

THE TEXAS ROOM DISPATCH

A Publication of Friends of the Texas Room
P.O. BOX 27827 * Houston, Texas 77227-7827

Vol. 1, No. 3. July 2003

QUARTERLY MEETING
SATURDAY, JULY 19th AT 10 A.M.

JULIA B. IDESON BUILDING . 500 MCKINNEY

Please meet sharply at 10 a.m. in the 2nd floor foyer, just outside the Texas Room. Will Howard, Assistant Manager of the Texas Room will give a tour of the building and discuss the various areas and volunteer possibilities. The **tour will begin promptly at 10 a.m.** so that our business meeting immediately afterwards can be conducted in a timely manner. If you can't make the tour, meet us in the Harriet Reynolds Room on the first floor.

MINUTES
FRIENDS OF THE TEXAS ROOM
APRIL 29, 2003

Friends of the Texas Room met April 29, 2003, at 7:00 p.m. in the Long Row Building of The Heritage Society in Sam Houston Park with 37 in attendance. Betty Chapman called the meeting to order, welcomed everyone, and thanked The Heritage Society for hosting us.

Elizabeth Whitlow introduced Dr. Don Carleton, Director of the Center for American History at the University of Texas in Austin. Dr. Carleton, founding director of the Houston Metropolitan Research Center, spoke on the center's beginnings and why it was established. Dr. Carleton commended the Friends for organizing to support these historical collections.

Following Dr. Carleton's presentation, a business session was held. Mrs. Chapman reported that, with the addition of those having joined that night, our membership now numbers 104. We have collected \$2,290 in funds, all of which are unrestricted at this time. She announced that a summary report of the January meeting was available for any who would like a copy.

Mrs. Chapman then presented the proposed Bylaws, noting that a copy had been sent to all members with email addresses and that copies were also available at the meeting. She commented that, while these Bylaws may seem somewhat cumbersome for our group, TALA (Texas Accountants and Lawyers for the Arts), who is representing us in filing for non-profit status with the Internal Revenue Service, felt these Bylaws were necessary for

that process. Anne Sloan moved the adoption of the Bylaws as printed; Jim Glass seconded the motion, which passed.

The nominees for members of the Board were presented as follows:

President – Dorothy Knox Houghton

Vice President – George Werner

Secretary – Betty Chapman

Treasurer – Marks Hinton

Board members-at-large–Jim Glass, Marvin Rich, Anne Sloan, Elizabeth Whitlow
Kay Handly moved that we accept these nominees by acclamation; Susan Salm seconded the motion. The motion passed and those elected were acknowledged.

The meeting was then turned over to the newly-elected president, Dorothy Knox Houghton, who thanked the following persons for their roles in establishing Friends of the Texas Room: Betty Chapman, attorney Tom Davis, Ana Tschen of TALA, Trevia Beverly, Marks Hinton, George Werner, and Elizabeth Whitlow. She introduced Rolando Romo, manager of the Houston Metropolitan Research Center, and (in absentia) Barbara Gubbin, Director of the Houston Public Library.

Mrs. Houghton reported on the matter of security for the Texas Room, an issue which had been given high priority by the Friends. The library has ordered lockers, which should be installed sometime during May. They will be placed on the second floor corridor near the Archives office and must be used by all Texas Room patrons.

Mrs. Houghton reported on the Friends' other top priority: instituting a volunteer program. She announced that there will be three aspects to the program: (1) Volunteers will provide a variety of services in the Texas Room, under the direction of Will Howard, who will provide training in this area. (2) Dr. Louis Marchiafava will train volunteers in processing archival materials. This training will begin in August, with four volunteers being trained at a time. (3) Volunteers can be utilized in a variety of projects related to Houston Public Library's Centennial observance in 2004. These volunteers will work on the Centennial's history sub-committee under the direction of Betty Chapman. Sign-up sheets were available at the meeting. All volunteers working under the auspices of the Friends will be official HPL volunteers and, as such, will receive an ID badge and free parking. Other Friends committees will be formed as needed and members will have an opportunity to serve on them.

