

92Y Archives

92nd Street Young Men's and Young Women's Hebrew Association
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CLARA DE HIRSCH HOME FOR WORKING GIRLS

Records, 1897-1962
4.33 cubic feet and 7 artifacts



Women in the dining room of the Clara de Hirsch Home for Working Girls, undated

Prepared by Nancy M. Robertson
Edited by Steven W. Siegel
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History

The Clara de Hirsch Home for Working Girls was one of the philanthropic efforts of the Baroness Clara de Hirsch-Gereuth intended to aid Jewish immigrants in the United States. Guided by the advice of Oscar S. and Sarah L. (Mrs. Oscar) Straus, the Baroness set about to establish a "Jewish non-sectarian" home for working girls which could provide them with trade training. The Baroness, a European Jew who had never seen America, was committed to many charitable causes, particularly after the death of her husband, Baron Maurice de Hirsch. The Baron, a German industrialist and philanthropist, had first met Oscar Straus in the 1880s in Turkey, where the latter served as the American Ambassador. Straus, a businessman and noted diplomat, was instrumental in persuading the Baron to establish the Baron de Hirsch Fund which aided Jewish immigrants relocating from Russia. The Baroness continued to support the Fund after the Baron's death in 1896.

In early 1896, when she decided to establish a home for girls in the U.S., the Baroness sought the advice of the Strauses. In 1896 and 1897, the Baroness and the Strauses corresponded and spoke in Paris about the home. Sarah Straus investigated all the existing institutions for women in New York, Boston, and Philadelphia to provide information for the plans for the new institution. With this report and the previous correspondence in mind, the Baroness was ready to formally establish the home. In a letter to Oscar Straus, dated April 6, 1897, the Baroness briefly outlined her intentions. She specified that the residence was to be known as "The Clara de Hirsch Home for Working Girls." She wrote that the Home "is to be a Jewish non-sectarian institution, to always be under the control of Jews, but some of the Trustees may be of other creeds. Girls of other creeds may also be admitted, but their number is not to exceed 10% of the inmates. While I do not confine the home to immigrants, it is my wish that preference be given to such, as in most instances girls are most in need of a home when they first arrive in the United States." The Baroness donated \$200,000 for the construction of the Home and pledged money to maintain it once the building was completed.

The Clara de Hirsch Home for Working Girls was incorporated as a membership corporation in New York on April 30, 1897. Its stated purpose was "to benefit working girls and other unmarried women who are dependent upon their own exertions for a livelihood...to improve their mental, moral, and physical condition and train them for self-support." Usually the members of the corporation were also on the Board of Directors. The original Board of Directors consisted of eleven women and two men. Over the years both women and men continued to serve on the Board.

Sarah Lavanburg Straus was the first president and, with the exception of the years 1898-1900, served as president until her death in 1945. Oscar Straus served as the first treasurer until 1898. The Baroness indicated that she preferred that the Strauses remain involved with the organization, particularly in the critical early years of its formation. Therefore, when neither Sarah nor Oscar Straus was in the United States from 1898 to 1900, they were replaced by Lina G. (Mrs. Nathan) Straus and Isidor Straus, respectively. Lina Straus was the wife of Oscar Straus's brother Nathan. Isidor Straus, Oscar's older brother, was a successful businessman as well as active in organizations such as the Educational Alliance. Isidor Straus remained as treasurer of the Clara de Hirsch Home until his death on the *Titanic* in 1912, while Lina Straus resigned the presidency of the Home when Sarah Straus returned in 1900.

From 1897 to early 1899, the Home operated out of temporary quarters at 202 Second Avenue with boarding accommodations for up to thirteen young women. Initially the Home

offered domestic service training only, but in 1898 industrial courses in dressmaking and millinery were also offered. Shortly after the death of the Baroness de Hirsch in April 1899, a new building was completed at 225 East 63rd Street and the agency formally organized its residence and trade school. The Home adjoined the recently established Baron de Hirsch Trade School (for boys) on 64th Street.

