

## **Church of the Good Shepherd Unitarian Universalist Collection, 1847-1980**

### **General Information**

**Repository:** Lawrence History Center

**Creator:** First Unitarian Society, Church of the Good Shepherd Universalist, First Universalist Society, and Church of the Good Shepherd Unitarian Universalist

**Dates:** 1847-1980, bulk 1847-1962

**Accession Number:** 2002.087

**Quantity:** Nine Banker's Boxes

**Processed By:** Veronica Denison

**Access:** Open for research

**Provenance:** These records were created by the First Unitarian Society, the Church of the Good Shepherd, the First Universalist Society, and the Church of the Good Shepherd Unitarian Universalist. They were donated to the Lawrence History Center by the Unitarian Universalist Congregation of Andover, MA on September 18, 2002.

**Related Materials:** The Lawrence History Center also holds the records of the following two collections; "First Universalist Society of Methuen Collection, 1824-1959" 2002.088 and "First Spiritual Church of Methuen Collection, 1887-1974" 2002.016.

**Historical Note:** In 1847, Charles Storrow, who would become the first mayor of Lawrence in 1853, called on those in Lawrence with the view of organizing a Unitarian Society. The First Unitarian Society of Lawrence, MA was founded that same year. Hezekiah Plummer erected the church building around 1849-50 on the corner of Haverhill Street and Jackson Street. The church was reorganized in 1878, and several new departments and programs were developed. These included a department of public worship and instruction, a Sunday School, and many new groups that provided a more social and literary culture. Among the various new groups at the First Unitarian Society were the Lawrence Branch Alliance and the Unity Club. The Lawrence Branch Alliance held sewing meetings during which members would sew clothing for the Red Cross, and the Unity Club held many literary and social events. Among these events were "Studies in American Literature," "Phases of Current Thought," and "Studies in the Elizabethan Period." In 1917, the church, for unknown reasons, had to be torn down and the parish was able to obtain full property rights from the Essex Company, which allowed them to build a new chapel.

In 1848, the First Universalist Society was founded. At first the members worshipped in halls and school houses, but after nineteen men signed promissory notes of five hundred dollars each the Universalists were finally able to build a meetinghouse on Haverhill Street in 1853. In 1865, the building was remodeled and enlarged, however the spire was damaged in 1954 during a hurricane. Within the First Universalist Society there were many groups, such as the Church Union and the Young People's Christian Union. The Church Union would often donate money to

the families of ill members and to different organizations in Lawrence, including the Lawrence Boys Club, the Lawrence City Mission, and the Lawrence Home for the Aged. The Young People's Christian Union would often help with or sponsor social events for the Lawrence community, such as Halloween Hayrides and the State Ball, which was held in Lawrence.

In 1859, the Church of the Good Shepherd Universalist was formed from within the First Universalist Society. There were many groups in the Church of the Good Shepherd. These included the Alliance of Universalist Women, which often held sewing meetings where they would sew clothing for the Lawrence General Hospital, and the Men's Club, which would assist in various community events, such as clothing drives for the hungry and blood banks. In 1943, the Church of the Good Shepherd and the First Universalist Society formed a single organization, known as the Church of the Good Shepherd of the First Universalist Society, which occupied the church on Haverhill Street. Organizations within these two churches merged: the Mission Circle from the Church of the Good Shepherd and the Mission Circle, Church Union, and the Florentia Club from the First Universalist Society became known as the Association of Universalist Women. The First Unitarian Society joined in union services with the Church of the Good Shepherd of the First Universalist Society beginning in 1954. This proved so satisfactory for both parishes that, in 1956, the churches merged and became collectively known as The Church of the Good Shepherd Unitarian Universalist of Lawrence, Massachusetts. The Unitarian Universalist Church continued to be located at 201 Haverhill Street until 1996, when the city of Lawrence bought the property. This location is now occupied by the Evangelical Methodist Church of Lawrence. The Unitarian Universalist Church then moved to Andover, Massachusetts.

**Scope and Content:** This collection includes the records of the First Unitarian Society, Church of the Good Shepherd Universalist, First Universalist Society, and the Church of the Good Shepherd Unitarian Universalists. The majority of these records are composed of meeting minutes, constitutions and bylaws of various church committees and groups, financial records (including account books), treasurer reports, and invested funds. There are also facilities records (including information on the construction of the churches), member lists, and vital records (including birth, baptism, marriage, and death records). The collection also includes the churches' constitutions and bylaws, correspondence involving the various churches, including Reverend William Joplin, one of the founders of the First Universalist Society and Reverend George Clark, the first pastor of the First Universalist Society, and member transfer requests and correspondence between the churches regarding the merger of the Unitarians and Universalists.