The president announced that a budget is currently being prepared by Marks Hinton. It, along with our Mission Statement, an Activity Report, and the adopted Bylaws, will be filed soon with the Internal Revenue Service by TALA. Although we have not yet received our non-profit status, all gifts to the Friends will be retroactively tax-deductible.

In closing, Mrs. Houghton noted that as a great-niece of Adele Briscoe Looscan, who was instrumental in founding the Houston Public Library, she has a deep interest in working to see that the Houston Metropolitan Research Center is recognized as the primary repository for materials relating to Houston history. She encouraged all of those present to join her in this endeavor.

There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,
/s/ Betty T. Chapman, Secretary

The President's Column

Dear Friends:

It is a great honor for me to accept the presidency of the Friends of the Texas Room and to welcome you to our membership. It also is a great responsibility, for we have much to accomplish. It is our mission to support the collections of the Texas and Local History Department, the Archives and Manuscript Department, and the Special Collections Department of the Houston Metropolitan Research Center of the Houston Public Library. We believe that the HMRC is and should remain the primary repository of the materials which document Houston's history, both past and present.

Over the last twenty years, we have watched the city gradually cut staff, hours, and services for the entire library system. The Texas and Local History Department, HMRC, and Special Collections have been particularly hard hit. Indeed, they seem not to be anywhere on the city's list of priorities. Through the efforts of our volunteers and fund-raising, we hope to help restore the library services in the Ideson Building to the level which we remember in decades past. Our volunteer program has begun, and we urge members who can spare a few hours once a week, or once every other week, to sign up. There are many jobs to be done, and the more volunteers we have, the faster we can make progress.

The Friends organization evolved over the last year from discussions among a number of people who regularly do research in the Texas Room. In particular, Betty Chapman and Marks Hinton saw an immediate need for such a group and invited me to become involved. Trevia Wooster Beverly began communicating via e-mail and regular mail with potential members and has offered to produce and donate the newsletter for the first year. As a result of her efforts, we had over one hundred members before the meeting on April 29 when we formally elected officers. This was a very auspicious start for an organization in the formative stages known only by word of mouth. Please continue to spread the word, and urge all of your friends to join. We have included a copy of the membership form in this newsletter for your convenience.

The groundswell of interest in the HMRC and Texas Room that the Friends have inspired has had an impact already. When we began a few months ago, the HMRC had only the level one archivist position filled. The level two and level three positions were frozen for lack of funds. The library now plans to have all three archivist positions filled by the end of the year.

Since the April 29 meeting, I have asked Nancy Burch to serve as Parliamentarian and Dorothy H. Johnson to serve as membership chairman. Director Anne H. Sloan is coordinating the volunteers who are working in the Texas Room.

In closing, I want to thank Betty Chapman in particular for doing the lion's share of the work which has been required to bring this organization into existence. Her patience, computer skills, perseverance, and attention to detail have brought us to where we are today.

I look forward to seeing you at the general membership meeting at the Ideson Building at 10:00 A. M. on Saturday, July 19.

Board Profiles: President

The first president of the Friends of the Texas Room comes to the job with strong ties to the history of the Houston Public Library and to the archival community in Houston. Dorothy Knox Howe Houghton is the great, great niece of Adele Lubbock Briscoe Looscan who, in 1885, founded the first women's study club in Texas, the Ladies' Reading Club. Over the next twenty years, many other women's study clubs were organized in Houston and around the state. In 1900 Mrs. Looscan called all of the Houston clubs together to form the City Federation of Clubs of which she was the first president. The impetus for this organization was to enable the clubs to work together to raise the matching funds needed to build a Carnegie Library in Houston. Their efforts culminated with the opening of Houston's first public library building in 1904. In 1956, Mrs. Looscan's role in founding the Houston Public Library system was recognized by the opening of the Adele Briscoe Looscan branch. Mrs. Houghton, then eleven years old, was asked to accept the honor on behalf of Mrs. Looscan's family.