As the first such school for young women in New York City, the Clara de Hirsch Home served as a model for trade schools across the country. The Home provided services to three different groups of women: boarders, trainees who lived at the Home, and day trainees. The working girls who boarded only at the Home were initially between the ages of 16 and 30, did not earn over six dollars a week, and included orphans and those whose parents did not reside in New York City. The trainees were 16 years or older; often they remained in the Home as boarders once they had completed their training and had found employment. The Home provided some financial assistance to the girls in the way of room, board, and/or tuition. By 1905 the Home had modified its policy so that the boarders were of the ages 14 to 21 and trainees were 14 years or older. Originally most of the women were either Russian-Jewish immigrants or American-born women referred by various charities and temple sisterhoods. The Clara de Hirsch Home could provide accommodations for 102 women (and later as many as 160).

An article by Frances Kellor in the March 1904 *Charities and Commons* described the plight of young female immigrants on Ellis Island who were being victimized by unscrupulous employment agencies seeking cheap labor. In light of the revelations of the article, and bearing in mind the commitment to immigrants of the Baroness, the Board of Directors established a second home known as "The Clara de Hirsch Home for Immigrant Girls." Still legally part of the original Home for Working Girls, the Immigrant Home fell under the control of a special committee of the Board of Directors. A separate Resident Directress was employed to run the Immigrant Home, which was located in several places over the years, all on the Lower East Side. The Immigrant Home was intended primarily for female immigrants who did not need much training and who felt uncomfortable in the larger Home at 63rd Street where others did not speak their language. Many of the women had no family or friends who could be located and so they were discharged by governmental officials to the Immigrant Home instead of being deported. Some women stayed only a short time until a staff member could find their family and investigate the situations. Women for whom no suitable home could be found could continue to board at the Immigrant Home for as long as a year.

The Immigrant Home ran the Welcome House Settlement for the benefit of both the girls and the neighborhood. People were provided with a space in which to organize classes, clubs, and social gatherings. The Settlement served an important function in the neighborhood, as the Immigrant Home noted in its 1914 report that the Settlement was the only Jewish center between 6th and 43rd Streets. After a separate employment agency which the Clara de Hirsch Home ran from 1904 to 1905 did not prove economically feasible, the Immigrant Home set up its own Employment and Information Bureau to investigate employment opportunities for the immigrants.

In 1915 the operation of the Immigrant Home was taken over by Sarah Lavanburg Straus and her brother, Frederick L. Lavanburg, a philanthropist interested in housing issues. The

Immigrant Home was incorporated as the Hannah Lavanburg Home, Inc., named in honor of their deceased mother.¹

In the 1920s, the Board of Directors of the Clara de Hirsch Home decided to alter the functions of the agency. A shift in the immigration patterns meant that many of the women coming to the U.S. were older and did not need training. Furthermore, with the advent of compulsory secondary education, many young people were attending high schools. These students were not interested in industrial training as they were able to enter “white collar” jobs. The development of other trade schools in New York City lessened the demand for the training services of the Home. A special committee of the Board of Directors discovered that many of the social service agencies who referred women to the Clara de Hirsch Home were sending only those women who were not very intelligent or who were emotionally disturbed and therefore presented major problems for the staff. The Board determined to focus on attracting more working girls (by raising the age and wage limits) and the trade school was given up in 1926. The Board experimented with a new program whereby a small number of the younger residents (known as Juniors) were sent to public schools and received their industrial training in the evenings. In 1933, this training program was phased out as well and the women admitted were primarily “independent working girls” who were at least 18 years old.

The Depression created a surplus in housing opportunities for such women and there was competition among the residences in the city to attract them. High vacancy rates forced several residences to shut down and even the Clara de Hirsch Home experienced a few years with a higher-than-normal vacancy rate. The Board and the Administration of the Home often stressed that one reason they were able to attract so many residents, even during this time period, was that there were relatively few rules for the young women to obey. They felt that independent women were interested in being treated as responsible adults and resented the rules which many residences imposed upon their occupants. As a step to eliminate the institutional atmosphere suggested by the name “The Clara de Hirsch Home for Working Girls,” the agency experimented with other names such as “The Clara de Hirsch Residence Club” and “The Clara de Hirsch Residence for Young Women.” The name, however, was never legally changed.

