

# Friends of the University of Toledo Libraries - Administrative Files

Ward M. Canaday Center for Special Collections

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**UNIVERSITY OF TOLEDO ARCHIVES  
INVENTORY**

**Collection Number:** UR 86/90

**Collection Name:** Friends of the University Libraries- Administrative Files

**Dates:** 1935 to 2000

**Received from (department and person):** Barbara Floyd, Canaday Center

**Date Received:** 9/30/2002

**Quantity:** 4 LF

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**Description** (include arrangement, types of material, subjects covered, processing notes, etc.):

This series contains the administrative files of the Friends of the University Libraries. This group was founded on January 18, 1936 with the help of the Toledo Chapter of the American Association of University Women. The objective of the group, as stated in the constitution, was "to benefit the Library of the University of the City of Toledo in any possible manner, more especially by raising funds devoted to the use of the library."

The records are arranged alphabetically by subject. Included are minutes of the group from its founding to 1997, including those from the preliminary organizational meeting held in President Phillip Nash's office in December 1935. Correspondence, membership information, publicity files, and printed materials are also included in the collection. Rounding out the collection are files kept on each official occasion of the Friends, including press releases for the events, guest lists, financial accounts, and background information on the speakers.

Two scrapbooks and a guestbook are also in the series. Volume One of the scrapbooks contains ephemera, printed material, and scattered correspondence dating 1936-1945.

Volume Two holds newspaper clippings dating 1938-1940. The guest book records persons attending Friends functions, 1953-1967.

Completed by: Barbara Floyd

Date: 12/3/2002

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