Inspired by Mrs. Looscan's numerous contributions to the written history of Houston and Texas, Mrs. Houghton has made several contributions of her own. In the early 1980s, as a Junior League volunteer, she worked with former HMRC archivist, Dr. Louis J. Marchiafava, doing oral history interviews with prominent Houstonians for the HMRC's oral history project. Subsequently, she arranged with Dr. Marchiafava to base the project of the Junior League of Houston which resulted in the publication of Houston's Forgotten Heritage: Landscape, Houses, Interiors, 1824 – 1914 on the third floor of the Julia Ideson Building. Mrs. Houghton was the chairman of that project and the lead author of the book which was published by Rice University Press in 1991. The Junior League compiled an archive of over 2000 photographs and documentary information in conjunction with this project. The following year Mrs. Houghton was asked to write The Houston Club and Its City: One Hundred Years which was published in 1995.

In addition to writing local history, Mrs. Houghton has been actively involved in Houston's archival community for many years. She is a long-time member of the boards of the Friends of Fondren Library at Rice University and the San Jacinto Museum of History. She was an original board member of the Women's Archive and Research Center at the University of Houston. She represents Washington National Cathedral in Southeast Texas and has served on the boards of the Houston Ballet Foundation and the Houston Ballet Guild.

Mrs. Houghton is a native Houstonian. Her great, great, great grandfather, John Richardson Harris, came to Texas in 1824 as one of Stephen F. Austin's Old Three Hundred colonists and founded the town of Harrisburg, the predecessor to Houston.

Harris County is named for him. She attended the Kinkaid School and graduated from Lamar High School. She holds an A.B. degree from Bryn Mawr College and an M. A. degree from the University of Texas at Austin. Like so many native Houstonians, she has fond memories of the days when the Julia Ideson Building was the main public library building in Houston.

Dr. Don E. Carleton Addresses Friends

Dr. Don E. Carleton, founding director of the Houston Metropolitan Research Center and present director of the University of Texas at Austin Center for American History, was the speaker at the Friends of the Texas Room membership meeting on April 29, 2003. Dr. Carleton gave a comprehensive account of the early years of the HMRC from its beginnings in 1975. He said that the HMRC has served as a model nationally and that he has served as a consultant in setting up other metropolitan archives including those in Austin, Dallas and San Diego. The HMRC's Mexican-American history division was the first of its kind in the United States, and the architectural archives division was among the first in this country. The Alfred Finn Architectural Collection was the first to be deposited there.

Dr. Carleton said that by the 1970s, the HMRC was an idea whose time had come. The history of Houston had been terribly neglected, and the records through which one might study Houston's history were greatly imperiled, some literally wrapped around water pipes in aging public buildings. Houston was becoming important nationally with the opening of the astrodome, rising energy prices, and the space program. Houston's population was expanding, and the city was considered the capitol of urban change in the U. S. People were becoming concerned about the decay of cities and why this was happening. There was a growing interest in the history of ordinary, non-elite people. The history departments at Rice and the University of Houston were expanding. Interest in genealogy and historic preservation was rising in anticipation of the coming American bi-centennial in 1976.

Simultaneously, the State of Texas became interested in its own historic records and inaugurated the Regional Historic Records Repository Program. The state allocated money for depositing local records in buildings equipped for the safe-keeping of historic documents as well.

Three critical ingredients were needed to bring the HMRC into existence: leadership, money and facilities. The leadership was provided by Professor Harold Hyman, a legal historian at Rice University. He was frustrated that his students could not find public records for their research. He learned that the Houston Public Library was planning a new building and that the city wanted to turn the Ideson Building into an office building. Professor Hyman and Houston Public Library Director, David Henington, formed a consortium to rehabilitate the Ideson Building as an official Regional Historic Records Repository for state and local public documents.

