

**Church Women United Wilmette, 1946-2007, n.d.**

**Creator:** Geraldine Wagner/Church Women United Wilmette

**Extent:** 10 linear ft., plus one oversized box of posters

**Location:**

**Processor:** Abbey Cullen, November 2007, updated by Beth Loch and Stephanie Fong, 2011

**Administration Information**

**Access Restrictions:** None.

**Usage Restrictions:** All copyrighted material created by the Church Women United of Wilmette was transferred to the Women & Leadership Archives upon the donation of the materials.

**Preferred Citation:** Loyola University Chicago. Women & Leadership Archives. Church Women United Wilmette. Box #, Folder #.

**Provenance:** Donated by Geraldine Wagner of Wilmette in October 2007, a member of the organization. The group ceased operations in 2007 and donated their material to the Women and Leadership Archives. Church Women United Wilmette was a local unit chapter of the larger organization Church Women United, located in Washington D.C. (WLA2007.32)

**Separations:** approximately 6 inches of duplicate material was removed and discarded.

**See Also:** Church Women United Illinois Chapter (CWUI) Records, 1912-1999.

**Administrative History**

Church Women United Wilmette (CWUW) was a local unit of the larger national organization Church Women United (CWU). CWU was founded in 1941, and CWUW became incorporated into the national organization in 1946. CWUW was composed of women from different denominations, who participated in a fellowship which promoted community wide projects congruent with the Christian Church. Membership stipulations were that women of all churches of Wilmette were eligible.

CWUW members participated in local meetings, state assemblies, regional and national meetings. Typically the board of directors would be present at all gatherings. The group also participated in local campaigns and activities, as well as annual activities such as World Prayer Day, World Community Day, and May Fellowship. All activities and campaigns were aligned with the national CWU organization.

CWUW worked with the CWUI on various campaigns that included SERRV, the Dwight Correctional Center Chapel, and ethical choices for health care reform. CWUW acted as a catalyst to improve Wilmette, as well as society, in line with traditions and goals of the Christian Church.

**Scope and Content**

CWUW spans 1946-2007, with the majority of the records dating from 1970s to 2007. The collection is arranged into four thematic series: Administrative History, Activities & Campaigns, Publications, and Oversized Materials. All series are organized chronologically. The bulk of the

collection corresponds to the history and administrative history of CWUW which includes their board and meeting minutes, and the organizations activities and celebrations.

**Series 1: Administrative History, 1947-2007, n.d, Boxes 1-4**

Contains materials relating to the organizations history including: goals, board member duties, lists of board members and presidents, board meeting agendas and notes, and treasurer reports. Other materials include as well as unit handbooks, regional (east central), area (northeast), and state meeting information, revitalization efforts, and celebration agendas. The board meeting agendas, treasurer reports, and regional/state assemblies are divided by year and arranged chronologically. The financial activities of CWUW are included with the treasurer reports and bank statements. Some of the information correlates specifically with the goals and history of CWU and CWUI.

**Series 2: Activities and Campaigns, 1983-2006, n.d., Boxes 4-7**

Contains material relating to revitalization efforts and fundraisers put on by CWUW, specific campaigns and activities that the group participated in to improve their community, correspondences regarding the groups' activities, and the CWUW collaboration with the Evanston Chapters organization. A significant part of the CWUW and CWU in general, is their celebrations. Material regarding the World Day of Prayer, May Fellowship, and World Community Day are organized chronologically; and some years contain information on how to plan a celebration day.

**Series 3: Publications, 1984-2007, n.d, Boxes 8-9**

Includes the *Churchwoman*, *Illinois Interpreter*, *Church Women United in Greater Chicago*, *Church Women United in Northwest Cook County*, *CW Act*, *CW Inform*, *CW Act and Inform*, *Wellspring*, *CWU Annual Reports*, *Local Time*, Jubilee publications, *Institute of Women Today*, *Ecumenical Courier*, and miscellaneous publications that were sent to the CWUW chapter. Unfortunately these are not complete collections, and span a variety of years.

**Series 4: Oversized materials, 1946-2004, n.d, Boxes 10-11**

Includes posters for activities and celebrations, account ledger books, bound board meeting minutes, signature book from celebrations, prayer books and a video from the Ethical Choices in Healthcare campaign.