For a short time in 1934 and 1935, and again in late 1936, the Residence, in conjunction with the German-Jewish Children’s Aid, offered housing to refugee children (as many as 55 at one time). The growing numbers of refugees from Europe also increased the demand for accommodations in the Clara de Hirsch Home. In early 1935, the Board of Directors did discuss closing the residence facilities and reevaluating the services they were providing to the community. A commitment to provide housing for the new immigrants, and the fact that there was a return to the pre-Depression demand among American-born women for club housing, suggested to the Board that they still had a significant role in providing housing to young women in the City.

Once the Board decided to remain in operation, it chose to offer accommodations to self-supporting students as well as to working women. Over the ensuing years, several educational institutions, ranging from the Latin American Institute to the Martha Graham School of Contemporary Dance, would be represented among the occupants of the Clara de Hirsch

¹ The Hannah Lavanburg Home changed its name to Lavanburg House in 1928, when Frederick Lavanburg’s death provided a substantial bequest for the organization. A new women’s residential facility was then erected at 331 East 12th Street, but in 1934, as a result of the Depression, Lavanburg House merged with The Corner House (a home for boys) to become Lavanburg-Corner House, Inc. The property was sold in 1948 to the Workmen’s Circle. The Lavanburg-Corner House became a philanthropic foundation, and in 1980 had its office at 15 East 26th Street, New York, NY 10010.

Home. The Residence's proximity to Hunter College, however, meant that the majority of students were from Hunter, to such an extent that the Residence was informally considered a Hunter dormitory.

With Sarah Straus's death in 1945, Mrs. Angelika Wertheim Frink assumed the presidency. She recommended a new policy that all officerships, with the exception of the treasurer, be changed at least every four years. During her term (1945-1949) and the succeeding terms of Helen (Mrs. William D.) Scholle (1949-1952), Lucy (Mrs. George F.) Kurzman (1952-1955), Eleanor (Mrs. Harold P.) Kurzman (1955-1959), and Louise (Mrs. Rudolf L.) Baer (1959-1961), several major issues were discussed. Among the most important were: the percentage of students who would be admitted (up to 40% in 1957); a liberalization of the admission policy for non-Jewish women (in 1953); concern for the growing number of repairs necessary for the building to pass inspection; fundraising; and the question of what psychiatric services would be provided to residents and, as a related issue, to what extent women in need of psychiatric services would be admitted to the Residence.

In 1960, faced with a building that needed major repairs, the Board of Directors sold the property and building at 225 East 63rd Street. The building was vacated of all residents by July 1, 1960, and some attempt was made to aid the women in finding accommodations elsewhere. The Board was then left with the task of finding a suitable use for its financial assets. It was decided that there were insufficient funds to erect a new building and it became necessary to find another organization, similar in purpose, to which the assets could be turned over.

On November 9, 1960, the Board of Directors of the Clara de Hirsch Home for Working Girls approved a plan to merge with 92nd Street Young Men's and Young Women's Hebrew Association. As there had been informal discussions as far back as the 1940s about merging with 92nd Street Y, the choice was a likely one. As far as the Board of Directors was concerned, one of the major stumbling blocks in earlier discussions was whether 92Y was committed, and could carry out the commitment, to construct a new building with accommodations for young women. The terms of the 1961 agreement between the two agencies called for the Clara de Hirsch Home to donate \$600,000 towards a new building that 92Y was proposing to erect. The new facility would have accommodations for around 200 women, while men would be housed in the already existing residence. Upon completion of the building, the interest from another \$600,000 would be earmarked to cover operating deficits and the remaining assets of the Clara de Hirsch Home would be designated as a special fund for the women's residence. Those members of the Clara de Hirsch Board of Directors who were interested in continuing to work on the residence were invited to join the Board of Directors of 92nd Street Y. Official consolidation papers were signed in February 1962. The Clara de Hirsch Residence (for women) occupied eight floors of the new Henry Kaufmann Building when it was completed in 1967.

Scope and Content

Materials in this record group document the history of the Clara de Hirsch Home for Working Girls. These processed records had been in storage at 92nd Street Y, where they had been placed after the Home's consolidation with 92Y in 1962. They now occupy four cubic feet. In addition there is one-third of a cubic foot of photographs and seven artifacts. The records consist primarily of minutes, reports, and the administrative files of the Superintendent/Director. The major record sub-groups are: Board of Directors, Administration, Founders and Board Members, Printed Materials, Photographs, and Artifacts.