With the leadership and the facilities identified, funding was the final and greatest challenge. The Southwest Center for Urban Research, a non-profit organization, was founded. It, in turn, asked the National Endowment for the Humanities for a \$116,000

grant which was matched locally by the Brown, Cullen, Wortham, and Houston Endowment foundations. These funds enabled the project to be launched. Private collections of historic papers were gathered and processed by students from Rice and U. of H. in the basement of the Fondren Library at Rice University.

Senator Barbara Jordan succeeded in securing a grant of \$3.3 million from the Department of Commerce to rehabilitate the Julia Ideson Building as an urban renewal project. S. I. Morris was the architect for the renovation. Mayor Fred Hofheinz and Houston Public Library Director David Henington designated the building as Houston's center for Texas and local history. In 1976 the newly formed collection was moved from Rice into the Ideson Building and divided into three parts: HMRC, Special Collections, and the Texas Room. Publicity such as a KTRH TV series and a noon lecture series on Houston history brought in many more collections. A religious archive system intended as a finding aid for persons interested in the records of local churches and synagogues inspired a number of those institutions to deposit their archives in the HMRC.

Dr. Margaret Swett Henson, an outstanding local historian, was the first person hired to oversee the project. Dr. Carleton was hired as the first official director while he was still a graduate student. In those days there was not enough funding to hire a professional archivist, but these historians believed in their mission and established standards of excellence. Later Dr. Carleton hired Dr. Marchiafava, who became the first official archivist upon Carleton's departure to the University of Texas in 1979. Dr. Carleton also hired Tom Krenek to be archivist of the Mexican-American division. Doris Glasser became head of the Texas Room and did an exceptional job. Ruby Weaver, head of the Central Branch of the library, was most supportive.

In twenty-seven years the three branches of the Texas and Local History Department have grown substantially. On a daily basis they supply the public and the City of Houston with vital information. The goal of the Friends is to assist the staff in every way possible.

Editor's Note: There is a wonderful collection of old newspapers under the Julia Ideson roof ... often we research old newspapers for obituaries or some special story; this is the place where you find (then) contemporary news – which was “history in the making.” In early newspapers we often see two abbreviations used extensively. “Inst” infers that it occurred in the current month; “Ult” implies that the incident occurred in the previous month. Example, if an item appears in an August issue and says “20th ult,” it happened on July 20th. Such interesting reading, and what a history lesson! Following are a couple of items that will be of interest to FTR members:

Houston Lyceum Affairs. The election for officers will take place on January 1, 1889. Members should remember this, and attend the meeting prepared to act understandingly in this matter. The number of casual visits to the library is somewhat on the increase; which shows that the place is becoming better known. By the way, this calls to mind that nearly all the visits are by those who are not members. Perhaps if the members should attend more generally they might find something profitable to read, and discover that

their interest in the welfare of the institution was on the increase. What say you, ladies and gentlemen? - the Houston Daily Post. Sunday, December 16, 1888

Houston Lyceum Affairs. The treasurer's report, which was presented at the annual meeting held Thursday night, showed that there had been received during 1888 \$529.35, and that \$522.29 had been disbursed, leaving a balance on hand of \$7.06. The librarians report showed that from the 9th of March, the date the record was begun, to the end of the year, the library and reading room had been open 237 days, and that for this time 1471 visits had been made to it.

A copy of "Ayer's Almanac" for 1889, printed in twenty-one languages, has been presented to the Lyceum by the publisher. It is quit a curiosity and well worth examining.

Everybody is welcome to the library. Place, market house: hours, 3 to 6 and 7 to 10 p.m. Strangers in town should note this paragraph in particular. - the Houston Daily Post. Thursday Morning, January 10, 1889.

From the Editor's point of view, PHOTOGRAPHS, are windows of the past. And what a fabulous view it is from the Texas and Local History Division of the Houston Metropolitan Research Center. The scope of the Photographic Collection is an extensive coverage of Houston and Harris County, with some coverage of other Texas locales, especially historical sites, a few non-Texas areas represented in a minor quantity.

