



Smithsonian
Archives of American Art

A Finding Aid to the American Academy in Rome
Records, 1855-2012, in the Archives of American Art

Catherine S. Gaines

2001

Archives of American Art
750 9th Street, NW
Victor Building, Suite 2200
Washington, D.C. 20001
<https://www.aaa.si.edu/services/questions>
<https://www.aaa.si.edu/>

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Collection Overview

Repository:	Archives of American Art
Title:	American Academy in Rome records
Identifier:	AAA.ameracar
Date:	1855-2012
Extent:	65.9 Linear feet
Creator:	American Academy in Rome
Language:	English
Summary:	The records of the American Academy in Rome measure 65.9 linear feet and date from 1855 to 2012. The collection documents the history of the institution from its inception in 1894 as the American School of Architecture in Rome, through the end of World War II, and chronicles the contributions the academy has made to America's cultural and intellectual development. Nearly one-half of the collection consists of an unprocessed addition received in 2014 containing records that mostly post-date World War II and include correspondence and subject files of officers and executives based in the New York office of American Academy in Rome.

Administrative Information

Provenance

The material on reels ITRO 2-3 and ITRO 11-13 were lent to the Archives of American Art for microfilming by the American Academy in Rome in 1965. Records of predecessor institutions, the Board of Trustees, and the New York office, including photographs and personal papers, were donated in 1982 by the Academy president, Calvin G. Rand. In 1990, Rand also gifted the Rome office records and the personal documents of Gorham Phillips Stevens. An addition of New York office records was donated in 2014 by the Academy director, Adele Chatfield-Taylor.

Separated Material

The Archives of American Art also holds material lent for microfilming (reels ITRO 2-3, and ITRO 11-13) including annual reports, exhibition catalogues, a history of the American Academy in Rome, the American Academy in Rome at the World's Fair, and the Golden Gate Exposition and newsletter. Loaned materials were returned to the lender and can be found at the American Academy in Rome, Italy. This material is not described in the collection container inventory.

Related Material

Papers of a number of former fellows, trustees, and other individuals associated with the American Academy in Rome are among the holdings of the Archives of American Art.

Chaloner Prize Foundation records, 1915-1974 (microfilm reels 5664-5669) were received with the American Academy in Rome records. They have been arranged and described as a separate collection.

Valentine, Lucia and Alan Valentine. *The American Academy in Rome, 1894-1969*. Charlottesville: University Press of Virginia, 1973.

Alternative Forms Available

Portions of the collection and material lent for microfilming are available on 35mm microfilm reels 5749-5800, ITRO 2-3, and ITRO 11-13 at the Archives of American Art offices and through interlibrary loan. Researchers should note that the arrangement of material described in the container inventory does not reflect the arrangement of the collection on microfilm.

Processing Information

The collection was processed and the finding aid written by Catherine S. Gaines in 2001. The finding aid was revised by Stephanie Ashley in September 2001 prior to EAD conversion. The size of this collection was reduced dramatically after large numbers of carbon copies and other duplicates were weeded and containers packed more tightly to provide adequate physical support for the papers. In 2014, a 31.6 linear foot addition was received and remains unprocessed, although there is a box inventory available in the Washington, D.C. research center.

Preferred Citation

American Academy in Rome records, 1855-2012. Archives of American Art, Smithsonian Institution.

Restrictions on Access

Use of original papers requires an appointment and is limited to the Archives' Washington, D.C. research center. Contact Reference Services for more information.

Ownership and Literary Rights

The American Academy in Rome records are owned by the Archives of American Art, Smithsonian Institution. Literary rights as possessed by the donor have been dedicated to public use for research, study, and scholarship. The collection is subject to all copyright laws.

Historical Note

While in Chicago to advise and work on the fine arts section of the 1893 World's Columbian Exposition, architects Charles F. McKim, Daniel Burnham, and Richard Howland Hunt, painters John La Farge and Frank Millet, and sculptors Augustus Saint-Gaudens, and Daniel Chester French, among others, met regularly. From their collaborative experience and discussions came the idea for an American school for artists in Europe. Charles F. McKim was especially enthusiastic. He strongly believed that collaborative experience should be available to future American artists, and perceived a real need for an American school in Europe--preferably in Rome, the very best place to study art, in his opinion.

By March of the following year, McKim was busy devising plans for the school and persuading like-minded architects and artists to assist. He proposed to finance the school by convincing institutions with traveling

scholarships in the arts to send those students to Rome. Columbia University, University of Pennsylvania, and the Rotch Scholarship fund readily agreed to the scheme, and in ensuing years many others followed suit. In October, 1894, the American School of Architecture in Rome opened temporary quarters in the Palazzo Torlonia. The school consisted of its Director, Austin Lord, three fellows, and a visiting student; its "library" contained but one volume.

A move to the larger, more suitable Villa Aurora occurred in July 1895. Rent from two subtenants (the newly established American School of Classical Studies in Rome and the British and American Archaeological Society Library in Rome), along with a personal contribution from McKim, made this financially feasible.

The American School of Architecture in Rome was incorporated in the State of New York, 1895, and 10 shares of capital stock were issued. Despite substantial fundraising efforts in Chicago, New York, and Boston, severe financial problems continued. The American School of Classical Studies in Rome vacated the Villa Aurora in 1896--and with it went a sizeable portion of the School of Architecture's income. McKim frequently made up the deficit from his own pocket.

Eventually, it was decided that the American School of Architecture in Rome must be reorganized along the lines of the French Academy and that national sponsorship needed to be obtained through an act of Congress. In June of 1897, the American School of Architecture in Rome voted to dissolve itself and create the American Academy in Rome. The new institution would assume all assets and obligations, fellowships in painting and architecture were to be added to the program, and its Board of Trustees would include architects and artists. The Academy is not a school. Its fellows and visiting students, already professionally trained, go to Rome for further development and for collaboration and association with others. In the words of Director Gorham Phillips Stevens: "The object of the American Academy in Rome is not to afford opportunities for a few individuals to perfect themselves for the practice of their chosen professions. The ideal is to create an atmosphere in which a limited number of carefully selected artists and scholars may develop that synthesis of intellectual culture which will make them worthy to preserve and continue the great traditions of the past in order that the standard of art and literature may be handed on from year to year, constantly strengthened and improved."

Beginning in 1901, bills to make the American Academy in Rome a "national institution" were introduced in Congress on several occasions. A hearing was finally scheduled in 1905, and a revised bill that prohibited government funding and specified that U.S. officials may not be Trustees was signed into law. Serious efforts to create an Endowment Fund and secure better quarters were associated with the movement to obtain status as a national institution. The Academy was successful in meeting all of these objectives. In 1904, the Academy moved to the Villa Mirafiore (also known as Villa Mirafiori), which it soon purchased and renovated. The Endowment Fund raised well over a million dollars. Donors of \$100,000 to the Endowment Fund, designated "Founders" of the American Academy in Rome, were: The Carnegie Foundation, Henry C. Frick, Harvard College, Charles F. McKim, J. P. Morgan, Sr., J. P. Morgan, Jr., The Rockefeller Foundation, John D. Rockefeller, Jr., William K. Vanderbilt, and Henry Walters. Other categories of donors were "Incorporators" (a new Act of Incorporation was required at the time the American Academy in Rome was chartered as a national institution) and "Life Members."

The American School of Classical Studies in Rome, which had been established by the Archaeological Society in 1895 and during its first year shared the Villa Aurora with the American School of Architecture in Rome, entered into a consolidation agreement with the American Academy in Rome in 1911. Their merger went into effect on the last day of 1912, and ever since, the American Academy in Rome has consisted of the School of Fine Arts and the School of Classical Studies, administered by a common director. The School of Classical Studies is composed of fellows and visiting scholars who are graduate students, secondary teachers, or professors engaged in research in the areas of archaeology, ancient art, philology, and humanistic studies. Women were a part of the School of Classical Studies from its beginning, but were not permitted to participate in the School of Fine Arts until well after World War II. Beginning in 1923, the School of Classical Studies instituted Summer Sessions which appealed to secondary teachers, and attracted an enrollment that was largely female.

Originally, the School of Fine Arts offered fellowships in architecture, painting, and sculpture. Fellowships in landscape architecture were added in 1915; in 1920, a Department of Music was established, and along with it fellowships in musical composition. Fellowships in art history were established in 1947. Unmarried men under age 30 were eligible to compete for the fine arts fellowships awarded annually (except for landscape architecture, awarded every third year); the duration of fellowships ranged from one to three years at various points in the institution's history. In residence along with fellows of the American Academy in Rome, might be holders of various traveling scholarships: the McKim Fellowship, the Columbia Traveling Scholarship, the Perkins Scholarship, the Robinson Traveling Scholarship (Harvard), the Rotch Scholarship, the Julia Appleton Scholarship, the Traveling Scholarship and Stewardson Memorial Scholarship (University of Pennsylvania), the Cresson Scholarship (Pennsylvania Academy of the Fine Arts), the Drexel Institute Traveling Scholarship, the Lazarus Scholarship (Metropolitan Museum of Art), the Lowell Scholarship (Massachusetts Institute of Technology), and the Rinehart Scholarship (Peabody Institute, Baltimore). Visiting students, who remained for a much briefer period than fellows or recipients of various traveling scholarships, were admitted to all lectures and granted use the library, but resided elsewhere. The Academy opened an Atelier in downtown Rome for visiting students in 1927, which operated until financial considerations forced its discontinuation seven years later.