**Arrangement:** Arranged into four series, with each church being its own series, all of which have their own subseries. The series and subseries arrangement of the records is as follows:

Series 1: First Unitarian Society Records, 1847-1965

Subseries 1: Society Government, 1847-1955

Subseries 2: Membership, 1850-1956

Subseries 3: Financial Records, 1847-1965

- Subseries 4: Society Organizations Records, 1889-1955
- Subseries 5: Correspondence, 1847-1956
- Subseries 6: Services, 1907-1953
- Subseries 7: Scrapbook, 1934-1947
- Subseries 8: Unitarian Publications, 1922, 1942
- Series 2: Church of the Good Shepherd Universalist Records, 1863-1980
  - Subseries 1: Church Meetings, 1874-1959
  - Subseries 2: Membership, 1871-1980
  - Subseries 3: Financial, 1863-1944
  - Subseries 4: Committees, 1919-1942, 1961
  - Subseries 5: Organizations, 1908-1962
  - Subseries 6: Church Government and Organization, 1925, 1947-1962
  - Subseries 7: Church School, 1948-1949
- Series 3: First Universalist Society Records, 1847-1951
  - Subseries 1: Society Government, 1847-1920
  - Subseries 2: Financial, 1852-1951
  - Subseries 3: Membership, 1858-1917
  - Subseries 4: Committees, 1853, 1858, 1920
  - Subseries 5: Building 1852, 1916
  - Subseries 6: Organizations, 1847-1951
  - Subseries 7: Church School, 1850-1947
  - Subseries 8: Correspondence, 1857-1859, 1897
  - Subseries 9: Society Events, 1859-1872
- Series 4: Unitarian Universalist Records, 1904, 1944-1970
  - Subseries 1: Merger of Churches, 1944-1957
  - Subseries 2: Building, 1904, 1957-1964
  - Subseries 3: Church Government, 1960-1962
  - Subseries 4: Church Publications, 1961
  - Subseries 5: Parish Mailing, 1953-1963
  - Subseries 6: New Clipping and Photographs, circa 1940-1968
  - Subseries 7: Annual Reports, 1956-1970

**Series 1: First Unitarian Society Records, 1847-1965**

**Subseries 1: Society Government, 1847-1955**

This subseries contains records pertaining to the government of the First Unitarian Society. The original declaration of the Society and the first member lists are among the records, as well as society meeting minutes and officer lists.

<u>Box</u>	<u>Folder</u>	
1	1	Original Declaration of the Society and Member Lists 1847-1850
1	2	Church Committee Lists, Bylaw Revisions, Meeting Notices for Society Members to Vote 1949-1955
1	Ledger	Society Meeting Minutes, including Committee Reports, Member Lists, and Annual Reports 1847-1869
1	Ledger	Society Meeting Minutes, including Church Meeting Minutes, Treasurer Reports, and Annual Meetings 1869-1919
1	Ledger	Society Meeting Minutes, including Trustees Register and Minutes, Member Lists, Officer Lists, Attendance Records, Constituency, and Grover Fund 1920-1937
1	Ledger	Society Meeting Minutes, including Board of Directors' Meeting Minutes, Annual Meetings, and Finance Reports 1937-1947
1	3	Society Meeting Minutes, including Board of Directors' Meeting Minutes, Annual Meetings 1947-1955
1	Ledger	Society Meeting Minutes 1947-1955
1	Ledger	Plan for Reorganization of Society 1878

### **Subseries 2: Membership, 1850-1956**

This subseries contains pew rent ledgers with information on which families and individuals rented pews and how much they paid. There are also member lists and birth, baptism, marriage, and death records.

<u>Box</u>	<u>Folder</u>	
1	Ledger	Pew Rent 1850-1857
1	Ledger	Pew Rent 1881-1890
1	Ledger	Pew Rent 1903-1916
1	Ledger	Member Lists and Vital Statistics 1906-1929
1	Ledger	Member Lists and Vital Statistics 1930-1956
1	4	Member Lists, George Howe Obituary, and Yearbook 1917, 1930, 1951

### **Subseries 3: Financial, 1847-1965**

This subseries contains primarily account books of the First Unitarian Society, member pledges and donations, financial statements and reports, and payment notes and mortgages. There is also a listing of the various funds to which the Society contributed and how much they gave. Some of these records are dated after the merger of the First Unitarian Society and the Church of the Good Shepherd of the First Universalist Society, particularly the fund distributions.