Photography, like so many other things, has made such great strides – from the ambrotype, "tintype," and daguerreotype, through the "movie" films and the 35mm slides, to the digital camera which hooks up to our computer. Photographs are among our most treasure possessions, yet we place them on the shelf in an old shoebox, glue them down to old black album sheets, place them unmated in glass frames, etc.

There are some excellent books available (check our HPL online catalog) that will help in preservation of those priceless "frozen in time" images, but the most important thing you can do is to pull out those photo albums, shoe boxes, etc. – NOW – and take a look at them. Examine them and do what you can to remove them from an unfriendly environment. Then sort them and make an inventory. Mark them; you may be the only person in your family to know who "those people" are, or where the photograph was taken.

Acids within photographs and mounting albums (as well as documents and newspaper clippings) and the old clear cellophane taps we used to use, can break them down, causing them to yellow and become brittle. Longevity of a photographic collection can be best assured through proper storage, handling, and display. And that includes any negatives you may have! And do the same examination and inventory of those photographs hanging on your walls. Photographs framed for display should be matted in acid-free materials. Recently I had a very large map framed without a mat, the framer using an "invisible cord" to keep the map away from the glass. If you choose not to use a professional framer, then check for appropriate supplies in those catalogs mentioned in the last Newsletter. See the end of this article for some additional suppliers.

Many of us have old photographs that have cracked, are faded, and, yes, eaten by the roaches – yet they have the possibility of being restored. Restored does not mean that you take it someplace to have a copy made. True restoration is not inexpensive as it takes

a process of several steps and personal handling. There are a number of firms that can do this for you.

Color photos are best copied with Kodak Picture Maker systems which allow you to duplicate photographs in different sizes without the negative. You are also able to enhance color, crop out backgrounds, eliminate “red eye” and add borders. If you have some old black & white photographs, try having copies done on sepia paper. And copies of those black & white and sepia-toned pictures look almost as good as the originals when copied on a color copier.

A historical photograph is one offering an image of times past, capable of supporting the study and interpretation of history. Photographs of our ancestors are wonderful, but also are those photographs of the communities and events that are contemporary with them. A family history is not complete without likenesses of our family and of the environment in which they lived. And while the Texas Room may not be able to provide a photograph of your ancestor (although photographs of individuals and groups turn up in the most unlikely places), the Collection at HMRC may very well be able to provide you with photographs of locations (such as Houston Heights or downtown Houston) as well as events contemporary to your research period.

ARCHIVAL MATERIALS are accessed through the Texas and Local History Division. Housed in the HMRC Collection are well over 1,500,000 photographs, most vintage prints and original negatives. Many record groups have associated, nonphotographic materials, and a few photographers’ archives have associated business records. There is extensive coverage of churches and religious organizations, civic organizations, and political activities. There is an emphasis on the economic and social development of the community, with emphasis on the various ethnic groups of Houston. The time period is 1866 to present.

Many of these manuscript collections also have photographs included. A sample listing includes

- H52.2 Christ Church Cathedral. Houston’s first Episcopal parish. Pastors, building, and the Gray family. 53 photo prints. 1900 to 1950s. HMRC# I-1.
- H52.30 Ackerly (Gertrude) Collection. La Porte cityscapes and people. 100 photo prints. 1910s to 1920s. HMRC# Mss. 273.
- H52-33 Alvarez (J.A. “Tony”) Collection. Mexican-American political affairs. 100 photo prints, 1960s to 1970s. HMRC# Mss 255.
- H52.66 Hicks Family Collection. Black Houston family, many of whom were teachers and worked for the Southern Pacific Railroad. Family photographs focusing on those occupations. 241 photo prints, 1890s to 1960s. HMRC# Mss 102.

Here you will also find the collections of some well-known commercial and studio photographers: George Beach, Paul Hester, Jack Stiles, C.J. Wright and many others. Included are the collections of many prominent Houston architects, such as the Alfred Charles Finn Collection covering 1883-1964. Major headings with subdivision are shown in the card file, and there are photocopies of many individual prints in the shelved notebooks.