As the merger was being planned, J. P. Morgan, Sr., who was interested in both the American Academy in Rome and the American School of Classical Studies in Rome, began buying properties on the Janiculum, adjacent to Villa Aurelia. Villa Aurelia, built on the summit of the Janiculum in 1650, had been bequeathed to the American Academy in Rome in 1909 by Clara Jessup Heyland. Complications surrounding the gift of Villa Aurelia--including the will being contested by Mrs. Heyland's brother, and problems with unsettled tax assessments--were overcome in the interest of acquiring the outstanding building and its extensive grounds. Not long before his death in 1913, Morgan donated his neighboring land, and the American Academy in Rome continued to expand its Janiculum holdings through purchases and gifts from others. Morgan also agreed to provide a loan for construction of a new building. This building, designed by McKim, Mead, and White and known as the Main Building or Academy Building, opened in 1915; it served as the fellows' residence and work area, and included room for the library, offices, and space for exhibitions and other public events.

During World War I, the American Academy in Rome managed to remain open, although no new fellows arrived during the war years and the number of resident fellows and staff dwindled considerably. Most who remained were involved in some type of civilian war work, often with the Red Cross. In fact, Villa Aurelia was rented by the Red Cross in Italy for office space, and the Main Building was offered as a convalescent hospital, but the war ended before it could be put to that use.

After Italy declared war on the United States in 1941, the American Academy in Rome closed for the remainder of World War II. Those who had been awarded fellowships in classics just prior to the Academy's closing were given the option of using their stipends for study at home or waiting until conditions permitted travel to Rome. A very reduced staff stayed to care for the property and continue library cataloguing, coping with often severe wartime shortages of food and fuel. In addition, there were financial hardships. When bank accounts of enemy aliens were frozen and it was no longer possible to transfer funds from the United States, the Swiss Legation and Vatican arranged for loans to keep the Academy and its staff afloat. Funds that would have been awarded to new fellows during this period were put to use in other ways. In 1943, the American Academy in Rome made a grant to the Citizen's Committee for the Army and Navy, Inc. for competitions to award commissions to artists and art students throughout the country, funding more than 100 triptychs for chapels, as well as murals, medals, and sculpture. Seniors in American colleges and universities were eligible to compete for several scholarships for graduate work in classical studies awarded by the American Academy in Rome.

In 1945, the Academy was the site of Leave Courses on various aspects of Italian culture offered to servicemen. From the end of the war until the Academy reopened at the start of the 1946/47 academic year, G.I. Fellowships were offered to discharged soldiers wishing to study at the Academy, making the

institution eligible to receive surplus equipment and rations. During this time intensive planning was underway for administrative changes and new programs.

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- 1893 While in Chicago to collaborate on the fine arts section for the World's Columbian Exposition, architects Charles F. McKim, Daniel Burnham, Richard Howland Hunt, painters John La Farge, and Sculptors Augustus Saint-Gaudens, and Daniel Chester French, among others, met regularly and from their collaborative experience and discussions came the idea for an American school in Europe.
- 1894 American School of Architecture in Rome opened in temporary quarters at the Palazzo Torlonia with Austin Lord, Director, three fellows, and a visiting student.
- 1895 Villa Aurora leased with 2 subtenants, the American School of Classical Studies and the British and American Archaeological Society Library in Rome American School of Architecture incorporated and 10 shares of capital stock issued (2 each to McKim and Hunt, and 1 to Burnham, Kendall, Schermerhorn, Boring, Garland, and Dill) McKim visits Rome.
- 1896 Metropolitan Museum of Art, administrator of Jacob H. Lazarus Scholarship for the study of mural painting, agrees to send the winner to Rome American School of Classical Studies in Rome vacates Villa Aurora.
- 1897 American School of Architecture in Rome dissolved and reorganized as the American Academy in Rome; the assets (including the lease on Villa Aurora) of the American School of Architecture in Rome were transferred and its program expanded to include fellowships in painting and sculpture Samuel A. B. Abbott appointed first Director Rome Prize discontinued (for 9 years) due to lack of funds.
- 1898 Incorporated in New York State; trustees begin to focus on raising an endowment.
- 1904 Move to Villa Mirafiore (also known as Villa Mirafiori); occupied until 1914.
- 1905 Chartered by the Congress of the United States; a bill signed by President Roosevelt made the American Academy in Rome a national institution (receiving no government funding and barring U.S. officials from acting as Trustees).
- 1906 Purchase of Villa Mirafiore finalized; renovations begun.
- 1909 Villa Aurelia bequeathed to the Academy by Clara Jessup Heyland (used until 1932); there were protracted problems surrounding the acquisition of the property including a brother who contested the will and unsettled taxes.
- 1911 School of Classical Studies in Rome (established by the Archaeological Institute of America in 1895) and the American Academy in Rome announce their consolidation [the merger became effective on the final day of 1912].
- 1912 Lands on the Janiculum adjacent to Villa Aurelia, recently acquired by J. Pierpont Morgan, Sr., transferred to the American Academy in Rome.

- 1913 American Academy in Rome now consists of the School of Fine Arts and the School of Classical Studies. New York office moves to the Architect's Building, 101 Park Ave., remaining at this location until 1973. By this date, largely through the generosity of J. Pierpont Morgan, Sr., nearly all of the land bounded by Via Angelo Masina, Via Giacomo Medici, Via Pietro Riselli, and the Aurelian Wall on the Janiculum had been purchased and many improvements made to the properties near the Villa Aurelia. Construction begins on the new Academy building designed by McKim, Mead, and White and situated on the grounds of Villa Aurelia; financed through a loan from J. Pierpont Morgan, Sr. (after Morgan Sr.'s death, his son offered to cancel the loan at an amount equal to funds raised by the Academy for the purpose).
- 1915 First Fellowship in Landscape Architecture established; opening of new Academy building housing the fellows' residential quarters, work areas, library, offices, and spaces for public programs.
- 1917 Villa Aurelia rented to the Red Cross for office space, and the new Main building was slated to become a convalescent hospital, but the war ended before it could be put to use.
- 1919 New York office reorganized by Roscoe Guernsey, executive secretary; sale of Villa Mirafiore; Academic Council established in Rome.
- 1920 Department of Music and Fellowship in Musical Composition established.
- 1923 School of Classical Studies establishes summer sessions, largely attended by teachers.
- 1926 Second Fellowship in Landscape Architecture funded by Garden Club of America (later permanently endowed).
- 1927 Academy opens an Atelier in downtown Rome, providing studios for visiting students (operated until 1934).
- 1929 First Thomas Spencer Jerome lecturer appointed.
- 1941 Academy closes for duration of World War II; a skeletal staff remain behind to care for the property and continue library cataloguing; Italy declares war on the United States.
- 1942 After transfer of funds from the U.S. proved impossible and enemy aliens were prohibited from withdrawing their own funds from Italian banks, the Swiss Legation and Vatican offered assistance to the Academy by providing loans.
- 1943 Academy grant to Citizen's Committee for the Army and Navy, Inc., funded hundreds of triptychs; murals, medals, and sculptures also commissioned Academy awards scholarships in classical studies at American colleges and universities.
- 1945 "Leave courses," held at the Academy, consisting mainly of lectures by distinguished scholars still in Rome, instituted for U.S. servicemen.
- 1946 Regular program resumes at the start of the academic year.
- 1947 Fellowship in the History of Art established.

1965	Loan of printed matter for microfilming by the Archives of American Art (reels ITRO 2-3 and 11-13).
1973	New York office moves to American Federation of Arts building, 41 East 65th St. (until 1993).
1982	Gift of New York office records to the Archives of American Art.
1990	Gift of Rome office records to the Archives of American Art.
1993	New York office moves to Metropolitan Club, 7 East 60th St.

Scope and Content Note

The records of the American Academy in Rome measure 65.9 linear feet and date from 1855 to 2012. The collection documents the history of the institution from its inception in 1894 as the American School of Architecture in Rome, through the end of World War II, and chronicles the contributions the academy has made to America's cultural and intellectual development. Nearly one-half of the collection consists of an unprocessed addition received in 2014 containing records that mostly post-date World War II and include correspondence and subject files of officers and executives based in the New York office of American Academy in Rome.

Items predating the 1894 founding of the American School of Architecture in Rome are personal papers and memorabilia of individuals associated with the institution.

