

Guide to the Irving Garden and Arts Center Collection, 1955-2013

4.25 linear ft.

Accession Numbers: 0102-174; 0203-33; 0203-62; 0506-181; 0607-29; and 1314-79

Collection Number: 88

Prepared by Christopher Strange June 2016

Citation: The Irving Garden and Arts Center Collection, Collection XX, Box number, Folder number, Irving Archives, Irving Public Library.

Historical Sketch

The history of the Irving Garden and Arts Center begins in 1948 when the Irving Garden Club acquired a clubhouse for their meetings and other events. Members of the club were aware that E. G. Senter was planning to donate land to the City of Irving to be used as a public park, and they convinced Senter to donate a small portion of that land to the club to serve as the site of their clubhouse. Six years later, they had raised just \$1,000 for construction when they were given a frame building. After some time, the Irving Garden Club decided the project was too much for them to handle on their own, and they turned the project over to the Irving Council of Garden Clubs. This meant that the clubhouse would become a shared meeting place for all of the garden clubs that made up the Council of Garden Clubs and that there would be a larger pool of donors to fund it. The frame building was moved to the site donated by Senter, and the work to finish the building continued piece by piece, as quickly as the incoming funds allowed.

Improvement of the building was haphazard and the clubhouse was left open to the elements, which led to severe deterioration. By 1956, the building needed to be completely demolished and replaced with a new one. To make this possible, and to avoid repeating past mistakes, the Irving Council of Garden Clubs decided to form a non-profit organization that would be able to take out a loan and construct a building at an appropriate pace. This new organization was referred to in its records and in local newspapers as the "Irving Garden and Arts Center," the "Irving Garden and Arts Association," and other similar names. The new building was finished in December 1957. After a few more months of raising funds for furniture and appliances, the Irving Garden and Arts Center held its grand opening on March 30, 1958.

Over the years, the Irving Garden and Arts Center hosted the meetings of various garden clubs and other groups. In June 1974, the Irving Garden and Arts Association offered the building to the City of Irving as a gift with the condition that the city would continue to use it as a meeting place for women's clubs. It was suggested that the city could expand the facilities with a theater to make Irving's center comparable to municipal women's club buildings in neighboring cities. By November 1975, the city had not accepted the offer, and the association withdrew it while communicating that they would still be interested in helping the city establish a women's center in the future.

Over time, the costs of maintaining the building became too much for the association, and they offered the building to the City of Irving once more in January 1992. This time, the city accepted the gift. The Irving Garden and Arts Association continued to meet as a garden club and was allowed to use the building for free as a condition of the gift to the city. The city currently rents out the building to Irving residents for various club meetings, parties, and other gatherings.

Scope and Content

The Irving Garden and Arts Center Collection contains records of the Irving Garden and Arts Center (Irving Garden and Arts Association) and its successor, the Irving Garden and Arts Club. The records date from 1955-2013. The collection contains financial records, scrapbooks with newspaper clippings and photographs, minutes of meetings, and correspondence. The collection is contained in four cubic foot boxes and one flat box measuring 18in. x 13in. x 3in. The collection is separated into five series.

Series I is titled "Scrapbooks and Yearbooks." It contains five scrapbook volumes covering the years 1956-1985 and 1987-1996. The scrapbooks contain newspaper clippings, photographs, and histories of the organization. The series also contains eight yearbook volumes covering the years 1997-2006. The collection is missing the yearbook for the year 2003-2004. The yearbooks contain information about Irving Garden and Arts Club members, schedules of meetings, and the club's bylaws.

Series II is titled "Minutes and attendance Records" and contains records of meetings held from 1957-1998. These records measure approximately 0.8 linear feet.

Series III is titled "Financial Records" and contains records from 1955-2013. These include accounting records, bank statements, receipts, and other records. This series measures approximately 1.2 linear feet.

Series IV is titled "President's Records" and contains records collected in two binders by presidents of the Irving Garden and Arts Club from 2003-2011.