<u>Box</u>	<u>Folder</u>
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1	Ledger	Account Book, Member Donations and Money Spent 1847-1880
1	Ledger	Account Book, Member Donations and Money Spent 1889-1906
1	Ledger	Account Book, including Registry of Church Contributions 1910-1918
2	Ledger	Account Book, Member Donations and Money Spent 1916-1917
2	Ledger	Account Book, Member Donations and Money Spent 1917-1928
2	5	Notes and Mortgages 1848-1867
2	6	Receipts and Member Pledges 1921-1927
2	7	Financial Statements, Reports, and Fund Distributions 1938-1965

#### **Subseries 4: Society Groups, 1889-1955**

This subseries contains the records of the groups within the First Unitarian Society. The organizations include the Lawrence Branch Alliance, the Unity Club, Women's Alliance, Young People's Guild, and the Social Club. Within the records are meeting reports, organization constitutions and bylaws, programs, and news clippings.

<u>Box</u>	<u>Folder</u>	
2	Ledger	Lawrence Branch Alliance Meeting Reports 1926-1947
2	Ledger	Unity Club Meeting Reports and Constitution 1891-1899
2	Ledger	Unity Club Meeting Reports May 1905
2	8	Unity Club Event Programs and Newsclipping 1889-1899
2	Ledger	Women's Alliance Meeting Reports 1907-1916
2	Ledger	Women's Alliance Meeting Reports 1922-1926
2	ledger	Women's Alliance Meeting Reports 1948-1955
2	9	Women's Alliance Meeting Reports , Post Office Mission Reports, and News Clippings 1926-1947
2	10	Women's Alliance Meeting Reports and News Clipping 1926-1947
2	11	Young People's Guild Constitution and Bylaws undated
2	12	Social Club Constitution and Bylaws undated

#### **Subseries 5: Correspondence, 1856-1956**

This subseries contains correspondence. There are letters from Wilham, Hopkins, and Greely Architects pertaining to the construction of the First Unitarian Society church, resignation letters from Ministers Amos Barstow Murphy, Robert Wheatley, and Theodore Deluca, and letters considering the merger of the Unitarian and Universalist churches. The subseries also contains the correspondence of the Board of Directors and Trustees as well as letters pertaining to the estate of Josephine Spalding, which was willed to the First Unitarian Society.

<u>Box</u>	<u>Folder</u>
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2	13	Wilham, Hopkins, and Greely Architects on Construction of Church and Blueprints 1847
2	14	Josephine Spalding Estate and Church Inheritance 1946
2	15	Resignation Letters of Ministers Amos Barstow Murphy, Robert Wheatley, and Theodore Deluca 1949-1951
2	16	Letters Regarding the Merger of the Unitarian and Universalist Churches 1956
2	17	Correspondence of Board of Directors and Trustees 1920, 1946-1947, 1955

### **Subseries 6: Society Services, 1907-1953**

This subseries is composed of installation service programs for Ministers Robert Wheatley and Theodore Deluca. There are also sunday service programs and a service event flyer.

<u>Box</u>	<u>Folder</u>	
2	18	Installation Service Programs for Ministers Robert Wheatley and Theodore Deluca, Sunday Service Programs, and Service Event Flyer 1907-1953

### **Subseries 7: Scrapbook, 1934-1947**

This subseries contains a scrapbook of the First Unitarian Society, which was taken apart and divided into four sections. It includes the original cover, news clipping of church events, pamphlets, installation services and program announcements. There are also copies of some of the news clippings.

<u>Box</u>	<u>Folder</u>	
2	19	Cover 1934-1947
2	20	News Clipping Regarding Church Events 1934-1947
2	21	Pamphlets, Installation Services, Program Announcement 1934-1947
2	22	News Clippings Regarding Church Events 1934-1947

### **Subseries 8: Unitarian Publications, 1922, 1942**

This subseries is composed of publications regarding Unitarians, including "Unitarians in Lawrence," a booklet written by Ernest J. Bowden regarding the history of Unitarians in Lawrence. There are also pamphlets published by the American Unitarian Association that describe Unitarian beliefs and churches. With this subseries there are also photographs of churches on book paper.

