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## Rotary Club - Bowling Green, Kentucky (MSS 350)

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Manuscripts & Folklife Archives  
 Department of Library Special Collections  
 Western Kentucky University  
 Bowling Green, KY 42101-1092

*Descriptive Inventory*

**MSS 350    ROTARY Club – Bowling Green, Kentucky**

20 boxes. 141 folders. 8,342 items. 1920-2020. Originals, photocopies, typescripts, photos, video cassette recordings, compact discs, DVDs.

2010.150.1

***ORGANIZATIONAL HISTORY***

Considered by many to be the world's first service club, Rotary International was founded in Chicago in 1905 by attorney Paul P. Harris and three friends. Harris conceived of a different type of businessmen's club, a fellowship which would limit its membership to one man from each business or profession. The name Rotary was derived from the club's early practice of rotating meeting places among members' businesses. The organization grew until by 1925 there were 2,000 clubs worldwide. By the early 21<sup>st</sup> century, more than one million Rotarians, both men and women, belonged to over 32,000 clubs in over 200 countries.

The Rotary Club of Bowling Green, Kentucky was organized 1 September 1920 with 15 charter members. Prominent banker J. Whit Potter served as the first club president. Throughout its history the Bowling Green club has endeavored to implement the mottoes that Rotary International had adopted by 1912: "Service above self" and "They profit most who serve best." The members have had a long association with the Salvation Army, ringing bells and attending kettles during the Christmas season. The club has advocated for community improvements such as roads, an airport, and a new hospital. One of its earliest projects was to support the elimination of a cobblestone section of the Dixie Highway north of Warren County and to financially aid in its paving. The group has been active in serving area youth through the acquisition of land for a Boy Scout Camp, and the establishment of a local crippled children's clinic. In the area of education, the Rotarians have sponsored a rural school survey, school lunch program, and scholarships to Western Kentucky University. In 1991 the club adopted its first class through the Adopt-a-Class program which provides the mentoring of at-risk students by club members as well as financial aid for college. Also in 1991 the first woman was elected to the club as well as the first non-Caucasian. J. Lewie Harman, Sr., wrote *A Brief Sketch of the Bowling Green Rotary Club* in 1955 on the occasion of Rotary International's golden anniversary. Another account of the club's activities may be found in Larry J. Pack's 2010 volume *Service above Self: a History of the Bowling Green Rotary Club and the City That Made It All Possible*.

## **COLLECTION NOTE**

The items in this large collection have been organized into three series. **Series I Administrative Papers** is by far the largest series consisting of eleven subseries housed in thirteen boxes: Founding documents, Minutes of the club, Minutes of the Board of Directors, Correspondence, Committees, Projects, Reports, Programs, Resolutions, History, and Membership. Folders dedicated to specific club projects, such as the Kentucky Society for Crippled Children and Adopt-a Class, can be found in Series I, Subseries 5, Box 1. In addition to the information contained in this box, other items related to club projects will be found in the minutes, correspondence, and news clippings. The membership forms, which include proposal, application, and termination forms, were arranged first (for ease of storage), on the basis of dimensions then, alphabetically. The larger forms and more recent ones (8 ½ x 7) will be found in Series I, Subseries 10, Box 1, Folder 12. The smaller forms and older ones (5 ½ x 3 ½ in.) are housed in appropriately sized boxes, Series I, Subseries 10, Box 2 and Box 3. The membership materials were not numbered, because of number of items and due to the evolving nature of membership records. **Series II Publications** includes newsletters from the Bowling Green club as well as district newsletters, and books and pamphlets published by Rotary International. Among the items in **Series III Miscellaneous** are certificates and awards, newspaper clippings, and photographs. The clippings constitute an entire box, Series III, Subseries I, Box 1, and were published in Bowling Green's *Park City Daily News* or *Times-Journal* unless otherwise indicated.