Series 1: Predecessor Institutions, is composed of the records of the American School of Architecture in Rome, 1894-1898, and the American School of Classical Studies in Rome, 1895-1913. Records of the American School of Architecture in Rome include records of its Managing Committee, correspondence, financial records, and printed matter. Among the Managing Committee's records are notes and correspondence relative to the founding of the institution, minute books and reports; also, legal documents including records concerning its dissolution prior to being reorganized as the American Academy in Rome. Correspondence is mostly that of Vice President Charles F. McKim who handled administrative matters. Financial records include capital stock certificates, invoices and receipts. Printed matter consists of scholarship competition announcements.

Records of the American School of Classical Studies in Rome include records of its Managing Committee, Committee on Fellowships, publications, printed matter, and treasurers' records. The Managing Committee's records consist of the proposed resolution concerning its merger with the American Academy in Rome. Committee on Fellowship records are comprised of correspondence, reports, and fellowship applications. Publications records include correspondence and invoices. Printed matter includes general information, annual reports of the Managing Committee and Director, annual reports of the Committee on Medieval and Renaissance Studies, fellowship applications and examination questions, and the proposed consolidation agreement. Treasurers' records include the files of Alex. Bell and Willard V. King. Bell's sparse records consist of a budget, receipts for salary payments, an invoice, canceled checks, and correspondence. King's files, while more substantial than those that survive from Bell's tenure, are quite incomplete. They include correspondence, banking records, budgets and financial statements, investment records, invoices, and receipts for salaries and expenses.

Series 2: Board of Trustees Records, is comprised of legal documents, minutes, and reports; records of Trustee committees; records of officers; and records of individual Trustees. Legal documents, 1897-1926 and undated, consist of by-laws and amendments, certificate of incorporation, and constitution and amendments. Minutes and reports of the Board of Trustees, 1897-1947 and 1957, including those of its annual meetings, are carbon copies rather than the official minute books, and are incomplete. Reports of

officers are incomplete, as well. Also included are reports of Officers'/Trustees' visits to Rome, and reports of the Director and Secretary in Rome submitted to the Board of Trustees.

Records of Trustee committees, 1905-1946 and undated, consist of reports and/or minutes arranged alphabetically by committee; these, too are incomplete, with many committees represented by a single report. Committees represented are: Building Committee, Carter Memorial Committee, Endowment Committee, Executive Committee, Finance Committee, Library Committee, McKim Memorial Committee, Nominating Committee, Committee on Publications. Committee on the School of Classical Studies records consist of its own minutes and reports, reports of its Advisory Council and the Jury on Classical Fellowships. Committee on the School of Classical Studies also include reports of officers and staff of the School of Classical Studies to the Committee on the School of Classical Studies as follows: Director, Professor in Charge, Annual Professor, Director of the Summer Session, Professor of Archaeology, Curator of the Museum, Editor, Librarian, and Committee on the Welfare of Women Students. Committee on the School of Fine Arts records consist of its own minutes and reports, reports of its Special Committee on the Plan and Expense of a Department of Music in the School of Fine Arts, and report of Fine Arts Program, Triptych Project with the Citizens Committee for the Army and Navy, Inc.; also, reports of officers and staff of the School of Fine Arts to the Committee on the School of Fine Arts as follows: Director, Professor in Charge, Associate in Charge, Annual Professor, Professor in Charge of the Department of Musical Composition. In addition, there are minutes and/or reports of the Committee of Twelve and Subcommittee of Five and the Special Committee on Villa Aurelia.

Records of Officers. 1898-1957 and undated, consist mainly of correspondence files and reports, with large numbers of transcriptions and carbon copies. Included are records of: Presidents Charles F. McKim, William R. Mead, Charles A. Platt, John Russell Pope, and James Kellum Smith; Vice Presidents Theodore N. Ely, George B. McClellan, and Henry James; Secretaries H. Siddons Mowbray (Secretary/Treasurer), Frank D. Millet, C. Grant La Farge, William B. Dinsmoor, and H. Richardson Pratt; and Treasurers William R. Mead, William A. Boring, Leon Fraser, and Lindsay Bradford Office files of President Mead, Secretaries Millet and La Farge, and Treasurer Boring are the most complete; files of other individuals, the Vice Presidents in particular, are often quite sparse.

Records of individual Trustees, 1902-1946 and undated, consist of material relating to official Academy business that was created or maintained by each in his capacity as trustee. (Note: many of these individuals also served as officers or staff of the Academy, and their records documenting those functions will be found in the appropriate series.) Included in this subseries are the records of: Chester H. Aldrich, Gilmore D. Clarke, James C. Egbert, Barry Faulkner, Allan C. Johnson, William M. Kendall, C. Grant La Farge, Edward P. Mellon, Charles Dyer Norton, Charles A. Platt, John Russell Pope, Edward K. Rand, John C. Rolfe, James Kellum Smith, S. Breck Trowbridge, Ferruccio Vitale, John Quincy Adams Ward, Andrew F. West, and William L. Westerman. These records tend to be sparse; files maintained by James C. Egbert, Barry Faulkner, Allan C. Johnson, and Ferruccio Vitale are notable exceptions.

Series 3: New York Office Records, consists of records of staff, rosters, printed matter, photographs, personal papers, Association of Alumni of the American Academy in Rome, and miscellaneous records.

Records of staff, 1919-1950 and undated, include the office files of Executive Secretaries Roscoe Guersney, Meriwether Stuart, and Mary T. Williams; Librarian George K. Boyce; and Endowment Fund Campaign Secretaries Phillipps B. Robinson and Edgar I. Williams.

The rosters, 1895-1939 and undated, are printed forms completed by fellows and students, with occasional attachments (usually correspondence or photographs). Included are the rosters of the School of Fine Arts, School of Classical Studies, and School of Classical Studies Summer Sessions.

Printed matter, 1905-[1981?] and undated, has been classified as Academy produced and produced by others. Items produced by the Academy, 1905-[1981?], include general information including act of incorporation and by-laws, fundraising brochure, constitution, Directory of Fellows and Residents, histories of the institution, newsletter of the Director, and printed items relating to special events. Printed matter

specifically relating to the School of Classical Studies includes annual announcements, the consolidation agreement, a directory, fellowship announcements and applications, lecture announcements, newsletters, and brochures about summer sessions. School of Fine Arts printed matter includes annual announcements, concert programs, exhibition checklists and catalogs, fellowship announcements and application forms, history, and newsletters.

Printed matter produced by others, 1905-1940 and undated, consists of three scrapbooks of news clippings and photographs compiled by the American Academy in Rome, extensive clipping files, and articles from miscellaneous publications. All of these items are about the American Academy in Rome, or by or about individuals associated with the institution. Also included is a poster for Leave Courses offered at the Academy for U. S. servicemen.

Photographs, 1891-1941 and undated, are organized into the categories of works of art, people, buildings, places, events, and miscellaneous. Works of art are by visiting students and fellows, Frank D. Millet, collaborative problems, Rome Prize Competitions in Architecture, Rome Prize Competitions in Landscape Architecture, and Prix de Rome Competition exhibitions. Photographs of people are both of individuals and groups; among the groups are summer school students and fellowship winners.

Buildings depicted are American Academy properties. Among them are the "New Building," including interior and exterior construction views; studios; and Villas Aurelia, Mirafiore, and Richardson. Also included is a group of photographs of Academy architecture students measuring buildings in Rome and Florence. Places pictured are views of the Academy property and surrounding areas.

Photographs of events include cricket games, Thanksgiving and Fourth of July dinners, Architectural League exhibition, and inauguration of the Manship Fountain. Miscellaneous photographs are of an architectural drawing for a proposed building.

Personal Papers, Memorabilia, and Ephemera, 1855-1923 and undated, were donated to the American Academy in Rome or otherwise left on its premises. None are official records generated by the institution. Included are: Ernest Lewis' photograph album/scrapbook; Allan Marquand's papers; Charles F. McKim's memorabilia, photographs, printed matter, and artifacts; Charles R. Morey's correspondence; and Elihu Vedder's Bible.

Records of the Association of the Alumni of the American Academy in Rome, 1913-1945 and undated), consist of a small number of scattered records including correspondence, fellows' war/government service information (compiled by Sidney Waugh), membership lists, and a newsletter.

Miscellaneous records, 1899-1926 and undated, are writings and architectural records. Writings consist of published and unpublished manuscript material about the American Academy in Rome and its history, and article by H. Siddons Mowbray advising on ornamentation, and text and illustrations for the *Art and Archaeology* issue on the Academy. Also included are fragments of unidentified letters. Architectural records [oversize] include property and floor plans of Villas Aurora, Chiaraviglio, Ferrari, and Ludovisi.

Series 4: Rome Office Records, consist of records of staff and personal papers. Records of staff, 1903-1947 and undated, include the office files of Directors H. Siddons Mowbray, George Breck, Jesse Benedict Carter, Gorham Phillips Stevens, James Monroe Hewlett, Chester H. Aldrich, Amey Aldrich [Acting Director, very briefly, perhaps unofficially], Charles R. Morey, and Laurance P. Roberts; and records of two members of the School of Fine Arts faculty, Frank P. Fairbanks, Professor of Fine Arts, and Felix Lamond, Professor of Music. Records of Carter, Stevens, Hewlett, and Aldrich appear to be fairly complete; records of early directors are sparse; those of Morey and Roberts appear to be missing significant portions; and those of Professors Fairbanks and Lamond consist of a few scattered items.