<u>Box</u>	<u>Folder</u>
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2	23	“Unitarians in Lawrence” booklet, by Ernest J. Bowden, including copies of the text 1922
2	24	American Unitarian Association pamphlets and photographs of churches on book paper circa 1942

## **Series 2: Church of the Good Shepherd Universalist Records, 1863-1980**

### **Subseries 1: Church Meetings, 1874-1959**

This subseries contains ledgers composed of meeting reports, member lists, annual reports, treasurer reports, and the Board of Directors’ meeting minutes. There are also records of member weddings and funerals.

<u>Box</u>	<u>Folder</u>	
3	Ledger	Church Meeting Reports, including Annual Reports, Treasurer Reports, Prayer and Conference Meeting Reports 1874-1875
3	Ledger	Church Meeting Reports, including Annual Reports, Treasurer Reports, Prayer and Conference Meeting Reports, Communion Services, and Member Obituaries and List of Members 1879-1936
3	Ledger	Church Meeting Reports, including Annual Reports, Treasurer Reports, Prayer and Conference Meeting Reports, Communion Services, and Member Obituaries 1886-1913
3	Ledger	Church Meeting Reports, including Treasurer Reports and Annual Meetings 1914-1932
3	Ledger	Church Meeting Reports, including Treasurer Reports, Business Committee Reports, Invested Funds, and Member Weddings and Funerals 1932-1943
3	Ledger	Church Meeting Reports and List of Members, including Annual Meetings and Reports, Directors’ Meetings, Board Meetings, Pastor Reports, Treasurer Reports, and Nominating Committee 1949-1954
3	Ledger	Church Meeting Reports, including Annual Reports, Directors’ Meeting Minutes, Board Meeting Minutes, Treasurer Reports, and Finance Committee 1956-1959

### **Subseries 2: Membership, 1871-1980**

This subseries is comprised of member lists, including some birth and death records. One ledger, dated from 1956-1980, which recorded the members and their deaths, does contain member names after the merger of the Unitarian and Universalist churches. There is a World War II Roll of Honor, which has photographs of members who served in the war. Their company and position is listed, as well as if and when they returned home, or if they died during the war and

where. There are also requests written by members asking for letters of transfer because they are leaving the church, newspaper clippings of member obituaries, as well as copies of these clippings.

<u>Box</u>	<u>Folder</u>	
3	Ledger	Member Lists, Birth and Death Records 1873-1884
3	Ledger	Member Lists and Deaths 1939-1956
4	Ledger	Member Lists and Deaths 1949-1956
4	Ledger	Member Lists and Deaths 1956-1980
4	Ledger	World War II Roll of Honor 1941-1945
4	1	Member and Committee Lists 1871, 1886-1941
4	2	Marriage Lists 1945-1971
4	3	Letter Requests for Transfer of Membership 1951-1960, 1975
4	4	Obituaries of Members: Frank A. Sherman, Clinton Andrews, George Brown, Perley Leck, Eugene Woodbury, Evangeline O'Connor Proctor, and Don Howard Little ca. 1950-1960

### **Subseries 3: Financial, 1863-1944**

This subseries comprises two account books of the Church of the Good Shepherd Universalist. There is also a listing of invested funds, including how much was given.

<u>Box</u>	<u>Folder</u>	
4	Ledger	Account Book, including collection money received and money spent 1863-1934
4	Ledger	Account Book, including Invested Funds 1934-1944

### **Subseries 4: Committees, 1919-1942, 1961**

This subseries contains a ledger of committee meeting reports. The committees include the Standing Committee, Music Committee, Survey Committee, and Treasurer Reports.

<u>Box</u>	<u>Folder</u>	
4	Ledger	Committee Meeting Reports, including Standing Committee, Music Committee, and Treasurer Reports 1919-1942
4	5	Survey Committee Reports 1961 Nov 14

### **Subseries 5: Church Groups, 1908-1962**

This subseries contains the records of various groups within the Church of the Good Shepherd Universalist. The organizations include the Association of Universalist Men, Association of Universalist Women, Boethian Club, Men's Club, and Mission Circle. The records of these



organizations include group bylaws, correspondence, member lists, meeting reports, financial information, and event programs. In 1943, the Mission Circle merged with the Association of Universalist Women when the Church of the Good Shepherd and the First Universalist Society merged into one organization. Some of the ledgers have meeting reports that date from before and after the merger of the Unitarian and Universalist churches.