## **SHELF LIST**

<b>BOX 1</b>			<b>1 item</b>
Folder 1	Inventory		1 item
<b>SERIES I</b>	<b>Administrative papers</b>		
<b>SUBSERIES 1a</b>	<b>Founding documents</b>		
<b>Box 1</b>	<b>Founding documents</b>	<b>1924-2014</b>	<b>9 items</b>
Folder 1	Articles of incorporation, constitution, and bylaws	1924-2014	9 items
<b>SUBSERIES 1</b>	<b>Minutes of the club</b>	<b>1920-1961</b>	<b>items</b>
<b>Box 1</b>	<b>Minutes</b>	<b>1920-1938</b>	<b>781 items</b>

Folder 1	Minutes	1 Sept. 1920- 31 Dec. 1924	72 items
Folder 2	Minutes	7 Jan. 1925- 29 Dec. 1926	98 items
Folder 3	Minutes	5 Jan. 1927- 26 Dec. 1928	104 items
Folder 4	Minutes	2 Jan. 1929- 31 Dec. 1930	106 items
Folder 5	Minutes	7 Jan. 1931- 28 Dec. 1932	100 items
Folder 6	Minutes	4 Jan. 1933 26 Dec. 1934	99 items
Folder 7	Minutes	2 Jan. 1935 30 Dec. 1936	105 items
Folder 8	Minutes	13 Jan. 1937- 28 Dec. 1938	97 items
<b>BOX 2</b>	<b>Minutes</b>	<b>1939-1954</b>	<b>791 items</b>
Folder 1	Minutes	11 Jan. 1939- 24 Dec. 1940	101 items
Folder 2	Minutes	1 Jan. 1941- 30 Dec. 1942	106 items
Folder 3	Minutes	6 Jan. 1943 27 Dec. 1944	100 items
Folder 4	Minutes	17 Jan. 1945- 18 Dec. 1946	99 items
Folder 5	Minutes	8 Jan. 1947- 22 Dec. 1948	99 items
Folder 6	Minutes	5 Jan. 1949- 20 Dec. 1950	102 items

Folder 7	Minutes	17 Jan. 1951- 24 Dec. 1952	86 items
Folder 8	Minutes	7 Jan. 1953- 8 Dec. 1954	98 items
<b>BOX 3</b>	<b>Minutes</b>	<b>1955-1961</b>	<b>205 items</b>
Folder 1	Minutes	26 Jan. 1955- 12 Dec. 1956	98 items
Folder 2	Minutes	9 Jan. 1957- 12 Nov. 1958	79 items
Folder 3	Minutes	7 Jan. 1959- 8 Feb. 1961	26 items
<b>SUBSERIES 2</b>	<b>Minutes of the meetings of the Board of Directors</b>	<b>1925-2019</b>	<b>items</b>
<b>BOX 1</b>	<b>Minutes</b>	<b>1925-2008</b>	<b>690 items</b>
Folder 1	Minutes	7 Jan. 1925- 19 Sept. 1934	115 items
Folder 2	Minutes	3 July 1935- 22 Dec. 1944	118 items
Folder 3	Minutes	31 Jan. 1945- 26 March 1963	129 items
Folder 4	Minutes	7 July 1971- 14 Dec. 1983	107 items
Folder 5	Minutes	16 Jan. 1984- 21 Dec. 1998	122 items
Folder 6	Minutes	1999-2008	107 items
<b>BOX 2</b>	<b>Minutes</b>	<b>2009-2019</b>	<b>127 items</b>
Folder 1	Minutes	2009-2010	29 items

Folder 2	Minutes	2011-2015	55 items
Folder 3	Minutes	2016-2017	25 items
Folder 4	Minutes	2018-2019	18 items