Series V is titled "Miscellaneous Files and Artifacts" and contains correspondence as well as information on various garden club activities. The series also contains two U. S. Flags, a Texas state flag, and two plaques. The items in Series V are dated 1960-2011 and measure approximately 0.9 linear feet.

Provenance Statement

The Irving Garden and Arts Center Collection comprises five accessions. Accession 0102-174 was donated to the Irving Archives by the Irving Garden and Arts Center on April 16, 2002. Accession 0203-33 was donated to the Irving Archives by Irving Garden and Arts Club president Darlene Johnson on November 14, 2002. Accession 0203-62 was donated by Mona Wyatt on November 22, 2002. Accession 0506-181 was donated to the Irving Archives by Mona Wyatt on June 22, 2006. Accession 0607-29 was donated to the Irving Archives by Mona Wyatt on November 16, 2006. Accession 1314-79 was donated to the Irving Archives by Judy Pierson of the Irving Garden and Arts Club on June 6, 2014.

Literary Rights Statement

Permission to publish from the Irving Garden and Arts Center Collection must be obtained from the Irving Archives, Irving Public Library.

Note to Researcher

Most of the documents in this collection were removed from their original folders, binders, or envelopes and rehoused in acid-free folders for preservation purposes. An attempt was made to maintain the original order of the documents. Pages from separate groups have not been mixed together, and the contents of each folder, binder, or envelope have been kept together. In some cases, a photocopy of the envelope that a set of documents were in was made to preserve information written on the envelope. When the documents from a single source were too many to fit into a single acid-free folder, they were split into multiple folders as indicated in the container list.

Container List

Series I: Scrapbooks and Yearbooks, 1956-2006

Box 1

Folder Title, Dates, and Description

1 Irving Garden and Arts Center Scrapbook Vol. 1, 1956-1970

Contains a scrapbook made up of histories of the Irving Garden and Arts Center written by members; newspaper clippings; newsletters; and photographs.

2 Irving Garden and Arts Center Scrapbook Vol. 3 (1 of 3), 1978-1985

Contains a scrapbook consisting of newspaper clippings; photographs; and yearbooks.

3 Irving Garden and Arts Center Scrapbook Vol. 3 (2 of 3), 1978-1985

Contains loose items from the front of the scrapbook including photographs and newspaper clippings.

4 Irving Garden and Arts Center Scrapbook Vol. 3 (3 of 3), 1978-1985

Contains loose items from the back of the scrapbook including photographs and newspaper clippings.

5 Irving Garden and Arts Association Scrapbook, 1987-1993

Contains a scrapbook made up of photographs; newspaper clippings; and yearbooks.

6 Irving Garden and Arts Club Scrapbook, 1993-1996

Contains a scrapbook consisting of photographs; newspaper clippings; and yearbooks.

Box 2

1 Irving Garden and Arts Center Scrapbook Vol. 2, 1970-1978

Contains a scrapbook made up of newspaper clippings; photographs; and historian's reports.

Box 3

Folder Title, Dates, and Description

1 Yearbooks, 1997-2006

Contains eight Irving Garden and Arts Club yearbooks with information about members and events; and bylaws. Includes books for the years 1997-1998; 1998-1999; 1999-2000; 2000-2001; 2001-2002; 2002-2003; 2004-2005; and 2005-2006.

Series II: Minutes and Attendance Records, 1957-1998

2 Guestbook, 1958-1969

Contains a guestbook with lists of attendees at meetings and other functions.

3 Minute Book Vol. 1 (1 of 2), 1957-1959, 1966

Contains pages from a three-ring binder with minutes of meetings held during 1957-1959. Also contains material stored loosely between the pages of the binder, including a letter from 1966.

4 Minute Book Vol. 1 (2 of 2), 1958-1959

Contains pages from a three-ring binder with minutes of meetings.

5 Minute Book Vol. 2 (1 of 2), 1959-1960

Contains pages from a three-ring binder with minutes of meetings held during 1959-1962. The binder was labeled "Irving Garden and Arts Center, 1959-1960, 1961-1962."

