

Guide to the
Las Colinas Women's Association Collection
1981-2018

3.5 linear feet

Accession numbers: 0203-272; 0506-129; 0809-125; 0809-159; 1213-032; 1415-081

Collection Number 96A

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CITATION: The Las Colinas Women's Association Collection, 1981-2018, Collection 96A, Box number, Folder number, Irving Archives.

Historical Sketch

The Las Colinas Women's Association was established in 1980 in Irving, Texas, and is currently active (2018). It was founded by a group of women who took note of the community's growth and resident's need to feel a part of their new home.

The Las Colinas Women's Association functions much like a Newcomers Club. It offers all women within the Las Colinas area an opportunity to make new friends and foster social and cultural interests within the community.

The Las Colinas Women's Association has grown and prospered since its establishment. Originally, it members met monthly at various members homes, but the association quickly outgrew these meeting spaces. The Las Colinas Women's Association currently meets at the Irving Arts Center. Over the years, the Association has formed interest groups to meet the needs of its members, such as gardening, bridge, books, arts and various other topics.

Source:

Las Colinas Women's Association Collection, Irving Archives, Collection 96A.

Scope and Content

The Las Colinas Women's Association Collection is arranged in three series and housed in three cubic foot boxes, one manuscript box, and a half-manuscript box.

The collection contains scrapbooks, newsletters, meeting minutes, correspondence and financial records.

Series I consists of scrapbooks that contain photographs, newsletters, newspaper clippings and announcements. Most of the photographs within the scrapbooks are of club members. Some of the photographs contain identification, but a large percentage do not. The club's annually elected historian is charged with creating the yearly scrapbook. The scrapbooks cover the years 1982-1987 and 1991-2008. There was no scrapbook for the year 1988 within the collection. However, there was a file containing photographs, newspaper clippings, news releases, event invitations, correspondence, and newsletters that appear to be the contents that would have been used in a 1988 scrapbook.

Series II is made up of club records which include, newsletters, membership lists, treasurer reports, correspondence, President's notebooks for years 2001-2007 and meeting minutes covering years 1981-2007. The association filed the minutes in reverse chronological order. That original order has been maintained.

Series III consists of financial records which include correspondence, check stubs, check registers, Treasurer's reports, expense vouchers, and budget information for the years 1981-2008.

Provenance Statement

The Las Colinas Women's Association Collection was donated to the Irving Archives by the Las Colinas Women's Association. Accession 0203-272 was donated on August 25, 2003; accession 0506-129 was donated on March 5, 2006; accession 0809-125 was donated on June 4, 2009; accession 0809-159 was donated on August 10, 2009; accession 1213-032 was donated on January 25, 2013; and accession 1415-081 was donated on June 5, 2013. Prior to its donation, the collection was in the possession of the Las Colinas Women's Association.

Literary Rights Statement

Permission to publish from the Las Colinas Women's Association collection must be obtained from the Irving Archives.

Container List

Series I. Scrapbooks, 1982-2008

Box 1

Folder

- 1 Loose scrapbook items, 1988
Photos of events; newspaper clippings announcing monthly meetings; news releases; event invitations; correspondence from Marilyn V. Hibbert to Kathy Howard dated January 16, 1989; musical program, 1987; and newsletters, 1988.

Volume

- 1 Scrapbook, 1982–1986
Contains unidentified photographs of various Las Colinas Women’s Association members, newsletters, newspaper clippings and announcements.
- 2 Scrapbook, 1986-1987
Contains unidentified photographs of various Las Colinas Women’s Association members, newsletters, newspaper clippings and announcements.
- 3 Scrapbook, 1991-1994
Contains unidentified photographs of various Las Colinas Women’s Association members, newsletters, newspaper clippings and announcements.
- 4 Scrapbook, 1994-1995
Contains unidentified photographs of various Las Colinas Women’s Association members, newsletters, newspaper clippings and announcements.
- 5 Scrapbook, 1996-1997
Contains identified and unidentified photographs of various Las Colinas Women’s Association members, newsletters, newspaper clippings and announcements.
- 6 Scrapbook, 1997-1999
Contains unidentified photographs of various Las Colinas Women’s Association members, newsletters, newspaper clippings and announcements.

Box 2

Folder

- 1 25th Anniversary Program, 2006-2007
Contains program notes from the 25th anniversary celebration entitled “Moments to Remember.”