### **SUBSERIES 3 Correspondence**

<b>BOX 1</b>	<b>Correspondence</b>	<b>1920-1943</b>	<b>627 items</b>
Folder 1	Correspondence	17 June 1920- 10 April 1929	60 items
Folder 2	Correspondence	8 Jan. 1930- 29 Dec. 1930	36 items
Folder 3	Correspondence	3 Jan. 1931- 10 Dec. 1931	68 items
Folder 4	Correspondence	7 Jan. 1932- 26 Nov. 1932	65 items
Folder 5	Correspondence	18 Jan. 1933- 19 Dec. 1933	50 items
Folder 6	Correspondence	30 Jan. 1934- 3 Dec. 1935	62 items
Folder 7	Correspondence	2 Jan. 1936- 28 Dec. 1937	43 items
Folder 8	Correspondence	7 Jan. 1938- 12 Dec. 1939	92 items
Folder 9	Correspondence	12 Jan. 1940- 26 Dec. 1941	85 items
Folder 10	Correspondence	14 Jan. 1942- 14 Dec. 1943	66 items

<b>BOX 2</b>	<b>Correspondence</b>	<b>1945-2014</b>	<b>688 items</b>
Folder 1	Correspondence	28 March 1945- 19 Dec. 1947	63 items
Folder 2	Correspondence	9 Jan. 1948- 1 Dec. 1949	79 items
Folder 3	Correspondence	19 Jan. 1950- 15 Dec. 1950	51 items
Folder 4	Correspondence	9 Jan. 1951- 12 Nov. 1951	40 items
Folder 5	Correspondence	11 Jan. 1952- 3 Dec. 1952	43 items
Folder 6	Correspondence	15 Jan. 1953- 11 Dec. 1953	54 items
Folder 7	Correspondence	21 Jan. 1954- 28 Dec. 1955	66 items
Folder 8	Correspondence	10 Jan. 1956- 21 Dec. 1957	76 items
Folder 9	Correspondence	27 Jan. 1958- 17 Jan. 2007	92 items
Folder 10	Correspondence	2008-2014	92 items
Folder 11	Correspondence	n. d.	32 items

#### **SUBSERIES 4 Committees**

<b>Box 1</b>	<b>Committees</b>	<b>1928-1996</b>	<b>65 items</b>
Folder 1	Club Council minutes	29 Jan. 1929- 11 Oct. 1961	40 items
Folder 2	Committee reports	18 Jan. 1928- 11 Dec. 1996	25 items

**SUBSERIES 5 Projects**

<b>Box 1</b>	<b>Projects</b>	<b>1924-2013</b>	<b>263 items</b>
Folder 1	Kentucky Society for Crippled Children	1924-1962	35 items
Folder 2	Rotary camp	1927-1942	25 items
Folder 3	Hobby Fair	1934-1958	34 items
Folder 4	World War II plaque	1942-1943	17 items
Folder 5	Scholarship fund, Western Kentucky University	1977-2005	19 items
Folder 6	Group Study Exchange	1981	67 items
Folder 7	Adopt-a-Class	1990-2005	15 items
Folder 8	Miscellaneous	1932-2013	48 items
Folder 9	Donation analysis	1987-1994	3 items

**SUBSERIES 6 Reports**

<b>Box 1</b>	<b>Reports</b>	<b>1921-2014</b>	<b>169 items</b>
Folder 1	Semi-annual reports of club membership	1921-2009	59 items
Folder 2	Reports to district governor of club activities	1930-1985	19 items
Folder 3	Financial reports	1922-2007	66 items
Folder 3a	Financial reports	2008-2014	15 items
Folder 4	Reports of Kentucky Secretary of State	1973-1977	4 items
Folder 5	Reports to Internal Revenue Service	1945-1983	5 items
Folder 6	President's report	1980	1 item



**SUBSERIES 7 Programs**

<b>Box 1</b>	<b>Programs</b>	<b>1934-2015</b>	<b>22 items</b>
Folder 1	Programs delivered at Rotary meetings	[1939]-2015	18 items
Folder 2	Items related to selection of program topics	1934, [n.d.]	5 items