<u>Box</u>	<u>Folder</u>	
4	6	Association of Universalist Men: Bylaws and Officer List ca. 1956
4	7	Association of Universalist Women: Correspondence, Meeting Reports, and Receipts 1943-1960
4	Ledger	Association of Universalist Women: Executive Board Meeting Reports 1943-1950
4	Ledger	Association of Universalist Women: Meeting Reports 1943-1950
4	Ledger	Association of Universalist Women: Meeting Reports 1950-1962
4	8	Boethian Club: Quarterly Report and The Mayflower-Publication of the Club 1878
5	Ledger	Men's Club: Meeting Reports 1934-1946
5	Ledger	Men's Club: Meeting Reports 1946-1955
5	9	Men's Club: Bylaws and Minstrel Show Program 1921, 1941
5	Ledger	Mission Circle: Meeting Reports 1908-1914
5	Ledger	Mission Circle: Meeting Reports 1914-1923
5	Ledger	Mission Circle: Meeting Reports 1923-1933
5	Ledger	Mission Circle: Meeting Reports 1933-1942
5	10	Mission Circle: Annual Receipts and Expenses 1910-1916, 1931-1933, 1942-1943

### **Subseries 6: Church Government and Organization, 1925, 1947-1962**

This subseries is comprised of records pertaining to the government and organization of the Church of the Good Shepherd Universalist. There are pamphlets concerning the government of the church, as well information regarding the sale of church property. There is also information pertaining to the church's 100th Anniversary, which includes pamphlets, event notifications, programs, and member memorials of the church. There is a letter asking Reverend Keith Munson to become the new minister of the church, and the resignation letter of Edwin Craven, a member of the Board of Directors.

<u>Box</u>	<u>Folder</u>	
5	11	Government of the Church Pamphlet and Sale of Church Property 1925, 1958
5	12	100th Anniversary Pamphlets and Event Notifications 1947
5	13	100th Anniversary Reservations and Programs 1947

5	14	100th Anniversary Memorials 1947
5	15	Call to Rev. Keith Munson to become new minister and Resignation of Edwin Craven of the Board of Directors 1960, 1962

### **Subseries 7: Church School, 1948-1949**

This subseries contains information regarding the church school. There are primary bible folders (which are pamphlets with religious activities for children), hymns, and information regarding children in church school. There is also a certificate of promotion for Priscilla Allen to the Intermediate Department of the Church School.

<u>Box</u>	<u>Folder</u>	
5	16	Primary Bible Folders and Certificate of Promotion 1948-1949

### **Series 3: First Universalist Society Records, 1847-1951**

#### **Subseries 1: Society Government, 1847-1920**

This subseries is comprised of records pertaining to the government of the First Universalist Society. There are ledgers with the society compact, profession of faith, bylaws, member lists, committee reports, and meeting reports of society members. Among these are Church Meetings, which included all members of the church, and the Standing Committee, which was the committee that handled the various needs of the congregation.

<u>Box</u>	<u>Folder</u>	
6	Ledger	Society Compact, Bylaws, and Members 1886
6	Ledger	Church Meeting Reports and Church Constitution 1859-1873
6	Ledger	Society Compact and Church Meeting Reports 1847-1866
6	Ledger	Society Compact and Church Meeting Reports, including Annual Meetings and Standing Committee Reports 1866-1891
6	Ledger	Church Meeting Reports, including Annual Meetings, Standing Committee Reports, and Treasurer Reports 1891-1920
6	1	Bylaws, Profession of Faith, and Society Constitution undated
6	2	Society Compact 1897

#### **Subseries 2: Financial, 1852-1951**

This subseries contains account books, check registers, and receipt and expenditure records of the First Universalist Society. One account book was used before and after the merger of the Church of the Good Shepherd and the First Universalist Society. There are also investment fund records, including detailed information regarding the money contributed to the Lucey Storrow Fund. There are financial reports given by the treasurer and payment letters of members,

records of payment given to Reverend George Clark by various members, and mortgage release documents. There are also the records of the Special Relief Association, which was created as a means for the First Universalist Society to extinguish their debt. Among the records of the Special Relief Association is a roll of honor of subscribers, which was signed by the members who were in agreement to end the debt of the Society.