And did you know that among the many individual collections are those of the Houston Chronicle and The Houston Post from the 1950s-1980? The old Houston Press collection covers 1920 to 1964. Together, these three newspaper photo morgues consist of thousands of images on every conceivable subject.

Few items - books, photographs, etc. - stand alone, nor do libraries and repositories. There are other photographic collections in the area and you can find out about them by use of Pearce-Moses' Union Guide. There may be some duplicates, of or related items, to those held by HMRC.

I have absolutely no doubt that some of us history buffs have photographs in our possession that would be wonderful additions to the HMRC Photographic Collection. When you've made that inventory, why don't you check with Rolondo Romo or Will Howard. If you're not ready to turn loose your original, a copy in the HMRC would be a safety net for your precious picture. This does *not* mean that they can add all our family photographs, but those of historical significance would be a feasible. Ask & offer!

For further reading:

Pearce-Moses, Richard. Photographic Collections in Texas, Union Guide (Texas Historical Foundation, 1987).

Weinstein, Robert A. and Larry Booth. Collection, Use, and Care of Historical Photographs (American Association for State and Local History, Nashville, 1977).

Braun, Bev Kirschner. "Easy Ways to Preserve Your Family Heritage," BottomLine Personal, 24:10:May 15, 2003.

Resources for acid-free supplies:

Frances Meyer, Inc. – 1.800.372-6237. www.francesmeyer.com

Keeping Memories Alive – 1.800.419-4949. www.scrapbooks.com

Pebbles in My Pocket – 1.800.438-8153. www.pebblesinmypocket.com

University Products – 1.800.628-1912. www.universityproducts.com

Directly Yours – 1.888.666-5773. www.directlyyours.com

"When I'm working in filming archives, it is most important for me to listen to the old photographs, because I believe they are as close a representation as we can get to that past moment." --Ken Burns

What's cooking? - The keyword to search the HPL catalog is "cookery." A search at the Texas & Local History Collection ("Texas Room") at the Houston Public Library shows the oldest cookbook in the collection is "The Texas Cook Book, A Thorough Treatise on the Art of Cookery," edited by the Ladies' Association of the First Presbyterian Church (Houston) and published in 1883.

Other historic cookbooks in the Texas Room Collection include a German cookbook published in New Braunfels, Texas, in 1890 and the "Kute Kooking Klub" published in Honey Grove, Texas, in 1894. The Collection even has an early Jewish cookbook that was compiled in 1920 by the Young Ladies' Sewing Circle to benefit Temple Beth Israel in Houston.

Cooking is more than pots and pans and ingredients, it is a reflection of our social, cultural and family history! So, get cooking - and let us know if you have a cookbook that dates back before the turn of the century.

Editor's Note: Hope you enjoyed the brief "tour" above. Is there something in the Archives Division or the Texas Room that you'd like to know more about? Send us an e-mail at treviawbeverly@aol.com

CONGRATULATIONS to **Andy Hempe** who has been promoted to Archivist III position. Any will be the Assistant Manager of Archives, and will be responsible for the day to day managing of the Archives.

Correction. In the last Newsletter a statement was made under **Concerning funds ...** that was not entirely correct. "... When you donate directly to the Houston Public Library system, your money may or may to be used in the way your desire," The Editor's mistake in picking up the statement made by another organization, based on problems that have existed in the past. Our HPL director, Barbara Gubbin, assures me this is not so – that "funds are used as directed." However, she also says that there are circumstances that come into play when "the gift is insufficient to purchase the item requested, in which case we will combine it with other gifts. ... [or] we could be offered a donation to purchase an item which, under our policy, we would not add to our collection, in which case we would refuse the gift, but we do not disregard the wishes of the donor ..."