**SUBSERIES 8 Resolutions**

<b>Box 1</b>	<b>Resolutions</b>	<b>1927-1980</b>	<b>22 items</b>
Folder 1	Resolutions related to civic affairs	1927-1980	22 items

**SUBSERIES 9 History**

<b>Box 1</b>	<b>History</b>	<b>[1923?]-2010</b>	<b>42 items</b>
Folder 1	History of the club	[1923?]-2010	18 items
Folder 2	Judith Smith history of club; related correspondence	1980	17 items
Folder 3	Video recording of 75 <sup>th</sup> anniversary program	1 Nov. 1995	1 item
Folder 4	Rotary International history	1945-2005	6 items

**SUBSERIES 10 Membership**

<b>Box 1</b>	<b>Membership</b>	<b>1920-2014</b>	<b>338 items</b>
Folder 1	Charter membership list	1920	1 item
Folder 2	Membership rosters	1920-1959	39 items
Folder 3	Membership rosters	1960-2014	32 items
Folder 4	Membership rosters	n.d.	12 items

Folder 5	Officers and committee lists	1931-1976	27 items
Folder 6	Classification surveys	1925-1969	13 items
Folder 7	Classification surveys	1972-1991	9 items
Folder 8	Paul Harris fellows; Rotary Foundation	1955-[2004?]	12 items
Folder 9	Resolutions on the deaths of members	1939-1977	9 items
Folder 10	Resolutions of honor and sympathy	[1926]-1971	4 items
Folder 11	Visitor's cards and off-site attendance cards	1941-1963	13 items
Folder 12	Membership forms A-Z, 8 ½ x 7 in.	1996-2008	167 items
<b>Box 2</b>	<b>Membership</b>	<b>1940-2005</b>	<b>1115 items</b>
Folder 1	Membership forms A-P 5 ½ x 3 ½ in.	1940-2005	1115 items
<b>Box 3</b>	<b>Membership</b>	<b>1940-2010</b>	<b>418 items</b>
Folder 1	Membership forms R-Y 5 ½ x 3 ½ in.	1940-2005	378 items
Folder 2	Membership forms	2007-2009	18 items
Folder 3	Membership correspondence – Chiefly resignations	2007-2010	22 items
<b>Box 4</b>	<b>Directories</b>	<b>[1995?]-[2010?]</b>	<b>5 items</b>
Folder 1	Pictorial directory	n.d.	1 item
Folder 2	Pictorial directory	n.d.	1 item

Folder 3	Binder for pictorial directory	n.d.	1 item
Folder 4	Pictorial directory	[1995?]	1 item
Folder 5	Pictorial directory	[2010?]	1 item

## **SERIES II Publications**

### **SUBSERIES 1 Local publications**

<b>Box 1</b>	<b>Local newsletters</b>	<b>1925-2015</b>	<b>764 items</b>
Folder 1	"The Pinion"	4 May 1925- 24 Aug. 1925	18 items
Folder 2	"The Rotoscript"	14 Jan. 1931- 27 Dec. 1948	105 items
Folder 3	"The Rotoscript"	3 Jan. 1949- 7 Sept. 1955	96 items
Folder 4	"The Bowling Green Rotarian"	28 Jan. 1959- 27 July 1960	38 items
Folder 5	"The Cog"	3 Aug. 1960- 13 Dec. 1961	65 items
Folder 6	"The Cog"	10 Jan. 1962- 13 June 2007	70 items
Folder 7	"The Cog"	28 Jul. 2010- 22 Dec. 2010	22 items
Folder 8	"The Cog"	5 Jan. 2011- 21 Dec. 2011	50 items
Folder 9	"The Cog"	4 Jan. 2012- 19 Dec. 2012	50 items
Folder 10	"The Cog"	2 Jan. 2013- 18 Dec. 2012	50 items
Folder 11	"The Cog"	8 Jan. 2014- 19 Dec. 2014	50 items