Also surviving are the personal papers of Director Gorham Phillips Stevens, 1912-1931 and undated), consisting of correspondence, financial records, and documentation of professional and charitable activities.

Series 5: Unprocessed Addition to the American Academy in Rome Records was received in 2014 and consists of 31.6 linear feet of the New York office's records for officers, directors, and executives.

Arrangement

It was obvious that before they came to the Archives of American Art the records had been rearranged more than once, and in such a way that materials from many different departments had been intermingled. In keeping with archival theory and practice, the records were organized to reflect the structure and operation of the institution that created the records, making them more understandable and accessible to a wide variety of researchers.

In general, the records of each officer and staff member are arranged alphabetically, with general correspondence preceding the alphabetical sequence; arrangement within each file is chronological, unless noted otherwise.

Records of the American Academy in Rome are organized into five major series. Each series, except series 5, is divided into several subseries, with the arrangement described in detail in the series descriptions.

- Series 1: Predecessor Institutions, 1894-1913 (box 1; 0.88 linear ft.; Reels 5749-5750)
- Series 2: Board of Trustees Records, 1897-1957, undated (boxes 1-17, 35, 37; 15.25 linear ft.; Reels 5750-5777)
- Series 3: New York Office, 1855-circa 1981, undated (boxes 17-32, 36; 15 linear ft.; 5777-5795)
- Series 4: Rome Office, 1903-1943, undated (boxes 32-34; 3 linear ft.; 5795-5800)
- Series 5: Unprocessed Addition to the American Academy in Rome Records, 1933-2002 (boxes 35-103; 31.6 linear ft.)

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

Architecture -- Study and teaching
Architecture, Classical -- Study and teaching
Art -- Study and teaching
Art schools -- Italy -- Rome

Types of Materials:

Photographs

Names:

Aldrich, Chester Holmes, 1871-1940
American Academy in Rome
American School of Architecture in Rome
American School of Classical Studies in Rome
Boring, William, 1859-1937
Breck, George, 1863-1920
Dinsmoor, William B.

Egbert, J. C. (James Chidester), 1859-1948
Ely, Theo. N.
Faulkner, Barry, 1881-1966
Guernsey, Roscoe
Hewlett, James Monroe
Kendall, William M.
La Farge, C. Grant (Christopher Grant), 1862-1938
Marquand, Allan, 1853-1924
McKim, Charles Follen, 1847-1909
Mead, William Rutherford, 1846-1928
Millet, Francis Davis, 1846-1912
Morey, Charles Rufus, 1877-1955
Mowbray, H. Siddons (Harry Siddons), 1858-1928
Platt, Charles A. (Charles Adams), 1861-1933
Pope, John Russell, 1874-1937
Roberts, Laurance P.
Smith, James Kellum, 1893-1963
Stevens, Gorham Phillips, 1876-
Vedder, Elihu, 1836-1923
Vitale, Ferruccio, 1875-1933
Ward, John Quincy Adams, 1830-1910

Container Listing

Series 1: Predecessor Institutions, 1894-1913

0.88 Linear feet (Box 1; reels 5749-5750)

This series is organized into two subseries.

- 1.1: American School of Architecture in Rome, 1894-1898
- 1.2: American School of Classical Studies in Rome, 1895-1913

1.1: American School of Architecture in Rome, 1855-circa 1981 (bulk 1894-1946)

The idea for a school for American artists in Europe was discussed by a group of architects, painters, and sculptors who met in Chicago while collaborating on the fine arts section of the 1893 World's Columbian Exposition. Its most enthusiastic proponent was architect Charles F. McKim who worked tirelessly to make the concept a reality. He was its main administrator, and often kept the school afloat financially with infusions of cash from his personal account. In 1897 it was decided to reorganize as an academy, and the American School of Architecture in Rome was legally dissolved and replaced by the American Academy in Rome.

This subseries include records of the school's managing committee, correspondence, financial records, and printed matter. Among the managing committee's records are notes and correspondence relative to the founding of the institution; minute books which include a semi-annual report of the executive committee managing committee, copies of printed competition announcements, and an engrossed copy with a transcription of dissolution documents; and legal documents including records concerning the school's dissolution in 1898 prior to being reorganized as the American Academy in Rome, an 1895 certificate of the secretary to the bank, and the 1895 lease for the Villa Aurora. Correspondence is mostly that of Charles F. McKim (Vice President 1894-1895 and President 1895-1896) who handled administrative matters. Capital Stock Certificates, 1895, include an "Original Issues of Shares" list.

Box 1	Managing Committee
Box 1, Folder 1	Organizational Meeting and Related Correspondence, undated, [1894]-1895
Box 1, Folder 2	Minute Books Vol. 1 (disbound), 1894-1897
Box 1, Folder 3	Minute Books Vol. 2, 1895-1898
Box 1, Folder 4	Reports, 1895
Box 1, Folder 5	Legal Documents, 1895-1898
Box 1, Folder 6-12	Correspondence, undated, 1894-1896
Box 1	Financial Records
Box 1, Folder 13	Capital Stock Certificates, 1895
Box 1, Folder 14	Invoices and Receipts, 1895-1898

Box 1, Folder 15 Printed Matter, Scholarship Competition Announcements, 1895-1896

1.2: American School of Classical Studies in Rome, 1895-1913

The extant records of the American School of Classical Studies in Rome consist mainly of printed matter and financial records that were transferred to the Secretary of the American Academy in Rome by the Columbia-Knickerbocker Trust Co., New York. Other records related to the early history of the American School of Classical Studies in Rome are located in the archives of the Archaeological Institute of America, Boston.

This subseries includes records of the school's managing committee and of the committee on fellowships; publications; printed matter; and treasurers' records. The managing committee file consists of the preamble and proposed resolution concerning the school's merger with the American Academy in Rome. Annual reports of the medieval and renaissance studies committee includes extracts from the *Bulletin of the Archaeological Institute of America* and the *Journal of the Archaeological Institute of America*, fellowship applications, examination questions, and the proposed consolidation agreement. Treasurers' records include the files of Alex. Bell and Willard V. King. Bell's records are sparse and King's files, while more substantial than those that survive from Bell's tenure, are also incomplete.

Box 1, Folder 16 Managing Committee, 1911

Box 1 Committee on Fellowships

Box 1, Folder 17 Correspondence and Reports, 1900-1905

Box 1, Folder 18 Fellowship Applications (A-Z), 1903-1907

Box 1, Folder 19 Publications, Correspondence and Invoices re: *Supplementary Papers of the Roman School, Volume I*, 1904-1905

Box 1 Printed Matter

Box 1, Folder 20 General Information, undated, 1895-1898

Box 1, Folder 21 Notice of the Annual Meeting, Managing Committee, 1911

Box 1, Folder 22 Annual Reports of the Managing Committee and Director, 1901/02-1911/12

Box 1, Folder 23 Annual Reports of the Committee on Medieval and Renaissance Studies, 1909/10-1911/12

Box 1, Folder 24 Fellowship Applications and Examination Questions, undated, 1895-1909

Box 1, Folder 25 Prospectuses, 1909/10-1912/13

Box 1, Folder 26 Proposed Consolidation Agreement, 1911

Box 1, Folder 27 Treasurer's Records, Alex. Bell, Acting Treasurer, 1909-1910

Box 1 Treasurer's Records, Willard V. King

Box 1, Folder 28-30 Correspondence, 1910-1913

Box 1, Folder 31	Banking Records, 1910-1913
Box 1, Folder 32	Budgets, Financial Statements, 1909-1913, undated
Box 1, Folder 33	Investments, 1910-1913
Box 1, Folder 34	Invoices, 1910-1911
Box 1, Folder 35	Receipts for Salaries and Expenses, 1909-1913

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Series 2: Board of Trustees Records, 1897-1957, undated

15.25 Linear feet (Boxes 1-17, 35, 37; reels 5750-5777)

From its earliest days, the American Academy in Rome has included architects, painters, and sculptors among its Trustees. After its merger with the American School of Classical Studies in Rome, classical scholars and archaeologists were added.

See Appendix for a list of trustee biographies.

Records maintained by the Board of Trustees are arranged into three subseries.