<u>Box</u>	<u>Folder</u>	
6	Ledger	Account Book, Payments Received from Members 1879-1895
6	Ledger	Receipts and Expenditures 1907-1922
6	Ledger	Check Register 1933-1940
6	Ledger	Check Register 1942-1951
6	Ledger	Lucey Storrow Fund 1902-1933
6	Ledger	Vestry Improvement Fund 1920-1943
6	Ledger	Invest Records 1934
6	Ledger	Investment Fund Records 1942-1943
6	3	Treasurer Reports, Account Receipts, and Checks 1858, 1927-1937
6	4	Special Relief Association and Roll of Honor of Subscribers to Extinguish Debt 1873
6	5	Payment Letters of Members 1860-1866
6	6	Mortgage Releases from the Essex Co. 1852-1947
6	7	Payments Made to Rev. Clark undated

### **Subseries 3: Membership, 1852-1917**

This subseries is composed of documents regarding memberships, including member meeting notices, which were written to inform members of upcoming meetings. There are also church and committee member letters of resignations and documents regarding the deaths of George H. McFarlin and Henry Buell, both of whom were members of the church. The subseries also includes information regarding Summer Needham, who was one of the first Union casualties of the Civil War, and a court summons for P. Gage to pay \$100 to B. Griffin. There is a Charles Storrow memorial placard, another placard of the “first martyrs of the Civil War” from the Lawrence Civil War Memorial. The latter shows the men in the Sixth Massachusetts Militia, which took part in the Baltimore Riot on April 19, 1861. These men are considered to be the first casualties of the Civil War and were originally from Lawrence.

<u>Box</u>	<u>Folder</u>	
6	8	Member Meeting Notices 1852-1866, 1917
6	9	Committee Member and Church Member Letters of Resignation 1858
6	10	Summer Needham Information undated

6	11	Court Summons of P. Gage to pay \$100 to B. Griffin undated
6	12	Pew Holders July 1882
6	13	Resolution of Death of George H. McFarlin 1882
6	14	Death of Henry Buell 1897
6	15	Charles Storrow in Memoriam Placards undated
6	16	First Martyrs of the Civil War-Lawrence Civil War Memorial undated

#### **Subseries 4: Standing Committee, 1853, 1858, 1920**

This subseries contains the records of the Standing Committee, including committee reports, pew notes, and correspondence. The Standing Committee is the committee that handles the various needs of the congregation.

<u>Box</u>	<u>Folder</u>	
6	17	Standing Committee Reports, including Pew Notes and Correspondence 1853, 1858, 1920

#### **Subseries 5: Buildings, 1852, 1916**

This subseries comprises records pertaining to the meetinghouse and church of the First Universalist Society, which dates to 1852. There are member names and donations for those who were in agreement to erect and furnish a meetinghouse as well as blueprints, specifications, contracts, and cost estimates concerning the building of the meetinghouse, which also date to 1852. There is also a blueprint of the church and the lot next to it from 1916.

<u>Box</u>	<u>Folder</u>	
7	Ledger	Subscriptions to Erect Meetinghouse with Member Names and Donations 1852
7	18	Meetinghouse Subscription List and Agreement to Furnish 1852
7	19	Meetinghouse Specifications, Estimates, Contracts, and Plans 1852
7	20	Blueprint of Church and lot next door 1916 Oct 9

#### **Subseries 6: Society Groups, 1847-1951**

This subseries consists of the records of various groups within the church: Church Union, Florentia Club, Ladies of the Social Community, Ladies of the Universalist Society, and Young People's Christian Union. The records contain account books, meeting reports, member lists, expenditure listings, bylaws, and event programs. In 1943, after the merger of the Church of the Good Shepherd and the First Universalist Society, the Mission Circle, Church Union, and the Florentia Club merged together and became the Association of Universalist Women. The ledger for the Young People's Christian Club was used before and after the merger of the two churches.

<u>Box</u>	<u>Folder</u>	
7	Ledger	Church Union: Account Book 1891-1907
7	Ledger	Church Union: Meeting Reports, Member Lists and Monthly Expenditure Listing 1887-1903
7	Ledger	Church Union: Meeting Reports, Member Lists and Monthly Expenditure Listing 1903-1915
7	Ledger	Church Union: Meeting Reports, Member Lists and Monthly Expenditure Listing 1915-1923
7	Ledger	Church Union: Meeting Reports, Member Lists and Monthly Expenditure Listing 1923-1930
7	Ledger	Church Union: Meeting Reports, Member Lists and Monthly Expenditure Listing 1930-1939
7	Ledger	Church Union: Meeting Reports, Member Lists and Monthly Expenditure Listing 1939-1943
7	21	Church Union: Meeting Reports, Member Lists, News Articles, and Treasurer Reports 1911-1943
7	Ledger	Florentia Club: Board Meeting Reports 1929-1942
7	Ledger	Florentia Club: Meeting Reports 1910-1913
7	Ledger	Florentia Club: Meeting Reports 1914-1925
7	Ledger	Florentia Club: Meeting Reports 1915-1938
8	Ledger	Florentia Club: Meeting Reports 1939-1943
8	22	Florentia Club: Constitution undated
8	23	Florentia Club: Bylaws Pamphlet and Yearbook 1923-1938
8	24	Florentia Club: Annual and Monthly Meeting Reports and Expenses 1919-1929, 1937-1943
8	Ledger	Ladies of the Social Community: Account Book 1847-1854
8	Ledger	Ladies of the Social Community: Meeting Reports 1847-1850
8	25	Ladies of the Social Community: Notes ca. 1850
8	26	Ladies of the Universalist Society: Carnival Program 1890
8	Ledger	Young People's Christian Union: Meeting Reports 1949-1951