Series I. Scrapbooks, 1982-2008

Box 2

Folder

- 2 Las Colinas Women’s Association Event Photos, 2011
Contains two DVDs and one CD of images. The CD contains photos of a meeting of the literary group of the LCWC; the other is a slide show pertaining to the LCWA, 2011.

Volume

- 1 Scrapbook, 1999-2000
Contains unidentified photographs of various Las Colinas Women's Association members, newsletters, newspaper clippings and announcements.
- 2 Scrapbook, 2001-2003
Contains identified photographs of various Las Colinas Women's Association members, newsletters, newspaper clippings and announcements.
- 3 Scrapbook, 2003-2004
Contains identified photographs of various Las Colinas Women's Association members, newsletters, newspaper clippings and announcements.
- 4 Scrapbook, 2004-2005
Contains identified photographs of various Las Colinas Women's Association members, newsletters, newspaper clippings and announcements.
- 5 Scrapbook, 2005-2006
Contains identified photographs of various Las Colinas Women's Association members, newsletters, newspaper clippings and announcements.
- 6 Scrapbook, 2006-2008
Contains identified and unidentified photographs of various Las Colinas Women's Association members, newsletters, newspaper clippings and announcements.

Series II. Club Records

Box 3

Folder

- 1 Newsletters, 1998-1989
Contains Las Colinas Women's Association bulletins informing members of monthly events.

Series II. Club Records, 1990-2017

Box 3

Folder

- 2 Newsletters, 1990-1999
Contains Las Colinas Women's Association bulletins informing members of monthly events.
- 3 Newsletters, 2000-2017

Contains Las Colinas Women's Association bulletins informing members of monthly events.

- 4 Membership Rosters, 2001-2017
Contains member's list, 2001-2007; interest groups members list, 2004-2007; and a CD containing the LCWA membership list, 2006-2012.
- 5 President's Notebook, 2001-2002
Contains correspondence/emails; program notes; and budget information.
- 6 President's Notebook, 2002-2003
Contains correspondence/emails; program notes; and budget information.
- 7 President's Notebook, 2003-2004
Contains correspondence/emails; program notes; and budget information.
- 8 President's Notebook, 2005-2006
Contains correspondence/emails; program notes; and budget information.
- 9 President's Notebook (1 of 2), 2006-2007
Contains officer list and meeting minutes.
- 10 President's Notebook (2 of 2), 2006-2007
Contains budget information; information on subgroups; and correspondence.
- 11 Meeting Minutes, 2004-2007
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.
- 12 Meeting Minutes, 2002-2004
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.

Series II. Club Records

Box 3

Folder

- 13 Meeting Minutes, 2000-2002
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.
- 14 Meeting Minutes, 1997-2000
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.

- 15 Meeting Minutes, 1994-1997
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.
- 16 Meeting Minutes, 1990-1993
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.
- 17 Meeting Minutes, 1981-1989
Contains board meeting minutes and general meeting minutes. The club maintained these records in reverse chronological order. The original order has been maintained.

Series III. Financial Reports

- 18 Correspondence, 1991-1995
Contains correspondence related to the organization's use of the Irving Art Center for meetings and the group's 501c3 status.
- 19 Check Stubs, 1995-2006
- 20 Check Registers (1 of 2), 2001-2004
- 21 Check Registers (2 of 2), 1995-2001
- 22 Treasurer Reports, 2002-2011

Series III. Financial Reports

Box 4

Folder

- 1 Expense Vouchers, 2002-2004
Contains receipts; invoices; and deposit slips.
- 2 Expense Vouchers, 1999-2002
Contains receipts; invoices; and deposit slips.
- 3 Expense Vouchers, 1997-1999
Contains receipts; invoices; and deposit slips.
- 4 Expense Vouchers, 1996-1997
Contains receipts; invoices; and deposit slips.
- 5 Budget, 1999-2003 and 2005-2006 and 2007-2008

Contains bank statements; budget reports; deposit slips; and CD. The file, also, contains a 3.5 inch floppy disc. The processing archivist was unable to access the information on the disc, however, the label on the disc indicates that it is financial information for 2004-2005.

Series III. Financial Reports

Box 5

Folder

- 1 Budget, 1996-1999
Contains bank statements; budget reports; and deposit slips.
- 2 Budget, 1989-1996
Contains bank statements; budget reports; and deposit slips.
- 3 Budget, 1982-1989
Contains bank statements; IRS Income Tax exemption documents; and Treasurer's duties.