



ArchivesSpace

Medford, Mass. Congregational Church of West Medford records, 1872-2014.

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English

DACS2 - 2013

Training

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Summary Information

Repository:	Training
Creator:	Congregational Church of West Medford (Medford, Mass.)
Title:	Medford, Mass. Congregational Church of West Medford records, 1872-2014.
ID:	RG5215
Date [inclusive]:	1872-2014
Physical Description:	9.55 Cubic Feet 12 boxes total: 6 record cartons, 1 clamshell box, 2 short lid flat boxes, 2 document cases, 1 box
Language of the Material:	English
Paper [box]:	1-12
Abstract:	This collection includes material from the West Medford and Union Congregational Churches. Types of material include annual reports; committee minutes; membership; ministers; building; church histories; social groups; Sunday school; photographs; newspaper clippings; newsletters; and Sunday bulletins.

Preferred Citation

[Identification of item], in the Medford, Mass. Congregational Church of West Medford records, 1872-2014, RG5212. The Congregational Library & Archives, Boston, MA.

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Historical Note

The Congregational Church of West Medford formed in 1872. Its first meeting house was at the corner of Harvard Avenue and Bower Street. That building burned to the ground in 1903. The new building was relocated to High Street; in 1927, a second fire destroyed part of the sanctuary and in 1954 the church built a parish house. The congregation had a strong Sunday school presence. The origin of the church was based in a Sabbath school established by Rachel Barnes in 1864. Enrollment in Sunday school continued to be strong throughout the 19th century. Additionally, the church established several women's groups, which combined in 1897 as the Women's League, which continued to be active throughout the 20th century. This collection includes records from Union Congregational Church, which formed

in 1887. It was also referred to as Marion Street and it merged with West Medford in 1989. There had already been a relationship between the Congregations since 1971 through a shared ministry program, one that also included the North Street Union church of Medford. West Medford added a Social Action Committee in 1950, affiliated with the United Church of Christ in 1961, and unanimously voted to be an Open and Affirming Church in 2009. In 2014, the congregation sold the church and property on High Street in favor of a smaller, store-front location.

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Scope of the Collection

This collection contains records about annual reports; committee minutes; membership; ministers; building; church histories; social groups; Sunday school; photographs; newspaper clippings; newsletters; and Sunday bulletins. There is some very minimal material from Union. West Medford does not have its earliest annual reports or records, probably lost during the fires of 1903 and 1927. There are some minimal membership records, but no baptismal records of note.

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Arrangement

The West Medford Church records are arranged in three series. Because the final iteration of this congregation was a merger, the records that predate that merger for Union are in separate series.

Series Description

Series I:

West Medford Church records

Series II:

West Medford Church life

Series III:

Union Congregational Church records

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Administrative Information

Publication Statement

Training

Revision Description

Accrual acquired January 2016, new material collated in existing boxes or in new, depending on space. The guide was updated accordingly. 2016-03-29

Restrictions on Access

Access to this collection is unrestricted and open to the public.

Immediate Source of Acquisition

Congregational Church of West Medford

Accruals

An accrual of 4 boxes was received January 2016.

Processing Information

Processed by Jessica Steytler, March 2015, using DACS Second Edition. Accrual and re-description added by Jessica Steytler, March 2016 using DACS Second Edition.

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Related Materials

Related Materials

Medford, Mass. Union Congregational Church local history file, 17.11.1M45.73 UNICC West
Medford, Mass. West Medford Congregational Church local history file 17.11.1W52.44 WESMCC

Items Removed from the collection, held at the Congregational Library & Archives

The Congregational Library & Archives' Collection of Medford, Mass. Mystic Congregational Church records, 1847-1978. (RG4933)

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Controlled Access Headings

- Baptism.
- Church records and registers -- Massachusetts -- Medford.
- Church records and registers.
- Medford (Mass.) -- Church history.
- Congregational Church of West Medford (Medford, Mass.)

Collection Inventory

Series I: West Medford Church records , 1884-2014

Physical Description: 4.5 Cubic Feet 5 boxes

Scope of Series

This series includes official records of the church including constitution; by-laws; annual reports; committee meetings; membership; building; ministers; financial. The annual reports do not start until 1932, but then run with no major interruption. There is almost no separate record for financial, although it is included in annual reports.

Arrangement

Arranged by topic and within each topic chronologically.