However, Ms. Gubbin did **not** say *whose request* would be honored when insufficient funds are combined with other gifts. Friends of the Texas Room are again encouraged to send monetary, matching gifts, and "in-kind" donations *through* the Friends of the Texas Room. We need the accounting in order not to duplicate items, to order in a more judicial manner, and keep a record of donations and the processing. This will allow us to tailor the gifts of the Friends of the Texas Room to the Collection of the Julia B. Ideson Building according to specific needs. If necessary to combine monies, the Donor would definitely be consulted. And of course, the amount given through the Friends will help when we seek corporate and foundation gifts.

Volunteers are needed. Note the many opportunities on the Membership Form – Volunteer Coordinator: Anne Sloan. For information and to sign up, contact her at 713.665-1219 or annesloan@pdq.net

Letters to the Editor:

Trevia,

Just returned from our tour of the Julia Ideson Bldg. with Susan Foutch from the San Jacinto Museum. Will Howard gave us the 1 hour tour with lots of detail. Susan was impressed with the architecture of the building and the extent of the collection.

After the tour we visited the Heritage Room at the JP Morgan Chase Building. Susan is interested in collaborating on photo exhibits at the Heritage Room using the Texas Room material.

Thank you for suggesting Will to lead our tour. See you tonight! [04/29/2003
quarterly meeting]

Jim Saye

Editors' Note: For group tours, please be sure to contact Will Howard in the Texas Room well in advance.

Below taken from

Houston Architectural Guide

Second Edition, 1999.. Published by The American Institute of Architects/Houston Chapter and Herring Press, Houston. Text by Stephen Fox. Photographs by Gerald Moorhead, FAIA, and Yolita Schmidt. Foreword by Joel Warren Barna. Designed by Herring Design.

[photograph of Julia B. Ideson bldg. & main library]

PLEASE NOTE our Post Office address. All mail should be sent there, except for matters concerning *The Texas Room Dispatch*. Submissions for the Newsletter should be sent directly to the editor [see return address].

*Those with computers may access the Houston Public Library on the Internet at
<http://www.hpl.lib.tx.us/hpl/index.html>*

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THE TEXAS ROOM DISPATCH
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FRIENDS OF THE TEXAS ROOM
Membership Application
Membership Year: January 1 – December 31
RETURN TO: P.O. BOX 27827 * HOUSTON, TEXAS 77227-7827

First person:

Second person at same address:

first name middle/maiden last name first name middle/maiden last name

Mailing Address (Street or P.O.)

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Telephone - Fax - E-Mail

First Person

2nd Person (If Different)

HOME: _____

OFFICE: _____

FAX: _____

E-MAIL: _____

MEMBERSHIP CATEGORY

ADDITIONAL CONTRIBUTION

- Individual \$20 Individual Senior \$10
- Family * \$30 Senior Family * \$15
- Student * \$10

- Contributing \$5 to \$49
- Donor \$50 to \$99
- Patron \$100 to \$249
- Sponsor \$250 to \$499
- Benefactor \$500 & above

* Family denotes two people at same address.
 * Student must give name of school attending.

TOTAL AMOUNT ENCLOSED: (Membership **plus** contribution) \$ _____

NOTE: Friends of the Texas Room is a tax-exempt, nonprofit organization operating under IRS Code 501(c) (3). Membership and additional contributions over and above membership, are tax deductible to the extent of the law. Is your gift eligible as a “matching gift” from an employer or other entity? If so, please give the name:

Volunteer Interests:

Please check below if you would like to volunteer for **FTR** activities or library services:

- Collections Volunteer: Be trained and increase your own knowledge about research activities.
- Newsletter: Writing articles about materials in the collections or reporting on related activities.
- Website manager: Design and maintain an official site for the Friends of the Texas Room.
- Membership: Maintain up-to-date membership list and send out renewal notices.
- Telephone/E-Mail Committee: Contact for meeting cancellations, unscheduled events, or breaking news.
- Hospitality: Meeting room preparations, greeting people, refreshments when needed, etc.
- Programs: Help develop programs or special seminars or workshops.
- Public Relations: Developing posters, displays, news releases, handouts, etc.
- Special Projects
- Other: _____