- 2.1: Legal Documents, Minutes and Reports of Trustees, 1897-1946
- 2.2: Board of Trustees Committee Minutes, 1905-1946, undated
- 2.3: Records of Officers, 1897-1957, undated

Appendix: Trustee Biographies

- Chester H. Aldrich: architect; became a trustee of the American Academy in Rome in 1925; member of the Committee on the School of Fine Arts from 1927 until 1935, serving as its chairman from 1933 until 1935; in 1935 he was appointed director in Rome, where he remained until his death in 1940.
- John Lambert Clarke Cadwalader: a New York attorney and former assistant secretary of state; an incorporator of the American Academy in Rome in 1905 and a life member; acted as an advisor for the incorporation process, was influential in endowment fundraising activities, and played an important role in the transfer of Villa Mirafiore; although trustee minutes indicate he attended some meetings, it is unclear whether Cadwalader was actually a trustee.
- Gilmore D. Clarke: member of the Fine Arts Committee and chairman of the Special Committee on Villa Aurelia from 1944 to 1945.
- James C. Egbert: professor of classics at Columbia University; served as the annual professor at the Rome School of Classical Studies in 1903/04; trustee of the American Academy in Rome from 1911 to 1945; became a member of the Committee on the School of Classical Studies in 1914 and served as its chairman between 1927 and 1940; during the 1930s he served on the Committee on Nominations, and from 1940 until 1944 was vice president of the academy.
- Barry Faulkner: a fellow in painting at the American Academy in Rome from 1907 to 1910, and annual professor of fine arts from 1922 to 1923; for many years he was president of the Association of Alumni of the Academy; elected a trustee in 1930, he was appointed a member of the Committee on the School of Fine Arts that same year, and eventually became committee chairman; during World War II, he represented the American Academy in Rome on the Citizens Committee for the Army-Navy Triptych Project; awarded the American Academy in Rome medal for outstanding service in 1960.
- Allan C. Johnson: professor of classics at Princeton University; trustee of the American Academy in Rome between 1929 and 1946; professor of classical studies during the academic year 1933/34, and for many years served as a member of the Committee on the School of Classical Studies, of which he was chairman from 1940 through 1945.
- William M. Kendall: an architect and partner in the firm of McKim, Mead, and White, Kendall; was an incorporator, in 1905, and trustee of the American Academy in Rome from 1905 to 1941; served as a member of the Committee on the School of Fine Arts for many years.
- C. Grant La Farge: a practicing architect who was active in the affairs of the American Institute of Architects; was elected a trustee of the American Academy in Rome in 1909, served on its executive committee, and was secretary to the board of trustees from 1912 to 1938.

- Edward P. Mellon: architect and nephew of Andrew Mellon; became a trustee of the American Academy in Rome and served as acting secretary of the board from 1917 to 1918; served on the Endowment Committee, circa 1919-1923, first as its treasurer and later becoming its chairman.
- Norton, Charles Dyer: a banker who was Assistant Secretary of the Treasury and private secretary to President Taft, from 1908 to 1911; elected a trustee of the American Academy in Rome in 1913; a member of the executive and finance committees, and served on the endowment committee from 1913 to 1917.
- Charles A. Platt: became a trustee of the American Academy in Rome in 1919; an architect who joined the Committee on the School of Fine Arts in 1921 and was its chairman from 1927 until 1928; elected president in 1928, serving until his death in 1933.
- John Russell Pope: first recipient of the Rome Prize in Architecture at the American School of Architecture in Rome from 1895 to 1897; a trustee of the American Academy in Rome from 1926 to 1933; served on the Committee on the School of Fine Arts, 1927-1938, and was president of the board from 1933 until his death in 1937.
- Edward K. Rand: professor of Latin at Harvard University, Rand; elected a trustee of the American Academy in Rome in 1911; served for many years on the Committee on the School of Classical Studies, and during 1912/13 was a professor at the School of Classical Studies; resigned from the board in 1929 due to pressures of his Harvard workload, but many years later resumed his position as a trustee.
- John C. Rolfe: professor of Latin at the University of Pennsylvania; taught at the American School of Classical Studies in Rome from 1907 to 1908, and at the American Academy in Rome from 1923 to 1924; served as a member of the Committee on the School of Classical Studies from 1921 to 1940; also served on the Committee on Publications for an undetermined period, and was its chairman during 1927.
- James Kellum Smith: after holding the Stewardson Fellowship in Architecture of the University of Pennsylvania and the American Academy in Rome from 1920 to 1923, Smith joined the firm of McKim, Mead, and White; first elected a trustee in 1933, he was a member of the Committee on the School of Fine Arts and served as its chairman; president of the American Academy in Rome from 1937 until 1958 and in 1961 was awarded its medal for outstanding service.
- S. Breck Trowbridge: an incorporator of the American Academy in Rome in 1905; became a trustee in 1906; chairman of the Committee on the School of Fine Arts from 1915 (and possibly earlier), served as vice president from 1917 to 1925, and was chairman of the endowment fund committee from 1919 to 1921.
- Ferruccio Vitale: a landscape architect and trustee of the American Academy in Rome; instrumental in the founding of its landscape architecture department and establishing scholarships in landscape architecture; served on the Committee on the School of Fine Arts, 1921-1931 and was active in the Committee on Endowment's fundraising campaigns, 1914-1920.
- John Quincy Adams Ward: Sculptor John Quincy Adams Ward was among the artist members of the first board of trustees of the American Academy in Rome in 1897.
- Andrew F. West: professor of Latin at Princeton University, and later Dean of the Princeton Graduate School; chairman of the managing committee of the American School of Classical Studies in Athens; served as a trustee of the academy from 1911 to 1928, and from 1917 as chairman of the Advisory Committee on the School of Classical Studies.
- William L. Westerman: professor of history at the universities of Wisconsin, Cornell, and Columbia; served as a trustee from 1921 until 1932; Professor in Charge of Classical Studies at the American Academy in Rome from 1926 to 1927, and a member of the Committee on the School of Classical Studies from 1922-1935.

2.1: Legal Documents, Minutes and Reports of Trustees, 1897-1946

Minutes and reports of the Board of Trustees, including those of its annual meetings, are carbon copies rather than the official minute books, and are incomplete. Reports of officers are also incomplete. Included here are reports of officers' and trustees' visits to Rome, as well as reports of the Director and Secretary in Rome submitted to the Board of Trustees. The 1913 Director's report includes reports of the Director of the School of Fine Arts, the Director of the School of Classical Studies, and the Librarian.

Legal documents, minutes and reports of trustees are on reels 5750-5751.

Box 1, Folder 36	Legal Documents, 1897-1926 <ul style="list-style-type: none"> • By-Laws and Amendments • Certificate of Incorporation • Constitution and Amendments
Box 1, Folder 37-38	Minutes, 1897-1947, 1957
Box 1	Reports
Box 1, Folder 39	President, 1898, 1909
Box 1, Folder 40	Secretary, 1907
Box 1, Folder 41-43	Treasurer, 1911-1934/35
Box 1, Folder 44	Officers'/Trustees' Visits to Rome, 1908-1939
Box 2, Folder 1	Director (Rome), 1908-1938; 1946
Box 2, Folder 2	Secretary (Rome), 1940-1946

2.2: Board of Trustees Committees, 1905-1946, undated

Records of trustee committees consist of reports and/or minutes which are incomplete, with many committees represented by a single report.

The minutes are arranged alphabetically by committee.

Board of trustees committees files are on reels 5751-5752.

Box 2, Folder 3	Building Committee Reports, 1912-1914
Box 2, Folder 4	Carter Memorial Committee Report, 1917
Box 2, Folder 5	Endowment Committee, Minutes, 1919-1922
Box 2, Folder 6	Endowment Committee, Reports, undated, 1910-1921
Box 2, Folder 7-9	Executive Committee, Minutes, 1905-1947
Box 2, Folder 10	Executive Committee, Reports, 1909-1910

Box 2, Folder 11	Executive Committee, Membership Lists, undated, 1920
Box 2, Folder 12	Finance Committee, Minutes, undated, 1920-1947
Box 2, Folder 13	Finance Committee, Reports, 1923-1946
Box 2, Folder 14	Library Committee Reports, 1925-1946
Box 2, Folder 15	McKim Memorial Committee Report, 1923
Box 2, Folder 16	Nominating Committee, Reports and Membership Lists, 1915-1947
Box 2, Folder 17	Committee on Publications, Report, 1915
Box 2, Folder 18-19	Committee on the School of Classical Studies, Minutes, 1919-1946
Box 2, Folder 20-21	Committee on the School of Classical Studies, Reports, undated, 1919-1945
Box 2, Folder 22	Committee on the School of Classical Studies, Advisory Council, Minutes, 1920-1941
Box 2, Folder 23	Committee on the School of Classical Studies, Advisory Council, Reports, 1938-1943
Box 2, Folder 24	Committee on the School of Classical Studies, Jury on Classical Fellowships Report, 1941
Box 2	Committee on the School of Classical Studies, School of Classical Studies Reports
Box 2, Folder 25	Director, (see also 2.1: Reports, Director, 1913), 1917
Box 2, Folder 26	Professor in Charge, 1920-1949
Box 2, Folder 27	Annual Professor, 1913
Box 2, Folder 28	Director of Summer Sessions, 1930-1937
Box 2, Folder 29	Professor of Archaeology, 1915-1944
Box 2, Folder 30	Curator of the Museum, 1920-1941
Box 2, Folder 31	Editor, 1929-1944
Box 2, Folder 32-33	Librarian, (see also 2.1: Reports, Director, 1913), 1914-1946
Box 2, Folder 34	Committee on the Welfare of Women Students, 1939
Box 2	Committee on the School of Fine Arts
Box 2, Folder 35	Minutes, undated, 1917