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**Subjects:**

Church Women United

*The Churchwoman*

Dwight Correctional Facility campaign

Ethical Choices in Healthcare

Hope for the Children

*Illinois Interpreter*

May Festival

SERRV

World Prayer Day

World Community Day

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
<b>Series 1: Administrative History, 1947-2007, n.d.</b>			
1	1	What is Church Women United?	n.d.
	2	History	n.d.
	3	Goals, including handwritten notes	n.d.
	4	Church Women United Wilmette Presidents	1946-1990
	5	Board Member Duties	1973, n.d.
	6	Unit Treasurer Specific Duties	1973-1996, n.d.
	7	By-Laws	1985, 1993, n.d.
	8	Board Meeting Prayer Readings	1989-1992
	9	National Common Council Contacts	1993, n.d.
	10	State Board members, including local unit presidents	1994-1998
	11	Celebration Calendar and Themes	1994-2011
	12	Handbook/Directory of CWU	1994-2005, n.d.
	13	Supporting Organizations of CWU	1994, n.d.
	14	Unit Communications Chair Specific Duties	1995-1996, n.d.
	15	Prayers, Spirituals, Songs	1997, n.d.
	16	Local Unit Chairmen Handbook (1/4)	1999
	17	Local Unit Chairmen Handbook (2/4)	1999
	18	Local Unit Chairmen Handbook (3/4)	1999
	19	Local Unit Chairmen Handbook (4/4)	1999
	20	General Board Meeting Information	n.d.
	21	CWUW Executive Board members/ officers	1984-1990
	22	CWUW Executive Board members/ officers	1990-1995
	23	CWUW Executive Board members/officers	1996-1999
	24	CWUW Executive Board members/officers	2000-2001
	25	Board Meeting Agendas, program of interest	1984
	26	Board Meeting Agendas and Minutes	1986-1987
	27	Board Meeting Agendas and Minutes	1988
	28	Board Meeting Agendas and Minutes	1989
	29	Board Meeting Agendas and Minutes	1990
	30	Board Meeting Agendas and Minutes	1991
2	1	Board Meeting Agendas, Minutes, and Prayers	1992
	2	Board Meeting Agendas and Minutes	1993
	3	Board Meeting Agendas and Minutes	1994
	4	Board Meeting Agendas and Minutes	1995
	5	Board Meeting Agendas, Minutes, Brochures, and Prayers	1996
	6	Board Meeting Agendas, Minutes, and Brochures	1997
	7	Board Meeting Agendas, Minutes, Brochure, and Prayers	1998
	8	Board Meeting Agendas and Minutes	1999, n.d.

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	9	Board Meeting Agendas and Minutes	2000, n.d.
	10	Board Meeting Agendas and Minutes	2001
	11	Board Meeting Agendas, Minutes, letter	2002
	12	Board Meeting Agendas and Minutes	2003
	13	Board Meeting Agendas and Minutes	2004
	14	Board Meeting Agendas, Minutes, and news article	2005
	15	Board Meeting Agendas	2006
	16	Board Meeting Agendas	2007
	17	Annual Board Meeting Agenda	n.d.
	18	Board Meeting Map	n.d.
	19	Board meeting participants	n.d.
	20	Area Chair Notepad	n.d.
	21	State Assembly Agenda	n.d.
	22	State Assembly	1986
	23	State Assembly	1990
	24	Area Institute- Fall	1990
	25	Area Institute- Fall	1991
	26	Area Institute- Fall	1992
3	1	Regional Assembly	1994
	2	State Assembly	1995
	3	State Assembly By Laws	1995
	4	State Assembly Brochure	1995
	5	State Assembly- Board member notebook	1995
	6	Area Institute	1995
	7	Area Institute literature regarding board meetings	1995
	8	Regional Assembly	1995
	9	Regional Event- Facilitators Training Packet	1995, n.d.
	10	Area Institute	1996
	11	Area Chair Meeting	1996
	12	State Assembly Flyer and Preliminary information	1996
	13	State Assembly Literature	1996
	14	Board Meeting Retreat	1996
	15	Annual Meeting	1996-1997
	16	Area Board Meeting	1997
	17	Area Institute conclusions	1997
	18	Regional Event	1997
	19	State Board Meeting Agendas	1996, 1997
	20	State Assembly	1997
	21	Area Institute	1998
	22	State Assembly	1998
	23	Fall Area Institute	2006
	24	State Assembly	2007
	25	Form for Budget and Donations	n.d.
	26	Treasurer Report	1972-1984, n.d.