### **Subseries 7: Church School, 1850-1947**

This subseries comprises of records pertaining to the church school of the First Universalist Society. There are two cashbooks, which include the Sunday School Collection (money received from church members to the Church School), treasurer reports, member dues, and a program for the Church School 2nd Exhibition. One of the cashbooks was used before and after the merger of the Church of the Good Shepherd and the First Universalist Society. There are also reports concerning the transfer of funds from the First Universalist Society to the Church of the Good Shepherd, and a final report to renege and not to transfer the funds.

<u>Box</u>	<u>Folder</u>	
8	Ledger	Cashbook, Sunday School Collection and Money Spent 1894-1936
8	Ledger	Cashbook, Sunday School Collection and Money Spent 1936-1947
8	27	Treasurer Reports, Member Dues, Reports of Transfers of Funds to Church of the Good Shepherd 1920-1926, 1933, 1943
8	28	Church School 2nd Exhibition Program 1850

#### **Subseries 8: Correspondence, 1857-1859, 1897**

This subseries contains the correspondence of William Joplin, first clerk of the Society, regarding the church and some of the members. There are also letters surrounding the 50th Anniversary of the church. The majority of the latter group of letters are extending invitations to previous members and ministers of the church as well as their responses.

<u>Box</u>	<u>Folder</u>	
8	29	William Joplin Correspondence 1857-1859
8	30	Regarding 50th Anniversary 1897

#### **Subseries 9: Society Events, 1859-1872**

This subseries comprises records of society events. The First Universalist Society gave lectures regarding Universalists and their beliefs. There are flyers for these lectures, newsletters, tickets, and an account book. There are also programs from the Quarter Centennial Anniversary and notes regarding the Universalist Society Festival. There is also a program from Reverend MJ Steere's services.

<u>Box</u>	<u>Folder</u>	
8	31	Church Course Lectures, Flyers, Tickets, Newsletters, and Account Book 1871
8	32	Quarter Centennial Anniversary Programs 1872
8	33	Rev. MJ Steere Order of Services Program 1859
8	34	Universalist Society Festival Notes undated

#### **Series 4: Church of the Good Shepherd Unitarian Universalist Records, 1904, 1944-1970**

##### **Subseries 1: Merger of Churches, 1944-1957**

This subseries contains documents regarding the merger of the Unitarian and Universalist churches. There are newspaper clippings surrounding the merger, agreements and correspondence between churches, proposed bylaws, and special meeting reports.

<u>Box</u>	<u>Folder</u>	
9	1	Church of the Good Shepherd and First Universalist Society Merger News Clippings and Reports 1944-1949
9	2	Agreement Between Unitarian and Universalist Churches, Proposed Bylaws, Minutes of Special Meetings and Board Meetings, and Correspondence 1951-1957
9	3	First Unitarian Society and Church of the Good Shepherd Universalist Correspondence, News Clippings, and Proposed Bylaws 1953-1955

### **Subseries 2: Building, 1904, 1957-1964**

This subseries is composed of building records. There are church repair documents and a blueprint of the new Church of the Good Shepherd Unitarian Universalist church. There is building relocation information, including correspondence and Survey Committee reports discussing the relocation of the church. There is a flyer and other documents regarding the sale of the former location of the Church of the Good Shepherd, and correspondence on the sale of the Methuen Church and the Methuen Fund.

<u>Box</u>	<u>Folder</u>	
9	4	Church Repair Documents and Blueprint for the New Church 1959-1960
9	5	Building Relocation Information, Correspondence, and Survey Committee Reports 1959-1961
9	6	Information on Sale of 201 Haverhill St, Lawrence, MA-former Location of the Church of the Good Shepherd 1964
9	7	Correspondence on the Sale of the Methuen Church and Member List, and Correspondence on the Methuen Fund 1904, 1957, 1962

### **Subseries 3: Church Government, 1960-1962**

This subseries contains records surrounding the government of the Church of the Good Shepherd Unitarian Universalist. The records include bylaws, Board of Directors meeting minutes, and a list of ministers of the Universalist Organization. There are also specific bylaws regarding the office of the Vice President, including how to elect a new Vice President and a new member to the Board of Directors.