Title/Description	Instances	
Constitution and bylaws, 1884-2007, undated	box 1	folder 1
Annual reports to 1949, with by-laws and membership to 1950, 1932-1950	box 9	
Annual and special meetings including by-laws, 1950-1954	box 10	folder 1
Annual reports, 1949-1953	box 1	folder 2
Annual reports, 1954-1957	box 1	folder 3
Annual and special meetings , 1955-1961	box 10	folder 2
Annual reports, 1958-1962	box 1	folder 4

Annual and special meetings , 1961-1965	box 10	folder 3
Annual reports, 1963-1965	box 1	folder 5
Annual reports, 1966-1969	box 1	folder 6
Annual and special meetings , 1966-1970	box 10	folder 4
Annual reports, 1970-1975	box 1	folder 7
Annual and special meetings , 1971-1973	box 10	folder 5
Annual and special meetings , 1974-1988	box 10	folder 6
Annual reports, 1976-1981	box 1	folder 8
Annual reports, 1982-1987	box 1	folder 9
Annual reports, 1988-1993	box 1	folder 10
Annual reports, 1994-1997, 2000-2003	box 1	folder 11
Annual reports, 2004-2008	box 1	folder 12
Annual reports, 2009-2014	box 1	folder 13
Annual and special meeting minutes, 2000-2014	box 1	folder 14

Committees

Prudential committee minutes, reports, correspondence, 1962-1964	box 1	folder 15
Prudential committee minutes, reports, correspondence, 1964-1966	box 1	folder 16
Prudential committee minutes, reports, correspondence, 1966-1969	box 1	folder 17
Prudential committee, 1969-1971	box 1	folder 18
Prudential committee, 1971-1973	box 1	folder 19
Prudential committee, 1973-1975	box 1	folder 20
Prudential committee, 1896-1909	box 1	folder 21
Reports and records, 1892-1909	box 2	folder 1
Reports and memos, 1960s-1970s	box 8	folder 1
Deacon's Board, 1952-1964	box 8	volume 1
Officers and committee members, 1977-2012	box 2	folder 47
Church survey and self-appraisal, 1982, 2003	box 2	folder 2
Moderator records, 1987-1989	box 2	folder 3
Diaconate, 1992-1996	box 2	folder 4

Executive committee, council meeting reports and correspondence, 1996-2001	box 2	folder 5
Executive committee meetings and reports, 1998-1999	box 2	folder 6
Executive committee and council meetings and reports, 2000-2003	box 2	folder 7
Council meetings and reports, 2002-2006	box 2	folder 8
Council meetings minutes, 2007-2013	box 2	frame 9
Merger negotiations with Arlington, Mass. Pleasant Street Church, 2009	box 2	folder 48
Church Committee, 1916-1935	box 9	
Church committee, 1992-1994	box 2	folder 10

Membership and vital statistics

Marriages , transcribed circa 1983, 1911-1947	box 2	folder 11
Wedding programs, 1988-1996	box 2	folder 42
Membership, 1872-2014	box 9	
Membership, 1909, 1930s-1940s, 1983	box 2	folder 12
Membership who went into the ministry, 1918-1978, undated	box 2	folder 13
Membership , 1940s-1990s	box 2	folder 14
Membership , 1949-1951	box 2	folder 15
Membership list and survey, 1949	box 2	folder 16
Membership directories, 1985-2012	box 2	folder 17
Amy Bean – will bequest, 1956	box 8	folder 2

Building

Property purchase warranty deed and letter of sale, 1873	box 2	folder 43
Tower clock and church bells, 1873-1904	box 2	folder 44
Property: legal, deeds, 1902-1904, 1916	box 8	folder 3
Cornerstone ceremony, building dedication, 1904, 1995	box 2	folder 18
Bid and spec for building, 1904	box 2	folder 19
Sanctuary fire correspondence and photographs, 1903, 1927	box 2	folder 20
Memorial windows, 1950s-1960s	box 2	folder 21
Parish house council, 1950-1954	box 2	folder 22
Parish house council, 1950-1954	box 2	folder 23
Parish house council architectural drawings, 1950-1954	box 2	folder 24