The minutes for 1897-1913 for monthly and annual Board meetings are in a bound volume. An accompanying volume contains minutes for the members' meetings that were held annually until 1901. Reports and clippings that had been inserted in these volumes were removed to appropriate folders. Most of the reports mentioned in the minutes for these years apparently were not retained by the Home.

Board of Directors' records for the years 1913-1962 consist of the minutes and reports for monthly and annual meetings, and originally were kept in a set of 29 ring-binders. The contents were rearranged into the following series: Minutes of Board meetings, Treasurer's reports, Committee reports, and Superintendent/Director's reports. The minutes are without significant gaps. While some reports are missing, information from these reports often was read into the minutes.

Corporate documents were arranged with other materials of the Board of Directors. Financial reports, prepared by outside auditors, have been included with the Treasurer's statements, as the Treasurer normally presented such reports to the Board at its annual meetings.

Records for the Administration of the Home consist of the reports delivered by the Superintendent/Director to the Board at its meetings, as well as files (primarily for 1950-1961) maintained in the Director's office. An inventory of certain important records extant in the 1950s corresponds with the records found and processed in 1980.

The bulk of the Director's files were not included in that inventory. These files had been arranged by Board member's name or subject matter. During processing, materials duplicated in minutes and reports and routine correspondence were weeded out and destroyed. Files for Board members Buttenwieser, Field, Rose, Squire, and Wallstein were entirely destroyed during processing. Folders for these Board members and the members listed in the inventory were the only Board members' files extant at the time of processing. Files for other Board members, notably the Kurzmans (former presidents), were not extant at that time.

Additional records destroyed during processing consisted of: payroll books (except for a sampling of the initial pages), paid invoices, checks and bank statements, payroll stubs, records for withheld taxes, securities ledgers, records of legacies and donations (summaries were retained), and routine filings with the federal government (for tax exemption), the State Welfare Board, and the Greater New York Fund. These records were primarily for the 1950s as the Home did not retain its earlier records.

It is apparent from minutes and reports that the Home maintained files on the individual women who resided at the Home and on employees. According to Mildred Gaspin, secretary at the Clara de Hirsch Home from 1958 to 1962, and one of the only employees to work for 92nd Street Y following the merger, these records were destroyed after the building on East 63rd Street was sold. Little material specifically on residents still exists. Some information on residents may be obtained from the reports of the Superintendent/Director or from the minutes of the Board.

Documentation pertaining to Baroness Clara de Hirsch includes her letter of endowment as well as records for her personal bank account managed by the Strauses.

Photographs are maintained with the photograph collection of 92nd Street Y Archives.

Contents List**Box Folder****Board of Directors and Members**

General

Minutes. Minutes of Board of Directors' and Members' meetings, including agendas, resolutions, and scattered correspondence referred to in the minutes. Except where otherwise specified, the minutes are for Board of Directors' meetings.

1	1	1897-1913
1	2	Letters, 1903, 1912, removed from the 1897-1913 volume
1	3	1899-1901. Members' meetings.
1	4	1913-1915
1	5	1916-1920
1	6	1921-1926
1	7	1927-1931
4	1	1932-1936
1	8	1937-1938
1	9	1939-1942
1	10	1943-1945
1	11	1946-1947
1	12	1948-1950
1	13	1951-1952
1	14	1953-1954
1	15	1955-1956
1	16	1957-1958
1	17	1959
1	18	1960
4	2	1961

Corporate Documents

4	3	Certificates of Incorporation, 1897, and amendments, 1900 and 1946
4	4	By-Laws, 1897-1959
4	5	Report to New York State Board of Charities, 1899
4	6	Consolidation: Agreement, 1961, and Certificate, 1962

Reports

1	19	<u>General Report.</u> 1901, 1905, 1910. Includes history, programs, and a list of Officers, Board Members, and Committees.
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President's Report. Annual reports on the events of the year and monthly reports (primarily for 1946-1949) on the activities of the Executive Committee.

4	7	1899
1	20	1946-1961

Treasurer's Report. Monthly and annual reports.