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	27	Treasurer Report	1985-1991
	28	Treasurer Report	1992-1996
	29	Treasurer Report	1997-1998
	30	Treasurer Report	1999-2000
	31	Treasurer Report	2001-2007
	32	IRS tax information	1981, 2004, n.d.
	33	Donation Lists	1981-2000
	34	First Illinois Bank Information	1982
4	1	Bank Account Notebook	1984
	2	Bank Statements	1989-1990
	3	Bank Statements	1990-1991
	4	Bank Statements	1991-1992
	5	Bank Statement Interest Reports	1991-1993
	6	Bank Statements	1992-1993
	7	Bank Statements	1993-1994
	8	Bank Statements	1994
	9	Bank Statements	2006
	10	Receipt- Donations to CWUI	1975-1989
	11	Receipts- Celebration Report Forms	1982-1992, n.d.
	12	Receipts- Donations to Goal for Growth	1982-1992, n.d.
	13	Receipts- Donations to CWU and SERRV	1992-1998
	14	Receipts, miscellaneous	1991-1998, n.d.

**Series 2: Activities and Campaigns, 1983-2006, n.d.**

	15	How to fundraise for CWU	n.d.
	16	<i>Churchwoman</i> subscription forms	n.d.
	17	Gift Certificates/ Fundraising forms	n.d.
	18	Video and promotional ads of CWU	n.d.
	19	Workshop packet order forms	n.d.
	20	Program Resources Packet	1988
	21	Fundraising- Catalog Order forms/resources	1989-2001, n.d.
	22	Revitalization Tips	1992
	23	Revitalizations Workshop	1992, n.d.
	24	Local Unit Handbook and unit responses to program ideas	1993, 1994
	25	Revitalization Packet	1993
	26	Revitalization Report	1996
	27	Resources for 1988 National Campaigns	1997
	28	Fundraising associates	1995
	29	Fundraiser resources	1996, n.d.
	30	Campaign: SERRV, Handicrafts project	n.d.
	31	Campaign: SERRV, Fellowship of the Least Coin	n.d.
	32	Campaign: SERRV, newsletters	n.d.

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	33	Campaign: UN/Building on Beijing Booklet	n.d.
5	1	Campaign: Hospice, Retirement Community Programs	n.d.
	2	Campaign: Faith in Action	n.d.
	3	Campaign: Global Mission Taskforce	n.d.
	4	Campaign: Fund for the 5 <sup>th</sup> Decade	1984, n.d.
	5	Campaign: Visiting Nurse Association	1985
	6	Activities: Miscellaneous brochures	1987-1992, n.d.
	7	Campaign: Dwight Correctional Center Chapel	1987, 1991, n.d.
	8	Activities	1989
	9	Campaign: Dwight Correctional Center Chapel	1990
	10	Campaign: Haven	1990
	11	Activities	1992-1994
	12	Campaign: Ethical Choices in Health Care	1992
	13	Campaign: Ethical Choices in Health Care	1992
	14	Campaign: Interfaith Housing	1992
	15	Campaign: Health Care Reform	1993
	16	Campaign: Health Care Reform	1994
	17	Campaign: Church of the Three Crosses	1993
	18	Campaign: Living Waters Retreat	1993-1994
	19	Activities: CWUW and Greater Chicago, Programs and Brochure	1993-1996, n.d
	20	Campaign: Economic Alternative Planning	1994
	21	Campaign: Women of Wisdom	1994-1995
	22	Campaign: Haven Follow-up	1995
	23	Activities and Evaluations	1996-1997
	24	Campaign: Coalition for the Homeless	1996
	25	Campaign: SERRV award	1996
	26	Campaign: Hope for the Children	1996
	27	Campaign: Hope for the Children	1996-1997
	28	Campaign: Hope for the Children, meeting	1997
	29	Campaign: Hope for the Children, fundraiser	1996-1997
	30	Campaign: Hope for the Children, publicity	1996-1997
6	1	Campaign: Native American Education	1997
	2	Campaign: Shop and Share	1997-2000
	3	Campaign: UN Programs	1997-2000
	4	Campaign: Hope for the Children	1998
	5	Activities and Program Plans	1999, n.d.
	6	Campaign: Interfaith Housing	1999
	7	Campaign: Women LinC	1999
	8	Activities: Evanston CWU	2006
	9	Campaign: Lutheran Social Services of Illinois	2006
	10	Celebration Calendar/ Planner	n.d.
	11	Celebration songs, prayers, symbols	n.d.