Folder 12	“The Cog”	7 Jan. 2015- 24 Jul. 2015	50 items
Folder 13	“The Cog”	6 Jan. 2016- 21 Dec. 2016	50 items
Folder 14	“The Cog”	4 Jan. 2017- 28 Jun. 2017	50 items
<b>Box 2</b>	<b>“The Cog”</b>	<b>2017-2019</b>	<b>99 items</b>
Folder 1	“The Cog”	2017-2018	50 items
Folder 2	“The Cog”	2018-2019	49 items

## **SUBSERIES 2      District publications**

<b>Box 1</b>	<b>District publications</b>	<b>1937-1994</b>	<b>135 items</b>
Folder 1	Governor’s monthly letter – District 18	May 1937	1 item
Folder 2	Governor’s monthly letter – District 161	March 1938- 22 June 1949	27 items
Folder 3	Governor’s monthly letter – District 233	18 July 1949- 15 Dec. 1953	35 items
Folder 4	Governor’s monthly letter – District 233	15 Jan. 1954- 18 April 1957	37 items
Folder 5	Governor’s monthly letter – District 671	4 July 1957- December, 1985	7 items
Folder 6	“The Hub,” monthly bulletin – District 671	15 August 1957- February, 1958	3 items
Folder 7	District directory; District operations manual and fact book – District 671	1985; 1994	2 items
Folder 8	Items related to district designations	1957; n.d.	3 items

**SUBSERIES 3 Rotary International publications**

<b>Box 1</b>	<b>R. I. publications</b>	<b>1944-2010</b>	<b>63 items</b>
Folder 1	<i>Outline of Classifications; Adventure in Service</i>	1952; 1960	2 items
Folder 2	Pamphlets	1951-1971	12 items
Folder 3	Club Service papers	1969-1971	22 items
Folder 4	International Service papers	1971	4 items
Folder 5	Vocational Service papers	[n.d.]	5 items
Folder 6	Miscellaneous	1944-2010	18 items

**SERIES III Miscellaneous****SUBSERIES 1 Clippings**

<b>Box 1</b>	<b>Clippings</b>	<b>1923-2019</b>	<b>613 items</b>
Folder 1	Clippings	23 Feb. 1923- 16 June 1949	57 items
Folder 2	Clippings	16 April 1952- 11 Dec. 1957	126 items
Folder 3	Clippings	8 Jan. 1958- 23 Dec. 1959	94 items
Folder 4	Clippings	6 Jan. 1960- 12 Dec. 1962	157 items
Folder 5	Clippings	2 Jan. 1963- 13 Jan. 2011	88 items
Folder 6	Clippings	2011-2019	59 items
Folder 7	Clippings	n.d.	32 items

**SUBSERIES 2      Photographs**

<b>Box 1</b>	<b>Photographs</b>	<b>1936-2006</b>	<b>90 items</b>
Folder 1	Photographs	1936-1995	20 items
Folder 2	Photographs	[2001?]-2006	62 items
Folder 3	Photographs (compact disc)	Dec. 2006	1 item
Folder 4	Photographs	n.d.	7 items

**SUBSERIES 3      Miscellaneous**

<b>Box 1</b>	<b>Miscellaneous</b>	<b>1926-2008</b>	<b>225 items</b>
Folder 1	Special events	1926-2005	23 items
Folder 2	Christmas cards	1935-1952	8 items
Folder 3	Miscellaneous financial information	1924-1974	12 items
Folder 4	Certificates and awards	1944-2008	36 items
Folder 5	Items from other clubs	1938-1995	7 items
Folder 6	Campaigns	1932-1995	27 items
Folder 7	District Assembly – District 18	1932	1 item
Folder 8	District Assembly – District 161	1947-1948	2 items
Folder 9	District Assembly – District 233	1949-1957	8 items
Folder 10	District Assembly – District 671	1958-1962	4 items
Folder 11	District Conference – District 18	1930-1935	4 items
Folder 12	District Conference – District 161	1940-1949	3 items