6 Minute Book Vol. 2 (2 of 2), 1960-1962

Contains pages from a three-ring binder with minutes of meetings held during 1959-1962. The binder was labeled "Irving Garden and Arts Center, 1959-1960, 1961-1962."

7 Minute Book Vol. 3, 1962-1964

Contains minutes of meetings.

8 Minute Book Vol. 4, 1964-1965

Contains minutes of meetings.

9 Minute Book Vol. 5, 1965-1966

Contains minutes of meetings.

10 Minute Book Vol. 6, 1966-1967

Contains minutes of meetings.

11 Minute Book Vol. 7, 1967-1968

Contains minutes of meetings.

12 Minute Book Vol. 8, 1968-1969

Contains minutes of meetings.

13 Minute Book Vol. 9, 1969-1971

Contains minutes of meetings.

14 Minute Book Vol. 10, 1971-1972

Contains minutes of meetings.

15 Minute Book Vol. 11, 1972

Contains minutes of meetings.

16 Minute Book Vol. 12, 1973-1974

Contains minutes of meetings.

17 Minute Book Vol. 13, 1974-1975

Contains minutes of meetings.

18 Minute Book Vol. 14, 1975-1976

Contains minutes, financial reports, and correspondence.

19 Minute Book Vol. 15 (1 of 2), 1979-1981

Contains pages from a three-ring binder with minutes of meetings held during 1978-1981.

20 Minute Book Vol. 15 (2 of 2), 1978-1979

Contains pages from a three-ring binder with minutes of meetings held during 1978-1981.

21 Minute Book Vol. 16, 1980

Contains a notepad with minutes of meetings.

22 Minute Book Vol. 17 (1 of 2), 1987-1988

Contains loose sheets of paper from an envelope with minutes of meetings held during 1986-1988.

23 Minute Book Vol. 17 (2 of 2), 1986

Contains loose sheets of paper from an envelope with minutes of meetings held during 1986-1988.

24 Attendance, 1983-1996

Contains three notebooks with lists of meeting attendees. The books are labeled 1983-1985, 1985-1996, and Sept. 1988 through Oct. 1991.

25 Minute Book Vol. 18, 1988-1989

Contains minutes of meetings.

26 Minute Book Vol. 19 (1 of 2), 1974-1989

Contains minutes of meetings held during; a 1984 copy of the Irving Garden Club bylaws; and yearbooks from 1974-1975, 1980-1981, 1981-1982, and 1988-1989.

27 Minute Book Vol. 19 (2 of 2), 1989-1998

Contains minutes of meetings; a 1984 copy of the Irving Garden Club bylaws; and yearbooks from 1974-1975, 1980-1981, 1981-1982, and 1988-1989.

28 Minute Book Vol. 20, 1990-1991

Contains minutes of meetings.

29 Guestbook, 1991-1995

Contains a guestbook with entries dated from 1991-1995.

30 Minute Book Vol. 21 (1 of 2), 1994-1995

Contains loose sheets of paper from on envelope with minutes of meetings held during 1994-1997.

31 Minute Book Vol. 21 (2 of 2), 1996-1997

Contains loose sheets of paper from on envelope with minutes of meetings held during 1994-1997.

Series III: Financial Records, 1955-2013

32 Garden Center Building Fund, 1955-1956

Contains a ledger with "Garden Center Bldg. Fund" stamped on the cover.

33 Construction Expenses and Schedule, 1957

Contains a notebook with a list of construction expenses and a schedule of meetings of various clubs.

34 Ledger, 1957-1966

Contains a record of Irving Garden and Arts Center transactions.

35 Ledger (1 of 2), 1966-1988

Contains a record of Irving Garden and Arts Center cash receipts.

36 Ledger (2 of 2), 1966-1988

Contains a record of Irving Garden and Arts Center cash disbursements.