Box 2, Folder 36	Reports, undated, 1909-1945
Box 2, Folder 37	Special Committee on the Plan and Expense of a Department of Music in the School of Fine Arts Reports, 1921
Box 2, Folder 38	Fine Arts Program, Triptych Project with the Citizens Committee for the Army and Navy, Inc., Reports, 1942-1944
Box 2, Folder 39	School of Fine Arts Reports, Director (see also 2.1: Reports, Director, 1913), 1912-1918
Box 2, Folder 40	School of Fine Arts Reports, Professor in Charge, 1926-1935
Box 2, Folder 41	School of Fine Arts Reports, Associate in Charge, 1939
Box 2, Folder 42	School of Fine Arts Reports, Annual Professor, 1926
Box 2, Folder 43	School of Fine Arts Reports, Professor in Charge of the Department of Musical Composition, 1922-1938
Box 2, Folder 44	Committee of Twelve and Subcommittee of Five, Minutes, 1927
Box 2, Folder 45	Special Committee on Villa Aurelia, Report, 1945

2.3: Records of Officers, 1897-1957, undated

This subseries documents the records of the academy's officers and consists mainly of correspondence files and reports, with large numbers of transcriptions and carbon copies. Overall, the files of president Mead, secretaries Millet and La Farge, and treasurer Boring are the most complete; files of other individuals, the vice presidents in particular, are often quite sparse.

2.3.1: Presidents, 1898-1957, undated

Presidents' records measure 4 linear feet and contain the files of presidents Charles F. McKim (reels 5752-5753), William R. Mead (reels 5753-5757), Charles A. Platt (reel 5757), John Russell Pope (reel 5757-5758), and James Kellum Smith (reels 5758-5760). Files of McKim and Mead are the most complete, though their volume (0.5 linear feet and 2.0 linear feet, respectively) are less than might be expected for the ten years represented.

Records are arranged chronologically by president. Within the file group for each president, general correspondence files are followed by other files arranged alphabetically by subject or by name of the person to whom the file relates.

Box 3	Charles F. McKim
Box 3, Folder 1	General Correspondence, undated, 1898-1909
Box 3, Folder 2	Abbott, Samuel A.B. (Director, Rome), 1898-1903
Box 3, Folder 3	Barney, Charles T. (Treasurer), 1905-1906
Box 3, Folder 4	Blashfield, Edwin H. (Trustee), 1899-1907

	(includes letters concerning mural painting, incorporation, and the importance of establishing a library)
Box 3, Folder 5	Breck, George W. (Director, Rome), 1904-1905
Box 3, Folder 6	Clay, George S. (Legal Counsel), 1897-1901 (regarding legal matters, incorporation, and Endowment Fund subscriptions)
Box 3, Folder 7	Ely, Theodore N. (Vice President), 1900-1905 (administrative matters, mainly incorporation and Endowment Fund subscriptions)
Box 3, Folder 8	French, Daniel C. (Trustee), 1899-1905 (includes letter of endorsement intended for use in Academy pamphlet)
Box 3, Folder 9-11	Incorporation of AAR and Endowment Fundraising, undated, 1900-1907 (includes 6 bar graphs stored in OV folder 35 charting the progress of the Endowment Fund, 1905)
Box 3, Folder 12	Mead, William R. (Trustee), 1905
Box 3, Folder 13	Millet, Frank D. (Secretary), undated, 1904-1906
Box 3, Folder 14	Mowbray, H. Siddons (Secretary; Director, Rome), 1900-1905 (mainly concerning expenses)
Box 3, Folder 15	Rockefeller, John D., Sr. (Trustee), 1905-1907
Box 3, Folder 16	St. Gaudens, Augustus (Trustee), undated, 1899-1905 (includes letter of endorsement intended for use in Academy pamphlet)
Box 3, Folder 17	Villa Aurora Lease, 1898-1902
Box 3, Folder 18	Villa Mirafiore Purchase, 1903-1906 (includes letters outlining plans for renovations and staffing suggestions)
Box 3, Folder 19	Walters, Henry (Trustee), undated, 1899-1906 (about purchase of Villa Mirafiore and Walters' subscription)
Box 3	William R. Mead
Box 3, Folder 20-23	General Correspondence, 1910-1928
Box 3, Folder 24	Association of the Alumni of the American Academy in Rome, 1916-1922
Box 3, Folder 25	Blashfield, Edwin H. (Trustee), 1911-1926

- (includes letters concerning Academy directorship, Rinehart Scholarship, the modern trend in art)
- Box 3, Folder 26-28 Boring, William A. (Treasurer), undated, 1911-1928
- Box 3, Folder 29 Burnham Memorial Scholarship, 1914-1918
- Box 3, Folder 30 Carnegie Corporation/Foundation, 1909, 1917-1924
(regarding funding for the Department of Music)
- Box 3, Folder 31-34 Carter, Jesse Benedict (American School of Classical Studies in Rome; Director, Rome), 1911-1917
(includes letters mentioning ideas for administration after merging with the American School of Classical Studies in Rome, reports on the new building and Janiculum improvements, fundraising activities, government use of Villa Mirafiore for war purposes, expenses, letters from Mrs. Carter following her husband's death)
- Box 3, Folder 35 Clark, Charles Upson (Director, School of Classical Studies), undated, 1914-1918
(correspondence about Clark's lecture tours and the unlikelihood of reappointment as Director of the School of Classical Studies; also, lecture announcements, reprints of book review, article by Clark, biographical sketch)
- Box 3, Folder 36 Consolidation Plan, 1911
(includes "A Suggestion concerning the organization of the American Academy in Rome" with an estimated budget; consolidation plan, July 17, 1911; and "Plan of the American Academy in Rome: Rules and Regulations submitted by the Plan and Scope Committee and passed by the Executive committee at its meeting, Sept. 25, 1911")
- Box 3, Folder 37 Crowninshield, Frederic (Director, Rome) and Mrs. Crowninshield, 1910-1911; 1918-1919
(administrative matters and resignation; engrossed copy of memorial resolution on the death of Crowninshield, 1918; letter to Mrs. Crowninshield)
- Box 3, Folder 38 Curtis, C. Densmore (Professor of Archaeology), 1923-1924
- Box 4, Folder 1 Ely, Theodore N. (Vice President), undated, 1911-1916
(includes Janiculum improvements, Ely Loan Fund, and fundraising)
- Box 4, Folder 2-4 Endowment, undated, 1909-1927
(includes lists of subscribers, Rockefeller Foundation correspondence, letters concerning the McKim memorial; correspondence with Charles D. Norton, and Endowment Committee chairman. For bar graph charting progress of endowment for fellowships, 1919 see OV folder 35)
- Box 4, Folder 5 Fairbanks, Frank P. (Professor in Charge, School of Fine Arts), undated, 1921-1926

- Box 4, Folder 6 Fellows, 1922-1926
(correspondence with fellows including request for permission to marry, letter of recommendation, and suggestions from a former fellow for improving the Academy)
- Box 4, Folder 7 French, Daniel C. (Trustee), 1911-1924
(regarding the appointment of Carter as director, finances, Morgan's contribution; letters about fellowship appointments)
- Box 4, Folder 8 Guernsey, Roscoe (Executive Secretary), 1920-1926
(mainly routine administrative matters; includes discussion of fellowship in Landscape Architecture, Department of Music)
- Box 4, Folder 9 Hendrickson, G.L. (Professor in Charge, School of Classical Studies), 1919
- Box 4, Folder 10 La Farge, C. Grant (Secretary), Wolfe, W.R. (Assistant Secretary) and Moses, Lionel (Assistant Secretary), undated, 1912-1926
(mainly routine administrative affairs; also, letters regarding appointment of Carter as director and his subsequent performance; discussions of vacation or home leave for fine arts fellows, the possibility of women fellows)
- Box 4, Folder 11 Lamond Fund, 1924-1928
(established by Mrs. Henry Fairfield Osborne for the benefit of Major Lamond, with the principal to be applied to the landscape architecture fellowship)
- Box 4, Folder 12 Landscape Architecture, 1920-1923
(concerns establishing permanently funded fellowships)
- Box 4, Folder 13 Leavitt, Charles W., 1906-1909
(received by Meade in 1921; correspondence with Major and Mrs. Heyland about Villa Aurelia)
- Box 4, Folder 14 McClellan, George B. (Trustee), 1920-1926
(letters from Rome reporting observations on the administration of the Academy and the state of its physical plant, discussion of administrative and board matters)
- Box 4, Folder 15 McKim Memorial Fund/Column, undated, 1909-1924
(includes circular, lists of subscribers, correspondence with Albin Polasek about his bust of McKim)
- Box 4, Folder 16 Mellon, Edward P. (Acting Secretary), 1918-1922
- Box 4, Folder 17-18 Millet, Frank D. (Secretary) and Wolfe, W.R. (Assistant Secretary), undated, 1909-1912
(includes suggestions for fellowship competition, and reports on competition results, Endowment Fund review, Villa Aurelia, fundraising, report on visit of J. P. Morgan, Sr., discussion of new building and