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12	Celebration Event template/stationary	n.d.	
13	Celebration Brochures	n.d.	
14	Celebrations: World Day of Prayer	1983	
15	Celebrations: World Community Day	1983	
16	Celebrations: May Fellowship	1984	
17	Celebrations: World Community Day	1984	
18	Celebrations: World Day of Prayers	1985	
19	Celebrations: May Fellowships	1985	
20	Celebrations: World Community Day	1985	
21	Celebrations: World Day of Prayer	1986	
22	Celebrations: World Community Day	1986	
23	Celebrations: World Day of Prayers	1987	
24	Celebrations: World Community Day	1987	
25	Celebrations: May Fellowship	1988	
26	Celebrations: May Fellowship	1989	
27	Celebrations: World Community Day	1989	
28	Celebrations: World Day of Prayer	1990	
29	Celebrations: World Community Day	1990	
30	Celebrations: World Day of Prayer	1991	
31	Celebration: Jubilee Handouts, programs	1991	
32	Celebration: Jubilee program, prayers	1991	
33	Celebration: Jubilee program, history of social policies	1991	
34	Celebration: Jubilee board meeting information	1991	
35	Celebrations: World Day of Prayer	1992	
36	Celebrations: May Fellowship	1992	
37	Celebrations: World Community Day	1992	
38	Celebrations: World Day of Prayer	1993	
39	Celebrations: World Day of Prayer, notes	1993	
40	Celebrations: World Day of Prayer, program design	1993	
41	Celebrations: World Day of Prayer, publicity	1993	
42	Celebrations: World Day of Prayer, closing prayers	1993	
43	Celebrations: May Fellowship	1993	
44	Celebrations: World Community Day	1993	
7	1	Celebrations: World Day of Prayer, preplanning	1994
	2	Celebrations: World Day of Prayer	1994
	3	Celebrations: May Fellowship	1994
	4	Celebrations: World Community Day	1994
	5	Celebrations: World Day of Prayer, preplanning	1995
	6	Celebrations: World Day of Prayer	1995
	7	Celebrations: May Fellowship	1995
	8	Celebrations: World Community Day	1995
	9	Celebrations: World Day of Prayer	1996
	10	Celebrations: May Fellowship	1996
	11	Celebrations: World Community Day	1996



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12	Celebrations: World Day of Prayer, planning	1997
13	Celebrations: World Day of Prayer	1997
14	Celebrations: May Fellowship	1997
15	Celebrations: World Community Day	1997
16	Celebrations: World Day of Prayer	1998
17	Celebrations: May Fellowship	1998
18	Celebrations: World Community Day	1998
19	Celebrations: May Fellowship	1999
20	Celebrations: World Community Day	1999
21	Celebration Brochure designs	1998-1999
22	Celebrations: World Day of Prayer, planning for 2000	1999
23	Celebrations: World Community Day	2001
24	Celebrations: World Day of Prayer	2002
25	Celebration: May Fellowship	2002
26	Celebrations: World Community Day	2002
27	Celebrations: World Day of Prayer	2003
28	Celebrations: May Fellowship	2003
29	Celebrations: World Community Day	2003
30	Celebrations: World Day of Prayer	2004
31	Celebrations: World Day of Prayer	2006
32	Celebrations: May Fellowship	2006
33	Celebrations: World Community Day	2006
34	Correspondence: CWUW President	1983-1984
35	Correspondence: CWUW President	1985-1986
36	Correspondence: Donations by CWUW	1985-1995, n.d.
37	Correspondence: CWUW and campaigns	1990
38	Correspondence: CWUW and campaigns	1991
39	Correspondence: CWUW President	1992
40	Correspondence: Claudia Austin	1994, 1998, n.d.
41	Correspondence: CWUW and campaigns	1996-1997
42	Correspondence: CWUW and program responses	1997
43	Correspondence: CWUW President	1997-1998
44	Correspondence: Ruth Hanna	2001, n.d.

**Series 3: Publications, 1984-2007, n.d.**

8	1	<i>Churchwoman</i> , submission guidelines	n.d.
	2	<i>Churchwoman</i>	1986
	3	<i>Churchwoman</i>	1990
	4	<i>Churchwoman</i>	1992
	5	<i>Churchwoman</i>	1993
	6	<i>Churchwoman</i>	1994
	7	<i>Churchwoman</i>	1995-1996
	8	<i>Churchwoman</i>	1997-1998
	9	UN reports	n.d.