Folder 13	District Conference – District 233	1951-1957	4 items
Folder 14	District Conference – District 671	1959-2007	8 items
Folder 15	Rotary International Golden Anniversary	1955	32 items
Folder 16	Rotary International conventions credential certificates and expense forms	1929-1991	29 items
Folder 17	Rotary International miscellaneous	1942-1959	13 items
Folder 18 C1-D2a, #15	Oversized club charter, organizational chart, Rotary International Week proclamations; Rotary Club of Bowling Green Day	1934-1995	5 items

### ***BIBLIOGRAPHIC RECORD***

MSS 350 ROTARY Club – Bowling Green,  
Kentucky 1920-2020

Items related to the Rotary Club of Bowling Green, Kentucky, as well as Rotary International. The minutes, correspondence, newsletters, resolutions, reports, clippings, and photographs highlight the organization's many years of service projects and civic involvement.

20 boxes. 241 folders. 8,342 items. Originals, photocopies, typescripts, photos, VCRs, DVDs, and compact discs.

2010.150.1

### ***SUBJECT ANALYTICS***

*Adventure in Service* II,Sub3,B1,F1

Barkley, Alben William, 1877-1956 I,Sub3,B2,F4

Camps – Warren County – Relating to 1927-1942 I,Sub5,B1,F2

Carson, James Oliver, 1855-1943 – Comments about

Cartwright, Frederick Dean, Jr., 1879-1929 – Comments about I,Sub10,B1,F9  
 Chandler, Albert Benjamin “Happy,” 1898-1991 I,Sub3,B1,F9&B2,F7  
 Christmas cards, 1935-1952 III,Sub3,B1,F2  
 Clubs – Bowling Green – Rotary Club  
 Cooke, Samuel C., 1895-1973 – Correspondence, 1925-1970 I,Sub3,B1&B2,F1-9  
 Education – Warren County – Relating to  
 Fairs – Bowling Green – Relating to, 1934-1958 I,Sub5,B1,F3  
 Ford, Marion Conner, 1888-1940 – Comments about I,Sub10,B1,F9  
 Garrett, Paul Loos, 1894-1955 – Comments about I,Sub10,B1,F9  
 Griffin, Judson Roy, 1901-1950 – Comments about I,Sub 10,B1,F9  
 Harris, Paul Percy, 1868-1947 – Photo III,Sub2,B1,F4  
 Hougland, Walter G., 1869-1939 – Comments about I,Sub10,B1,F9  
 Kentucky Society for Crippled Children, 1924-1962 I,Sub5,F1,F1  
 Letterheads – Rotary Club – Bowling Green I,Sub3,B1,F6  
 Logan, Marvel Mills, 1874-1939 I,Sub3,B1,F4  
 Matlock, Samuel Micajah, 1858-1926 – Comments about I,Sub10,B1,F9  
*Outline of Classifications* II,Sub3,B1,F1  
 Rotary Club – Bowling Green, Kentucky – Photos I,Sub10,B4; III,Sub2,B1  
 Rotary International I,Sub9,B1,F4; II,Sub3,B1; III,Sub3,B1,F15-17  
 Sampson, Flemon Davis, 1875-1967 I,Sub3,B1,F1  
 Smith, Judith Harrison I,Sub9,B1,F2  
 Scholarships – Bowling Green – Relating to I,Sub5,B1,F5,7  
 Schools – Bowling Green – Dishman-McGinnis Elementary School – Relating to  
 I,Sub5,B1,F7  
 Social services – Bowling Green – Relating to  
 Sumpter, Ward Cullin, 1902-1977 – Comments about I,Sub10,B1,F9  
 Wetherby, Lawrence Winchester, 1908-1994 I,Sub3,B2,F4  
 World War II, 1939-1945 – Relating to I,Sub5,B1,F4; II,Sub3,B1,F6

Lile/Jeffrey 05/09/2011; updated 04/17/2023