- purchase of additional Janiculum properties, Carter's appointment as Director)
- Box 4, Folder 19 Morgan, J. Pierpont, Jr. (Trustee), undated, 1914-1920
(proposal to cancel debt if matched by contributions to endowment fund, with responses from various trustees)
- Box 4, Folder 20 Morgan, J. Pierpont, Sr. (Trustee), 1911-1913
(summary of Mead's and Trowbrige's interview with Morgan, agreement to advance funds to academy for construction)
- Box 4, Folder 21 Music Department, 1921
(concerning Carnegie Corporation funding)
- Box 4, Folder 22 New Building, 1914
(includes bird's eye view of Villa Aurelia and Janiculum property, estimate for cost of library decoration, list of fixtures to be installed, cost of furniture, plans of salon dining room with drawings of furniture)
- Box 4, Folder 23 Nominating Committee, 1914-1920
- Box 4, Folder 24-25 Norton, Charles D. (Trustee; Nominating, Executive and Endowment Committees), undated, 1914-1922
(includes engrossed copy of minute and resolution passed by the trustees upon Norton's death)
- Box 4, Folder 26 Parrish, Samuel L. (Donor), 1924
(correspondence concerning the desire of the Parrish Art Museum to fund a three year fellowship at the Academy for sculptors)
- Box 4, Folder 27 Pine, J. B. (Legal Counsel), 1910-1921
(discussion of title for the chief executive officer of the Academy, also resignation of Wilkins as executive secretary in Rome)
- Box 4, Folder 28 Richardson, William Symmes (Professor of Fine Arts), undated, 1923-1926
(regarding purchase of adjacent land and a planned bequest to the academy)
- Box 4, Folder 29 Rockefeller, John D., Jr./Rockefeller Foundation (Benefactor), 1922-1923, 1927
(about contribution to endowment fund and election as a founder)
- Box 4, Folder 30 Rotch Traveling Scholarship, 1913
(includes printed circular describing the program, general correspondence)
- Box 4, Folder 31 Schiff, Mortimer (Donor), 1923
- Box 4, Folder 32-37 Stevens, Gorham Phillips (Director, Rome), 1911-1928
(news release announcing Stevens's appointment, frequent detailed correspondence about the affairs of the academy and activities of staff, fellows, finances, fundraising, progress of new building construction)

- and plans for interior finishing and furnishings, exhibition plans, Carter's death, proposal for Academy sponsored Atelier in Rome)
- Box 5, Folder 1 Trowbridge, S. Breck (Chairman, Committee on the School of Fine Arts; Vice President), 1910-1926
- Box 5, Folder 2-4 Trustees, 1910-1927
(correspondence with individual trustees, usually of a routine nature; also includes subjects of great interest to particular trustees; a small number of letters are form letters addressed to the trustees in general)
- Box 5, Folder 5 Van Buren, A. W. (Librarian), 1915-1924
- Box 5, Folder 6-7 Villa Aurelia *see also*: Leavitt, Charles W., 1909-1915
(includes copy of will of Clara J. Heyland; correspondence regarding bequest, probable contesting of will by her brother and the resulting settlement; correspondence about furnishings with lists of fixtures, etc. For drawing of billiard table see OV folder 37)
- Box 5, Folder 8 Villa Aurelia--Additional Taxes, 1910-1913
(includes copy of settlement agreement with Jessup)
- Box 5, Folder 9 Villa Mirafiore, 1913
(regarding proposed rental for embassy use)
- Box 5, Folder 10 Walters, Henry (Trustee; Finance Committee), 1910-1924
(includes letters concerning his donation, academy finances, Villa Aurelia)
- Box 5, Folder 11-12 West, Andrew (Managing Committee, American School of Classical Studies in Rome; Trustee; Chairman, Committee on the School of Classical Studies), 1911-1926
(includes letters concerning the consolidation agreement with the American School of Classical Studies in Rome, appointment of Carter as Director, School of Classical Studies business, Endowment Fund campaign, Carter Memorial Fellowship)
- Box 5, Folder 13 Wilkins, H. Blakiston (Executive Secretary, Rome), 1919-1921
(routine business; dissatisfaction with title)
- Box 5 Charles Platt
- Box 5, Folder 14-15 General Correspondence, 1928-1933
- Box 5, Folder 16 Association of the Alumni of the American Academy in Rome, 1929-1931
(appointment to jury, request for representation in exhibition)
- Box 5, Folder 17 Boring, William A. (Treasurer), 1928-1933
(includes "Outline of the Situation as to Housing the Professor in Charge of the School of Classical Studies"; letter written by Boring)

- while visiting Rome describes immediate problems (mainly domestic) at the academy; suggestion for board appointments)
- Box 5, Folder 18 Davico, Riccardo (Secretary, Rome), 1929
- Box 5, Folder 19 Egbert, James C. (Committee on Nominations; Chairman, Committee on the School of Classical Studies), 1929-1933
(includes detailed discussion about substituting the term "students" for "visiting students")
- Box 5, Folder 20 Fairbanks, Frank P. (Professor in Charge, School of Fine Arts), 1930-1932
(includes detailed discussions of fellows and their work)
- Box 5, Folder 21 Guernsey, Roscoe (Executive Secretary), 1928-1933
(general administrative correspondence; copies of letters from Rome; also, letters about 1928 and 1929 Collaborative Problems, recommendations for studio equipment, fellows)
- Box 5, Folder 22 Hewlett, James Monroe (Director, Rome), 1931-1933
(includes discussion of rule against married fellows, finances, domestic problems among the fellows, closing of Atelier, changes in duration of fellowships, Mussolini's visit to the Academy, plans for reducing expenses, Italian income tax, exhibitions)
- Box 5, Folder 23 La Farge, C. Grant (Secretary), 1929-1931
- Box 5, Folder 24 Lamond, Felix (Professor of Music), 1929-1933
(plan to establish a small music colony in Europe for use of academy alumni, suggestions for Music Department improvements, voluntary salary reductions to ease the academy's financial situation)
- Box 5, Folder 25 Lord, Milton (Librarian), 1929-1930
- Box 5, Folder 26-28 Stevens, Gorham Phillips (Director, Rome), 1928-1932
(includes discussion of administrative responsibilities of various staff, rule requiring that fellows be unmarried, housing needs of staff and students, collaborative problem, ideas for curriculum changes, question of women fellows, Stevens's upcoming departure, proposals for reducing expenses, fellows, offer of a museum collection, appointment of Hewlett as director)
- Box 5, Folder 29 Trustees, 1928-1933
(includes account of McClellan's visit to Rome and observations about personnel matters, nominations, Meeks' suggestions for a more demanding schedule for architectural fellows, impressions of fellows, report of visiting professor William A. Boring (1930), Pope's criticism of collaborative problem submissions, Mrs. Cresson's [daughter of Daniel Chester French] proposed bequest, and routine business of the board)
- Box 5, Folder 30 Van Buren, Albert W. (Curator of Museum; Editor; Professor of Archaeology), 1930

Box 5, Folder 31 Wright, W. E. (Librarian), 1933

Box 5 John Russell Pope

Box 5, Folder 32-33 General Correspondence, undated, 1933-1937

Box 5, Folder 34 Association of the Alumni of the American Academy in Rome, 1933-1937
(mainly form letters)

Box 5, Folder 35-36 Aldrich, Chester H. (Director, Rome), 1935-1937
(news of activities in Rome and New York with passing references to the war and political conditions, evaluation of fellows and professors, finances and budget, Italian income tax, detailed account of fellow Bisbee's illness)

Box 5, Folder 37 Boring, William A. (Treasurer), undated, 1933-1937

Box 5, Folder 38 Fellowship in Architecture, 1935-1937

Box 6, Folder 1 Guernsey, Roscoe (Executive Secretary), 1933-1937
(mainly routine business; includes letters about matters to be discussed by the board and committees)

Box 6, Folder 2-3 Hewlett, James Monroe (Director, Rome), undated, 1933-1935
(concerning finances, fellows and staff, comments regarding Hewlett's tenure as director, statement on modernism by J. R. Pope, King and Queen's visit to annual exhibition)

Box 6, Folder 4 La Farge, C. Grant (Secretary), undated, 1933-1934

Box 6, Folder 5 Lamond, Felix (Professor of Music), 1934-1935
(correspondence about fellows)

Box 6, Folder 6 Schnacke, M. K. (Librarian), 1935

Box 6, Folder 7-8 Trustees, undated, 1933-1937
(routine business; also, letters concerning nominations, Director Hewlett, and appointment of Aldrich as director, observations of the academy and its fellows by McClellan when visiting Rome, finances and investments, Lazarus Fellowship, exhibitions, Carnegie grant to library)