Parish house council clippings, 1954	box 2	folder 25
Parish house council photographs and programs, 1954	box 2	folder 26
Charles Bean memorial chapel, 1954	box 2	folder 27
Letters regarding carillon installation, 1957	box 2	folder 28
Architectural drawings, clock tower dial, fellowship hall, vent system, 1972-1974	box 2	folder 45
Time capsule, 1976	box 2	folder 29
Tenant: Gentle Dragon Preschool, 1988-1993	box 2	folder 30
Environmental Stewardship Assessment, 2004	box 2	folder 46
Ministry and ministers		
Ministers, 1895-1904	box 2	folder 40
Smith, Henry Francis, 1915, 1930s-1940s	box 2	folder 31
Washburn, Gordon, 1947-1998	box 2	folder 32
Associate pastors, 1968-1988	box 2	folder 33
Shared ministries, 1973-1986	box 8	folder 4
Search committees, 1981-1987	box 2	folder 34
Doran, F. Henry, 1983-1986	box 2	folder 35
Rodrigues-Lima, Otavio, 1983-1986	box 2	folder 36
North Street Union and West Medford shared ministry, 1986-1987	box 2	folder 37
Scott, Marjorie, 1986	box 2	folder 38
Titus, Larry and Kathryn, 1987	box 2	folder 39
Savides, Steven pastoral call, 2009	box 1	folder 41
Church committee, 1947-1964	box 11	folder 1
Church committee, 1964-1970	box 11	folder 2
Church committee, 1971-1987	box 11	folder 3
Committee minutes, 2001-2009	box 11	folder 4
Committee minutes, 2001-2009	box 11	folder 5

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Series II: West Medford Church Life, 1877-2014

Physical Description: 4.5 Cubic Feet 4 boxes

Scope of Series

This series includes anniversaries; activities; music and theatrical programs; histories of the church; Sunday school; men's and women's groups; photographs; newspaper clippings; newsletters; and Sunday bulletins.

Arrangement

The first half of this series is alphabetical. The second half is comprised of bulletins and newsletters in chronological order.

Title/Description	Instances	
50th Anniversary, 1922	box 3	folder 1
75th Anniversary, 1947	box 3	folder 2
100th Anniversary, 1972	box 3	folder 3
Centennial stamps, 1972	box 6	
Centennial negatives, 1972	box 6	
Anniversaries, 1877-1902	box 3	folder 4
Anniversaries, 1952, 1962, 1992	box 3	folder 5
Children participate in service, 1998	box 3	folder 6
Christian unity week of prayer, 1966-1982	box 3	folder 7
Church bell controversy, letters, background information, 1989	box 3	folder 32
Dedications, installations programs, 1904-1988	box 3	folder 8
Ecumenical services with Saint Raphael Parish, 1988-1993	box 3	folder 33
Good Friday prayer vigil sign in sheets, 1973-2007	box 3	folder 9
Histories of the church, 1910-1990s	box 3	folder 10
History of the church by Alexander Diebold, 1922	box 3	folder 11
History of the church up to , 1941, 1965	box 3	folder 12
History of the church by Marion Wilcox, 1955, 1962	box 3	folder 13
Historian, 1970s-1990s	box 3	folder 14
Historical exhibit, undated	box 8	folder 19
Historically noteworthy newsletter, 1901	box 12	
Historically noteworthy newsletters, 1930s-1960s	box 3	folder 15
Hymnal donation to Germany, 1997	box 3	folder 34
International weekend, 1960	box 3	folder 16
Music program, choir, vestments, 1910	box 3	folder 17
Music program, 1947-1957	box 3	folder 18
Music program, 1960s-1990s		

	box 3	folder 19
Newspaper clippings, undated	box 8	folder 5
Obituaries, 1899-1934	box 3	folder 20
Outreach committee refugees, 1957	box 3	folder 21
Photographs, 1904-1970s, undated	box 3	folder 22
Photograph of choir, circa 1910	box 12	
Photographs of church, undated	box 12	

Notes

Three mounted photographs of the church with inscription "Rev Henry Francis Smith with compliments Brainard and Leeds" on two of the three.

75th anniversary panoramic photograph of congregation at a meal, 1947

box 12

Physical restriction

This panoramic photograph is damaged from being folded and must be kept in the polyester sleeves. Staff and researchers treat this with extra care.

Photographs, 1990s	box 3	folder 23
Photographs, 2000s	box 3	folder 24
Programs, theatrical, musical. Photographs, 1930s-1960s	box 3	folder 25
Programs - fairs, musical, theatrical, 1930s-1960s	box 3	folder 26
Sunday School, 1882-1923	box 3	folder 31
Sunday school, Christian education committee, 1950-1959	box 3	folder 27
Sunday school, 1960s	box 3	folder 28
Sunday school lists, 1980s	box 3	folder 29
University of life, 1980s	box 3	folder 30

Groups and clubs

Ladies association constitution and minutes, 1889-1899	box 4	folder 1
Ladies association photocopy of minutes and reports, 1891-1897	box 4	folder 2
Woman's missionary society minutes, 1884-1895	box 6	
Women's missionary society, 1895-1897	box 4	folder 3
Women's group Circle II minutes, 1936-1944	box 4	folder 4
Women's group Circle 7, 1959-1993	box 8	volume 2