37 Financial Reports, 1961-1965

Contains monthly and annual financial reports.

Box 4

Folder Title, Dates, and Description

1 Treasurer's Reports and Insurance Documents, 1955-1971

Contains monthly reports on the Irving Garden and Arts Center's finances; a resignation letter from Rusty White; property insurance documents; and invoices for building materials and repairs. From a folder labeled "Irving Garden and Arts Center."

2 Bank Statements and IRS Correspondence, 1964-1967

Contains Irving Garden and Arts Center bank statements and deposit slips; annual financial reports; and letters from the Internal Revenue Service of the U. S. Treasury Department. From a folder labeled "Irving Garden Club."

3 Insurance Policies, 1965-1972

Contains documents related to property and automobile liability insurance. From a folder labeled "Insurance, Policies and Paid Bills."

4 Financial Statements, 1965-1973

Contains monthly and annual reports on the Irving Garden and Arts Center's finances. From a folder labeled "Financial Statements."

5 Taxes, 1965-1977

Contains documents related to Dallas County and Irving Independent School District taxes; a report on the 1968 Bazaar; and material related to a loan from Irving Bank and Trust Company. From a folder labeled "Paid Bills – Taxes."

6 Federal Income Tax, 1966-1969

Contains Irving Garden and Arts Center tax forms and letters from accountants. From a folder labeled "Internal Revenue Income Tax."

7 Bazaar Records, 1966-1971

Contains reports on sales at the annual arts and crafts bazaar.

8 Receipts (1 of 2), 1969-1970

Contains receipts and correspondence that were stored in several envelopes that were bound together with a rubber band.

9 Receipts (2 of 2), 1972-1973

Contains various receipts from an envelope labeled "Paid receipts April 1972 to March 1973." Also contains a table of receipts and expenditures from the 1972 bazaar.

10 Income Tax and Property Tax, 1970-1974

Contains correspondence from the Internal Revenue Service, Irving Independent School District, and an accountant. From a folder labeled "Income Tax Matters."

11 Reports, 1973-1975

Contains Irving Garden and Arts Center financial reports; a "President's Report" that lists goals for the Irving Garden and Arts Association; and a "Civic Report" that reports the association's community service activities.

12 Accountant Material, 1968-1972

Contains copies of federal income tax returns; and financial statements prepared by an accountant.

13 Accountant Material, 1970-1971

Contains a copy of a federal income tax return; and financial statements prepared by an accountant.

14 Accountant Material, 1972

Contains a copy of a federal income tax return; and a financial statement prepared by an accountant.

15 Accountant Material, 1980

Contains a copy of a federal income tax return; and an Irving Garden and Arts Center yearbook.

16 Accountant Material, 1977-1981

Contains correspondence from an accountant related to tax-deductible donations; a copy of a federal income tax return; and balance sheets.

17 Miscellaneous, 1981-1982

Contains a schedule of meetings held at the Irving Garden and Arts Center by various groups; Irving Garden and Arts Center treasurer's reports; records of financial transactions; minutes of meetings;

notes; correspondence; and newspaper clippings. From a folder that was labeled "Irving Garden and Arts, miscellaneous 81-82."

18 Financial Records (1 of 6), 1981-1982

Contains Irving Garden and Arts Center financial reports; and minutes of meetings. From an envelope that was labeled "Financial Records, 81-93."

19 Financial Records (2 of 6), 1982

Contains Irving Garden and Arts Center treasurer's reports; and minutes of meetings. From the envelope labeled "Financial Records, 81-93."

20 Financial Records (3 of 6), 1983-1984

Contains Irving Garden and Arts Center treasurer's reports; and minutes of meetings. From the envelope labeled "Financial Records, 81-93."

21 Financial Records (4 of 6), 1984-1985

Contains Irving Garden and Arts Center treasurer's reports; and minutes of meetings. From the envelope that was labeled "Financial Records, 81-93."