1	21	1915-1920
1	22	1921-1924

Contents List

Box Folder

Board of Directors and Members – Reports – Treasurer's Report (cont.)		
1	23	1925-1930
1	24	1931-1934
4	8	1935-1937
4	9	1938-1941
1	25	1942-1947
1	26	1948-1951
1	27	1952-1956
1	28	1957-1961
<u>Auditor's Report.</u> Annual financial statements.		
4	10	1901-1913
4	11	1944-1955
4	12	1956-1962
Committees of the Board of Directors		
2	1	<u>Admission.</u> Monthly reports on the girls admitted, 1916-1917
		<u>After Care.</u> Known as Follow up Committee prior to 1916. Includes reports from social workers sent to investigate conditions for women who had left the Home.
2	2	1915-1922
2	3	1923-1925
2	4	<u>Assistance Fund.</u> Changed name to Assistance and Advisory Committee in 1960. Monthly and annual reports of assistance provided to residents, 1947-1961
2	5	<u>Case.</u> Also known as Cases of Mal-Adjusted Girls Committee. Changed name to Social Service Committee in 1928. Reports and minutes, 1926-1929
2	6	<u>Classes.</u> Reports evaluating trade school program, 1926
		<u>Clothing.</u> Renamed Thrift Shop and Support Kitchen (1949), and Bazaar and Supper Kitchen in (1959). Reports of merchandise received and sold.
2	7	1938-1947
2	8	1948-1960
2	9	<u>Counseling.</u> Reports on counseling services to be offered to residents, 1954-1955
		<u>Education.</u> Monthly reports on the numbers of trade school students.
2	10	1916-1922
2	11	1923-1926

Contents List

Box Folder

Board of Directors and Members – Committees (cont.)

2	12	<u>Education and Scholarship</u> . Merged with Employment Committee in 1947 to become Assistance Fund Committee. Reports on aid to student residents, 1946-1947
2	13	<u>Employment</u> . Merged with Education and Scholarship Committee (see above). Reports on residents' employment situations, 1940-1948.
		<u>Executive</u> . Reports. From 1946 to 1949, Executive Committee reports were included in the President's reports (see above).
2	14	1935-1942
2	15	1943-1959
2	16	<u>Fun Fund</u> . Annual reports of a special fund for miscellaneous activities in the Residence, 1951-1960.
2	17	<u>Fundraising</u> . Annual reports of fundraising campaigns, 1955-1959.
2	18	<u>German-Jewish Children</u> . Reports and correspondence on accommodations for refugee children, 1934-1936.
		<u>Health</u> . Monthly and annual reports of the residents' health and costs of providing partial health care.
2	19	1939-1945
2	20	1948-1961
4	13	<u>Home for Immigrant Girls</u> . Scattered monthly reports, 1906, and printed reports, 1910 and 1914. Also certificate of incorporation for Hannah Lavanburg Home, 1916.
		<u>House</u> . Renamed Maintenance Committee in 1956. Monthly and annual reports of expenditures and repairs.
2	21	1916-1922
2	22	1923-1926
2	23	1927-1933
2	24	1934-1940
2	25	1941-1947
2	26	1948-1956
2	27	1957-1961
		<u>Library</u> . Monthly and annual reports on use of library and expenditures.
2	28	1938-1944
2	29	1949-1960

Contents List**Box Folder****Board of Directors and Members – Committees (cont.)**

2	30	<u>Memorial</u> . Reports on arrangements for memorial service for Sarah L. Straus, 1946.
2	31	<u>Modernization</u> . Merged with Maintenance Committee in 1960. Reports on needed legal improvements, 1959-1960.
2	32	<u>Personnel and Statistics</u> . Monthly and annual reports on rental statistics and proposed personnel procedures, 1953-1961.
4	14	<u>Planning</u> . Reports primarily on merger possibilities with the 92nd Street Y, 1946-1949.
2	33	<u>Publicity and Public Relations</u> . Monthly and annual reports, 1949-1959.
2	34	<u>Recreation</u> . Monthly and annual reports of events for the residents. 1938-1947
2	35	1948-1961
2	36	<u>Red Cross</u> . Monthly reports of work for the Red Cross' World War One efforts, 1918-1919.
2	37	<u>Social Aspects of Housing</u> . Report on the needs of young women for housing and other services, 1952.
2	38	<u>Supper Kitchen</u> . Monthly reports on renovation of the Supper Kitchen, 1945.
2	39	<u>Survey of City and Private Housing Projects</u> . Reports of the possibility for the Residence to become part of a housing project, 1951-1952.
2	40	<u>Training and Education</u> . Annual report to Members' meeting on trade school activities, 1900.
2	42	<u>Visiting</u> . Investigation of the offerings of other residences in New York, 1938.
2	42	<u>Welfare and Entertainment</u> . Recommendations for activities in the Residence, 1926-1927.
63rd Street Building		
2	43	<u>Blueprint</u> for Supper Kitchen renovation, 1945
4	15	<u>Contracts</u> for original construction, 1897-1898
2	44	<u>Correspondence</u> concerning construction, 1897-1898