<u>Box</u>	<u>Folder</u>	
9	8	Bylaws Regarding the Vice President Position and Board of Directors 1960
9	9	Bylaws, Board of Directors Meeting Minutes, and List of Ministers of the Universalist Organization 1960-1962

#### **Subseries 4: Church Publications, 1961**

This subseries contains the publication "Church of the Good Shepherd - A Study of the Church of the Good Shepherd Unitarian Universalist," written by W. Wayne Artis and published at Boston University by the organization Church Surveys. It contains information on the community of the Church of the Good Shepherd, the church's finances and stewardship, member information (including family size, careers, and donation amounts), an analysis of church committees, and studies regarding the age and sex of members and the worship size. The survey ends with recommendations on how to attract new members and financial recommendations.

<u>Box</u>	<u>Folder</u>	
9	10	"Church of the Good Shepherd-A Study of the Church of the Good Shepherd Unitarian Universalist" 1961 by W. Wayne Artis

#### **Subseries 5: Parish Notices, 1953-1963**

This subseries contains Parish Notices. Copies of these records were sent to members of the church, while the clerk also kept copies. The subjects cover a variety of topics relating to church activities, such as copies of sermons and sermon topics, committee reports, meeting notices, and financial issues.

<u>Box</u>	<u>Folder</u>	
9	11	Campaign Letters for Funding, Event Flyers, Meeting Notices, Copies of Sermons 1953-1954
9	12	Steeple Destruction, Sermon Series Topics, and Information Regarding the 25th Anniversary of the First Universalist Society 1954-1955
9	13	Copy of Layman Sermons, Fireside Meeting Information, and Church School Information 1955-1956
9	14	Fund Raising Appeal, Notices for Religious Education and Get Acquainted Meetings 1956-1957
9	15	Unitarian Service Committee Appeal 1957-1958
9	16	Amendments to Bylaws and a list of members "at whose services Mr. Hawkes Officiated" 1958-1958
9	17	Notices of Special Meetings to Extend Invitation to Rev. Keith Munson to become Minister of the Church of the Good Shepherd and Regarding the Resignation Letter of Rev. Kenneth Hawkes 1959-1960
9	18	Copies of Sermons Presented in a Sermon Series and a Recommendation to Sell Parsonage on 24 Edmands Road 1960-1961



9	19	Relocation Information, Building Committee Information, and Rules for Ushering 1961-1962
9	20	Building Committee Reports, Financial Issues, Church Events, and Press Releases 1962-1963

### **Subseries 6: News Clipping and Photographs, circa 1940-1968**

This subseries contains news clipping and photograph copies of church activities, ministers, building interiors, and Sunday School programs. Another set of copies of the photographs is with the photo binders in the research room. The accession numbers are 2002.087.024 through 2002.087.057.

<u>Box</u>	<u>Folder</u>	
9	21	News Clippings and Copies Regarding the 75th Anniversary, Church Society Meetings, and Appeal Decisions undated
9	22	Photographs of Church Activities, Ministers, Building Interiors, and Sunday School Programs circa 1940-1968

### **Subseries 7: Annual Reports, 1956-1970**

This subseries contains reports on the annual meetings held by church members to discuss the financial, committee, and church events of the previous year. This series contains the first annual meeting reports from 1956, where members discussed the organization of the newly formed Unitarian Universalist Church, as well as annual reports for every year after until 1970.

<u>Box</u>	<u>Folder</u>	
9	23	Annual Meeting of the Good Shepherd Universalist Church and the Organization Meeting of the Church of the Good Shepherd Unitarian Universalist 1956 Jan 30
9	24	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1957 Jan 28
9	25	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1958 Jan 27
9	26	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1959 Jan 26
9	27	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1960 Jan 25
9	28	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1961 Jan 30
9	29	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1962 Jan 29
9	30	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1963 Jan 28

9	31	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1964 Jan 27
9	32	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1965 Jan 25
9	33	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1966 Jan 31
9	34	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1967 Jan 30
9	35	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1968 Jan 29
9	36	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1969 Jan 27
9	37	Annual Meeting of the Church of the Good Shepherd Unitarian Universalist 1970 Jan 26