



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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