Contents List**Box Folder****Administration**

Superintendent/Directress/Director

Reports. Monthly and annual reports to the Board of Directors on the activities of the Clara de Hirsch Home, and information on residents of a statistical and personal nature.

2	45	1900, 1910
2	46	1915-1917
2	47	1918-1919
2	48	1920-1921
2	49	1922-1923
2	50	1924-1925
2	51	1926-1927
3	1	1930-1931
3	2	1932-1935
3	3	1936-1938
3	4	1939-1941
3	5	1942-1946
3	6	1947-1950
3	7	1951-1953
3	8	1954-1956
3	9	1957-1959
4	16	1960-1961

Files. Maintained in the Home of the Director, the files are arranged by Board member's name or subject matter. Some post-1962 material is included.

Board members. Files reflect offices held and/or committee functions, as well as a sampling of routine correspondence.

3	10	Arnstein, Mrs. Alexander H., 1957-1960
3	11	Asiel, Mr. E. Nelson, 1959-1960
3	12	Baer, Mrs. Rudolf L., 1958-1962
3	13	Felt, Mr. Irving Mitchell, 1954-1960
3	14	Fried, Mrs. Walter J., 1959
3	15	Frink, Mrs. Angelika W., 1947-1961
3	16	Rothschild, Mrs. Richard C., 1960
3	17	Ryan, Mr. Peter J., 1960
3	18	Scholle, Mrs. William D., 1948-1959
3	19	Tiefenthal, Mrs. Ernst R., 1950-1960

Contributions and Donations. Periodic reports of funds raised.

4	17	1949-1954
4	18	1955-1961

Contents List

Box Folder

Administration – Superintendent/Directress/Director – Files (cont.)

3	20	<u>Federation of Jewish Philanthropies of New York, Committee on Residence Services.</u> The Clara de Hirsch Home participated in the Committee's survey on residence needs for young women and girls, 1959-1961.
3	21	<u>Forms.</u> Copies of forms used (particularly for Residence) in the last years of the Home, undated.
3	22	<u>History and Functions of the Clara de Hirsch Home.</u> Several histories with analyses of functions of the Home, 1924-1967.
3	23	<u>Insurance.</u> Summaries of policies carried by the Residence, 1948-1962.
3	24	<u>Inventory and Retention Schedule.</u> Disposition and location of records, 1959-1963.
3	25	<u>Legal Matters</u> (correspondence). Legal advice to the Director on personnel and residence policies, 1942-1948
4	19	<u>Merger.</u> Minutes and correspondence on the merger of the Clara de Hirsch Home and 92nd Street Y, 1962-1962.
3	26	<u>Personnel: Salaries and Retirement Plan,</u> 1941-1960.
3	27	<u>Releases.</u> Correspondence on publicity efforts and drafts for proposed releases, 1951-1960. (See also Publications below.)
		<u>Surveys.</u> Evaluations of the Clara de Hirsch Home.
4	20	1947. Draft and report by Nathan E. Cohen.
3	28	1953. Report with recommendations by Stuart W. Cook and Marie Jahoda.
3	29	1958. Report and summary by Morris Zelditch.
4	21	Second copies of the three reports.
3	30	<u>Tax Exemption.</u> On federal and local tax-exempt status, 1939-1951.
4	22	<u>Transition.</u> On the closing of the Home, 1960-1962.
3	31-33	<u>Procedure Book.</u> Also known as the "Blue Book" or the "Red Book," it was developed for the Director's use after the 1947 survey of the Home. Contains residence and personnel policies, and statistical information on residents, 1948-1958.