22 Financial Records (5 of 6), 1985

Contains Irving Garden and Arts Center treasurer's reports; and minutes of meetings. From the envelope labeled "Financial Records, 81-93."

23 Financial Records (6 of 6), 1992-1993

Contains Irving Garden and Arts Center treasurer's reports; and minutes of meetings. From the envelope labeled "Financial Records, 81-93."

24 Accountant Material, 1983-1984

Contains Irving Garden and Arts Center tax returns and a financial report.

25 Accountant Material, 1986

Contains correspondence from an accountant.

26 Accountant Material, 1987

Contains correspondence from an accountant.

27 Treasurer Reports, 1984-1988

Contains financial reports and receipts. The folder that these items were originally stored in is included. The original folder bears a note which appears to be a misspelling of the phrase "against pornography" with a phone number that is related to a 1985 protest against the sale of pornography at 7-11 stores. Evidence of this connection was found in a 1985 newsletter of the Bay Area Chapter (Houston, Texas area) of the National Organization for Women. The NOW newsletter can be viewed at <http://digital.lib.uh.edu/collection/feminist/item/2073/show/2055>.

28 Treasurer's Reports, 1988-1989

Contains monthly reports from January 1988 to November 1989.

29 Taxes, 1988-1990

Contains tax statements from the City of Irving, Irving Independent School District, and Dallas County.

30 Treasurer's Records, 1983-1992

Contains annual financial "recap sheets"; treasurer's reports; check stubs; and bank statements.

31 Treasurer's Records, 1988-1992

Contains stubs from deposit slips; and ledger pages with records of receipts and disbursements.

32 Treasurer's Reports, 1992-1998

Contains monthly treasurer's reports from the Irving Garden and Arts Association, later known as the Irving Garden and Arts Club. From an envelope labeled "Treasurers Reports, 1992-1999."

33 Billing Statements, 1991-1992

Contains utility, tax, and insurance statements.

34 Bank Statements (1 of 3), 1991-1992

Contains statements from the Irving Garden and Arts Center's bank account. A photocopy of the envelope that these items were stored in is included.

35 Bank Statements (2 of 3), 1990-1991

Contains check stubs. A photocopy of the envelope that these items were stored in is included in Box 4, Folder 34.

36 Bank Statements (3 of 3), 1990-1992

Contains deposit receipts. A photocopy of the envelope that these items were stored in is included in Box 4, Folder 34.

37 Treasurer's Reports, 2006-2008

Contains treasurer's reports; bank statements; and an envelope with various receipts. From a folder labeled "G + A Treas. Reports."

38 Treasurer's Records, 2007-2010

Contains receipts; blank membership applications; deposit slips; and other banking records. From a folder labeled "Garden & Arts/Treasures."

39 Taxes, 2008-2009

Contains material related to the Irving Garden and Arts Club's tax-exempt status. From a folder labeled "G + A, Taxes."

40 Treasurer's Records, 2005-2008

Contains treasurer's reports; bank records; and thank-you letters for charitable donations.

41 Treasurer's Information, 2008-2011

Contains treasurer's reports; bank records; and thank-you letters for charitable donations. From a binder labeled "Irving Garden & Arts Treasurer's Info."

42 Treasurer's Binder, 2011-2013

Contains treasurer's reports; bank records; and receipts.

Series IV: President's Records, 2003-2011

43 Garden and Arts Club President's Book, 2003-2006

Contains meeting programs; committee reports; club officer reports; bylaws; newspaper clippings; correspondence; and other material. From a binder labeled "2003-2006 President's Book, G + A Club."

Box 5

Folder Title, Dates, and Description

1 Garden and Arts Club President's Binder (1 of 4), 2009-2011

Contains treasurer's reports; bank statements; and correspondence. From an unmarked binder.

2 Garden and Arts Club President's Binder (2 of 4), 2007-2008

Contains programs from meetings; club officer reports; committee reports; correspondence; and other material. From an unmarked binder.

