nurses, 1967 (4)	7	44
Vietnam, 1967 (27)	7	47
Nurses, 1968 (1)	7	50

Photographs

Vietnam, 1968 (28)	7	52
Nurses, 1969 (2)	7	55
Vietnam, 1969 (11)	7	57
Military, 1970s (3)	7	58
Nurses, 1976 (1)	7	85
Kent County Nurses, n.d. (5)	8	22
Nurses, n.d. (43)	8	23
Vietnam, n.d. (30)	8	28
Service to Military Family and Vets, n.d. (12)	8	29
Operation Desert Storm Freedom Parade, 1991 (31)	15	6
Decoration of Revolutionary War Veteran's grave (Moses Clark), 1958 (2+ negatives)		
	Box	Folder
Images	27	5
	Box	Folder
Mixed Materials	17	5
	Box	Folder

Photographs

Carnival at MI Veteran's Facility, 1961 (13)

17

6

Memorial- Television coverage, 1975 (25)

17

9