Contents List**Box Folder****Administration – Superintendent/Directress/Director (cont.)**

Financial Operations

- | | | |
|---|----|---|
| 4 | 23 | <u>Description of Bookkeeping Procedures</u> , 1956, 1959. |
| 3 | 34 | <u>Cash Book</u> , 1924-1933. |
| 3 | 35 | <u>Journal</u> , 1949-1957. |
| 3 | 36 | <u>Journal</u> , 1958-1962. |
| 3 | 37 | <u>Ledger</u> , 1958-1962 |
| 4 | 24 | <u>Payroll Books</u> . Sample pages with information on staff, 1952-1962. |

Residence

- | | | |
|---|----|---|
| 4 | 25 | <u>Record of Applications</u> . Bound volume, containing personal information on applicants, 1897-1900. |
| 4 | 26 | <u>Register</u> . Bound volume, containing personal information on admittees, 1897-1899. |
| 4 | 27 | <u>Statistics</u> . Personal and statistical information on residents, 1959-1960. |

Founders and Board Members

Baroness Clara de Hirsch-Gereuth

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| 3 | 38 | <u>Letters</u> . Includes letter of endowment to Oscar S. Straus, 1897, and letter on progress of Home (with personal comments to Strauses), 1898. |
| 3 | 39 | <u>Personal financial records</u> for bank account handled by Oscar Straus |
| 4 | 28 | and later by Isidor Straus, 1897-1900. |

Sarah Lavanburg Straus

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|---|----|---|
| 4 | 29 | <u>Correspondence and documents</u> for bequest to Home, and Program for Memorial Services, 1946. |
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Printed Materials

- | | | |
|---|----|--|
| 3 | 40 | Publications. Primarily fundraising newsletters and residence rules, 1931-1959. |
| 3 | 41 | Residents. Programs for events held at the Home. |
| 3 | 42 | Newspaper Clippings. Primarily death notices and obituaries for people connected with the Home, 1912-1970. |

Contents List**Box Folder****Photographs**

Original black-and-white photographs, with negatives where noted. Arranged in folders by activities, places, and personalities.

Activities, unspecified

Board of Directors

Building

Exterior

Classroom

Dining Room

Kitchen

Living Room

Lobby

Superintendent's Room

Supper Kitchen (remodeled)

Classes

Cooking

Dressmaking

Handsewing

Millinery

de Hirsch, Baroness Clara

Folk Dance and Square Dance

Founder's Day

1949

1950

1951

Frink, Angelina W. (with negative)

Parties

Birthday, 1953

Mrs. Frink's, 1948

Photo Story, 1957

Picnic (Mrs. Scholle's)

Purim

Sommerfeld, Rose (Superintendent, 1899-1924)

Staff Members

Stone, Clara (Director, 1948-1958)

Straus, Sarah L. (with negative)

Contents List**Box Folder****Artifacts**

Bust of the Baroness Clara de Hirsch: Marble, approx. 3' x 2' x 1'.
Inscription on front reads: "Clara Baroness de Hirsch Home for Working Girls by her loving son Maurice Baron de Forest."
Inscription on side reads: "E Hannaux 1901." The bust was unveiled Feb. 14, 1903. (*on long-term loan to the Jewish Museum of Brussels*)

Corporate Seal: "Clara de Hirsch Home for Working Girls – Incorporated 1897."

Gavel: Wood, unmarked.

Plaque (metal): "Presented to The Clara de Hirsch Residence in loving memory of Mrs. Oscar S. Straus by her friends November 9, 1946." The plaque was from the radio-victrola presented at the Memorial Service.

Portrait of the Baroness: Pastel, framed, 21 ½" x 17 ½". Artist's inscription reads: "The work and gift of Blanche [?] to the De Hirsch Home – a token of gratitude."

Portrait of Sarah L. Straus: Oil, framed, 57" x 47", in damaged condition. Plaque reads: "Mrs. Oscar S. Straus – President of the Clara de Hirsch Home from its founding May 1st 1897 to date of her death November 9th 1945."

Ring-binder notebook: Maroon leather, 8" x 6 ½". Gold inscription reads: Staff & Girls of Clara de Hirsch – May 18, 1949." [Founder's Day 1949]