Women's league directories, 1907-1993, gaps	box 5	
Women's league hearts and flowers bazaar brochure, 1962	box 5	
Women's league minutes, 1937-1947	box 6	
Women's league executive board, 1937-1957	box 6	
Women's league minutes, 1947-1957	box 6	
Women's league, 1911, 1950s-1990s	box 4	folder 5
Women's league minutes, 1986-1987	box 6	
Women's league minutes, 1991-1993	box 6	
Men's club constitution, by-laws, membership, circa 1899	box 4	folder 6
Brotherhood records, 1914-1960	box 4	folder 7
Brotherhood records, 1933-1968	box 4	folder 8
Brotherhood records, 1933-1957	box 6	
Brotherhood records, 1958-1968	box 6	
Young couples club, 1950s-1960s	box 4	folder 9
Round and about club, 1970s-1980s	box 4	folder 10
Bowling league constitution and by-laws, 1968	box 6	
Newsletter and Sunday bulletin		
Reporter newsletter, 1938-1940	box 4	folder 11
Reporter newsletter, 1949-1954	box 4	folder 12
Reporter newsletter, 1954-1957	box 4	folder 13
Reporter newsletter, 1957-1960	box 4	folder 14
Reporter newsletter, 1960-1961	box 4	folder 15
Reporter newsletter and Sunday bulletin, 1961-1962	box 4	folder 16
Reporter newsletter and Sunday bulletin, 1962-1963	box 4	folder 17
Reporter newsletter and Sunday bulletin, 1963-1964	box 4	folder 18
Reporter newsletter and Sunday bulletin, 1964-1965	box 4	folder 19
Reporter newsletter and Sunday bulletin, 1965-1966	box 4	folder 20
Reporter newsletter and Sunday bulletin, 1966-1967	box 4	folder 21
Reporter newsletter, 1971-1973	box 8	folder 6
Reporter newsletter, 1974-1976	box 8	folder 7
Reporter newsletter, 1977-1979	box 8	folder 8
Reporter newsletter, 1979-1982		

	box 8	folder 9
Reporter newsletter, 1982-1984	box 8	folder 10
Reporter newsletter, 1984-1986	box 8	folder 11
Reporter newsletter, 1986-1988	box 8	folder 12
Sunday bulletin, 1904-1909	box 4	volume 1
Sunday bulletin, 1910-1912	box 4	volume 2
Sunday bulletin, 1939-1943	box 4	folder 22
Sunday bulletin, 1943-1947	box 7	folder 1
Sunday bulletin, 1947-1950	box 7	folder 2
Sunday bulletin, 1950-1955	box 7	folder 3
Sunday bulletin, 1955-1957	box 7	folder 4
Sunday bulletin, 1958-1961	box 7	folder 5
Sunday bulletin, 1975-1977	box 7	folder 6
Sunday bulletin, 1977-1978	box 7	folder 7
Sunday bulletin, 1982-1984	box 7	folder 8
Sunday bulletin, 1986-1990	box 7	folder 9
Sunday bulletin, 1990-1991	box 7	folder 10
Sunday bulletin, 2007	box 7	folder 11
Sunday bulletin, 2008	box 7	folder 12
Sunday bulletin, 2009	box 7	folder 13
Sunday bulletin, 2010	box 7	folder 14
Sunday bulletin, 2011	box 7	folder 15
Sunday bulletin, 2012	box 7	folder 16
Reporter newsletter and Sunday bulletin, 2013	box 7	folder 17
Reporter newsletter and Sunday bulletin, 2013-2014	box 7	folder 18
Reporter newsletter and Sunday bulletin, 2014	box 7	folder 19
Sunday bulletins and newsletters from special occasions, 1950s, 1970s-1980s	box 7	folder 20

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Series III: Union Congregational Church records, 1912-1989

Physical Description: 1.59 Cubic Feet 2 boxes

Scope of Series

This series contains correspondence; merger information; histories of the church; meeting minutes; membership; programs; photographs; and newspaper clippings.

Arrangement

The material is arranged in alphabetical order.

Title/Description	Instances	
Correspondence, 1955-1987	box 8	folder 13
Dissolution and merger with West Medford, 1988-1989	box 8	folder 14
Histories, 1912-1977	box 8	folder 15
House of representatives citation for 100th anniversary, 1987	box 12	
Meeting minutes, correspondence, 1960-1989	box 8	folder 16
Membership, 1984-1989	box 8	folder 17
Programs, photographs, clippings, 1909-1988	box 8	folder 18

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