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	10	Miscellaneous Publications, newsletters	n.d.
	11	<i>Annual Reports</i>	1984, 1989, 1993, 1997
	12	<i>CWU in Greater Chicago</i> , newsletter	1984, 1989-1991, 1996
	13	<i>Illinois Interpreter</i>	1986-1990
9	1	<i>Illinois Interpreter</i>	1991-1995
	2	<i>Illinois Interpreter</i>	1996-1997
	3	<i>Illinois Interpreter</i>	1997-1998, 2007
	4	<i>Ecumenical Courier</i>	1986-1988
	5	<i>Ecumenical Courier</i>	1989-1997
	6	<i>Local Time</i>	1986-1988
	7	<i>Institute of Women Today</i>	1990, n.d.
	8	Jubilee publications	1991
	9	<i>CW Inform</i>	1991, 1996
	10	<i>Diocesan Mirror</i>	1992
	11	<i>Wellspring</i>	1993, n.d.
	12	<i>The Inviting Word, Book One and Two</i>	1994-1995
	13	<i>CWU in Northwest Cook County</i>	1996-1998
	14	<i>CW Act</i>	1996
	15	<i>CW Inform &amp; Act</i>	1997-1998

**Series 4: Oversize Material, 1946-2004, n.d.**

10	1	A Book of Prayers	n.d.
	2	Record Book of Meeting and board members	1946-1955
	3	Record Book of Meetings and Board members	1954-1974
	4	Account Book	1960-1984
	5	Account Book	1962-1969
	6	Celebration Attendance book	1981- 1991
	7	Account Book	1984- 1992
	8	Famous Prayers	1987
	9	Video: Ethical Choices- Reforming the Health Care System	1992-1994
11	1	Jubilee Bag	1991
	2	Posters of celebrations, campaigns, etc	1992-2004

**Church Women United Wilmette,**  
**Addendum 1, 1965-2005, n.d.**

**Creator:** Church Women United Wilmette

**Extent:** 2.5 linear ft.

**Processor:** Becca Smith, June 2011

**Administration Information**

**Access Restrictions:** None.

**Usage Restrictions:** All copyrighted material created by the Church Women United of Wilmette was transferred to the Women & Leadership Archives upon the donation of the materials

**Preferred Citation:** Loyola University Chicago. Women and Leadership Archives. Church Women United Wilmette. Box #, Folder #.

**Provenance:** This material was donated by Claudia Austin on 17 August 2009; this collection may have come from Church Women United of Illinois. WLA2009.33.

**Separations:** approximately .05 linear feet of extraneous or duplicate material was removed.

**See Also:** Church Women United Illinois Chapter (Illinois State, Wilmette, Elmhurst, Lombard, Villa Park, and Peoria) Records, 1912-2009.

**Scope and Content**

This collection spans 1965-2005; the bulk of the records are from 1980s and 1990s. The collection is arranged in two series: Administrative History and Albums/Scrapbooks. The Administrative History series is arranged alphabetically; the Albums/Scrapbooks are arranged chronologically.

The Administrative History series includes such items pertaining to the Church Women United of Wilmette organization and administrative history, such as board meeting minutes and correspondence.

**Series 1: Administrative History, 1965-1997, n.d., Box 1**

Contains materials relating to the organizations history including board meeting minutes, activities and events media, by-laws, committee member lists, budget information, and professional correspondence.

**Series 2: Albums/Scrapbooks, 1992-2005, n.d., Boxes 1-2**

Contains two albums compiling meeting sign-in lists, pamphlets, flyers, bulletins, and posters.

**Subjects:**

Church Women United

Dwight Correctional Facility campaign

May Festival

World Prayer Day

World Community Day

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
<b>Series 1: Administrative History, 1965-1997, n.d.</b>			
1	1	Administrative history	1965, 1981, 1994, n.d.
	2	Board meeting agendas and minutes	1970-1974
	3	Board meeting agendas and minutes	1983-1989
	4	Board meeting agendas and minutes	1990-1997
	5	Budget- Financial statements and reports	1987-1997
	6	By-laws	1995, 1997
	7	Committee member lists	1985-1992, n.d.
	8	Correspondence	1983-1992, n.d.
	9	Events: Bulletins, flyers, publications	1989-1996, n.d.
	10	Events: May Fellowship Day	1972, 1984, n.d.
	11	Events: World Community Day	1970, 1972
	12	Events: World Day of Prayer	1971, 1973, 1996, n.d.
	13	Local Unit Handbook	n.d.
	14	Media: newsletters/ articles	1991-1994
	15	Organizational forms	1990-1997, n.d.
	16	Outreach: Dwight Chapel	1998, n.d.
<b>Series 2: Albums/Scrapbooks 1992-2005, n.d.</b>			
	17	Scrapbook 1992-2003: Loose items	1992-2003, n.d.
	18	Scrapbook 2003-2005: Loose items	2003-2005
2		Scrapbook 1992-2003	1992-2003
		Scrapbook 2003-2005	2003-2005