3 Garden and Arts Club President's Binder (3 of 4), 2005-2007

Contains programs from meetings; club officer reports; committee reports; correspondence; and other material. From an unmarked binder.

4 Garden and Arts Club President's Binder (4 of 4), 2006

Contains banking and IRS records. From an unmarked binder.

Series V: Miscellaneous Files and Artifacts, 1960-2011

5 China Painting (1 of 3), 1966-1985

Contains pages from magazines related to painting images of flowers and birds on plates and cups.

6 China Painting (2 of 3), 1949

Contains a book titled The Teacher of Flowers and Fruit Painting by D. M. Campana.

7 China Painting (3 of 3), 1963, 1966

Contains two books – The 1963 Peterson Field Guide Series Field Guide to the Birds of Texas; and the 1966 Birds of North America field guide from Golden Press.

8 Women's Building, 1974-1975

Contains correspondence related to the Irving Garden and Arts Center's unsuccessful attempt to donate its building to the City of Irving for use as a meeting place for women's clubs.

9 Committee Reports, 1974-1976

Contains annual reports from various Irving Garden and Arts committees.

10 Bylaws, 1975-1978

Contains the bylaws of the Irving Garden and Arts Center as revised in 1975; and changes to the bylaws recommended in 1978.

11 Newsletters, 1977-1978

Contains three Irving Garden and Arts Center newsletters; and a letter explaining the activities of the Irving Garden and Arts Center Association.

12 House Rules, undated

Contains a list of rules and a waiver form for use of the Irving Garden and Arts Center.

13 Bid Proposals, 1960-1968

Contains a proposal for landscaping; and a proposal for installation of a heating and air conditioning system.

14 Irving Book Review Club, 1980-1989

Contains attendance rolls for the Irving Book Review Club's meetings.

15 Corresponding Secretary's Files (1 of 5), 1974-1979

Contains correspondence received and copies of letters sent by the Irving Garden and Arts Center. From a large expanding file.

16 Corresponding Secretary's Files (2 of 5), 1980-1981

Contains correspondence received and copies of letters sent by the Irving Garden and Arts Center. From the expanding file

17 Corresponding Secretary's Files (3 of 5), 1981-1982

Contains correspondence received and copies of letters sent by the Irving Garden and Arts Center. From the expanding file.

18 Corresponding Secretary's Files (4 of 5), 1975, 1981

Contains correspondence received and copies of letters sent by the Irving Garden and Arts Center. From the expanding file.

19 Corresponding Secretary's Files (5 of 5), 1981-1984

Contains correspondence received and copies of letters sent by the Irving Garden and Arts Center. From the expanding file.

20 Application, undated

Contains a blank Irving Garden & Arts Center membership application.

21 Inventory, 1981

Contains an inventory list of dishes and furniture in the Irving Garden and Arts Center.

22 Correspondence, 1981-1997

Contains greeting cards and correspondence from the City of Irving and other organizations. From an envelope labeled "Misc. Correspondence."

23 Bazaar, 1990-1992

Contains records related to the annual arts and crafts bazaar including announcements; booth assignments; and correspondence.

24 Fees, 1991

Contains correspondence and other records from an envelope labeled "Miscellaneous Correspondence, re: Fees for using G + A Center, 1991."

25 Photographs, 2000

Contains three photographs featuring Pete Fernandez at an installation of officers ceremony.

26 Scholarship, 2010-2011

Contains material related to a college scholarship given in honor of the late Marilyn Chandler.

27 Organ, 1960

Contains two songbooks; promotional material; and owner's manual for a Gulbransen transistor organ.

28 Plaque, undated

Contains a plaque for the outside of a building. Recognizes Isla Mitchell and Lou Lyon Barr.

29 Plaque, 1992

Contains a community service award presented to the Irving Garden and Arts Association by the Irving Parks and Recreation Board.

30 Flag, undated

Contains a United States flag. A hand-written note indicates that the flag once flew over the U. S. Capitol.

31 Flags, undated

Contains one Texas flag; and one United States flag.