Box 6, Folder 9 Walker, John III (Associate in Charge of the School of Fine Arts, Rome), 1936

Box 6 James Kellum Smith

Box 6, Folder 10-11 General Correspondence, undated, 1938-1957

Box 6, Folder 12 Aldrich, Amey (Acting Director, Rome), 1941

- Box 6, Folder 13 Aldrich, Chester H. (Director, Rome), 1937-1941
(ideas and suggestions for improving the academy, activities of fellows and staff, reducing expenses, annual exhibition, suicide of librarian Schnacke, declaration of war and its effects on the academy, death of Aldrich)
- Box 6, Folder 14 Association of Alumni of the American Academy in Rome, 1938-1948
(mostly form letters)
- Box 6, Folder 15 Baldwin, Henry de Forest (Trustee; Legal Counsel), 1939-1945
(mainly requests for legal advice regarding the Finance Committee)
- Box 6, Folder 16 Bradford, Lindsay (Treasurer), 1945-1946
- Box 6, Folder 17 Budget, 1939-1947
- Box 6, Folder 18 Classical Society of the American Academy in Rome, 1940-1948
- Box 6, Folder 19 Committee in Charge of the American Academy in Rome Minutes, 1941
(minutes of meeting at which details of closing the academy were decided)
- Box 6, Folder 20-21 Committee on the School of Classical Studies, 1938-1954
(correspondence with Advisory Council; discussions of facilities for women students, passport problems, fellows; correspondence with individual committee members and with contributing colleges and universities; proposal for new periodical; post war planning and library)
- Box 6, Folder 22 Committee on the School of Fine Arts, 1938-1945
(public relations, alternate plans for Rome Prize during wartime, reconsideration of policies)
- Box 6, Folder 23 Davico, Riccardo (Secretary, Rome), 1938-1943
- Box 6, Folder 24 Dinsmoor, William B. (Secretary; Second Vice President), 1938-1946
(about Smith's decision to return to the Air Force; thoughts on possible post-war annexation of libraries)
- Box 6, Folder 25 Ely Loan Fund, 1946-1947
(correspondence with recipient)
- Box 6, Folder 26 Fellowship in Architecture/Cash Prize in Architecture, 1938-1942
(includes thoughts on fellowship competition and its regulations, suggestions for jury members, and letters of recommendation)
- Box 6, Folder 27 Finance Committee, 1938-1953
- Box 6, Folder 28 Fraser, Leon (Treasurer), 1939-1944
- Box 6, Folder 29 Fulbright Bill, 1946

- Box 6, Folder 30 Guernsey, Roscoe (Executive Secretary), 1938-1945
(routine business; also, correspondence about fellowship juries and competitions, investments, and fellows)
- Box 6, Folder 31 Invitations, 1938-1947
(regarding sending delegates to inaugural and ceremonial functions)
- Box 6, Folder 32 James, Henry (Vice President; Acting President), 1945
(correspondence with State Department regarding acting director Morey and the Office of War Information's use of academy facilities, finances, James's resignation)
- Box 6, Folder 33 Lamond, Felix, (Professor of Music), 1939-1940
- Box 6, Folder 34 Library, 1943-1946
(includes correspondence regarding the of hiring a new librarian)
- Box 6, Folder 35 McClellan, George B. (Vice President), 1938-1939
- Box 6, Folder 36 Moore, Lamont (Assistant Director, Rome), 1948
(letter requesting Moore to see about maintenance of Mead's grave in the Rome Cemetery)
- Box 6, Folder 37 Morey, Charles R. (Acting Director, Rome), 1945-1949
(routine administrative matters; letters concerning finances, staff, and renting Villa Chiaraviglio for embassy use)
- Box 6, Folder 38 Nominating Committee, 1945-1947
- Box 6, Folder 39 Pratt, Richardson (Secretary), 1946-1947
- Box 6, Folder 40 Richardson, Ethel, 1947-1952
(concerns property adjoining American Academy in Rome [subsequently acquired in 1963])
- Box 6, Folder 41-42 Roberts, Laurance P. (Director, Rome), 1946-1957
(routine administrative matters; also includes conditions of appointment, reports on director's activities, fellows and staff, summer school, housing, Richardson villa, finances and budget, annual exhibitions)
- Box 6, Folder 43 Sowerby, Leo, 1946
- Box 6, Folder 44 State Department, 1941-1946
(mainly concerns efforts to transfer U.S. funds to academy during wartime)
- Box 6, Folder 45 Stevens, Gorham Phillips (former Director, Rome), 1947-1951
(includes copies of his recent articles and proposed bequest to academy)
- Box 6, Folder 46 Stuart, Meriwether (Executive Secretary Pro Tem), 1946; 1949

(includes proposal for 50th anniversary publication)

- Box 6, Folder 47-48 Trustees, undated, 1938-1957
(correspondence with individual trustees; includes observations on the method for selecting architectural fellows, burglaries at academy, appointment of acting director Morey, library, nominations and elections)
- Box 6, Folder 49 Vatican Payments, 1946
(thanks and repayment for funds advanced to academy staff during World War II when money could not be transferred from the U.S. to Italy)
- Box 6, Folder 50 Villa Aurelia, circa 1907
(received by Smith, 1940; notes and background information compiled by Charles W. Leavitt (via Mrs. Frank Miles Day))
- Box 6, Folder 51 Walker, John III (Associate in Charge, School of Fine Arts, Rome), 1939
- Box 6, Folder 52 Williams, Mary T. (Executive Secretary), 1947-1955

2.3.2: Vice Presidents, 1905-1943

A paucity of vice presidential records (reel 5760), a total of 31 items for three individuals - Theodore N. Ely, George B. McClellan, and Henry James - suggests that these items probably were attachments to others' letters that somehow became separated.

Records are arranged chronologically by vice president.

- Box 7, Folder 1 Theodore N. Ely, Correspondence, 1905-1911
(concerning incorporation and Villa Mirafiore)
- Box 7, Folder 2 George B. McClellan, Correspondence, 1926-1938
(library, finances, reducing expenses, report of interview with director Hewlett, letters from director Aldrich with news of staff and fellows)
- Box 7, Folder 3 Henry James, Correspondence, 1945
(regarding acting director Dinsmoor's passport problems, State Department's request to lease academy housing for temporary use by embassy staff, contract for educational services to U.S. Army; letter from Director Morey detailing use of academy facilities and staff by U.S. Information Service, embassy and army)

2.3.3: Secretaries, 1898-1947, undated

Files of secretaries Frank D. Millet (1.9 linear feet, reels 5760-5763) and his successor C. Grant La Farge (2.0 linear feet, reels 5763-5766) contain no obvious gaps. Millet's files include scattered correspondence of assistant W. R. Wolfe; the content of La Farge's records shifts after 1919, with the advent of an executive secretary in the New York office who tended to the more routine administrative matters (see Series 3). La Farge's files include the correspondence of assistant secretaries W. R. Wolfe and Frank B. Rowell. Records of earlier and later secretaries, H. Siddons Mowbray (reel 5760),

William B. Dinsmoor (reel 5766), and H. Richardson Pratt (reel 5766), are very sparse with only a few folders for Mowbray and Pratt and, in Dinsmoor's case, three items.

Records are arranged chronologically by secretary with the names of the secretary at the top of each file group indicated in bold type. Within the file group for each secretary, general correspondence files are followed by other files arranged alphabetically by subject or by name of the person to whom the file relates.

Box 7	H. Siddons Mowbray
Box 7, Folder 4	Ballots and Proxies, 1879-1900
Box 7, Folder 5	Correspondence, undated, 1898-1900 (includes letters about academy buildings, fellows, exhibitions,)
Box 7, Folder 6	Invoices, (for engraving and printing), 1899-1903
Box 7	Frank D. Millet
Box 7, Folder 7-8	General Correspondence, undated, 1904-1912
Box 7, Folder 9	American Institute of Architects, undated, 1905-1911
Box 7, Folder 10	Barney, Charles T. (Treasurer), 1905-1909
Box 7, Folder 11	Blashfield, Edwin H. (Trustee), 1904-1912 (mainly routine business; also, letters about library, fellows, relations between archaeologists and artists, endorsement of Millet for director)
Box 7, Folder 12	Boring, William A. (Treasurer), 1909-1912
Box 7, Folder 13-14	Breck, George W. (Director, Rome), 1905-1910 (includes descriptions of academy properties, possible acquisitions, inventory of Villa Mirafiore furnishings; letters summarizing activities of director, staff, and fellows; endowment fund, negotiations with J. P. Morgan, Sr., expenses, exhibitions, visitors, bibliography of prescribed reading for architects, appointment of director Crowninshield)
Box 7, Folder 15	Burnham, Daniel H. (Trustee), undated, 1905-1911 (includes letters regarding Endowment Fund, resignation)
Box 7, Folder 16	Carter, Jesse Benedict (Director, American School of Classical Studies in Rome), 1909-1912
Box 7, Folder 17	Crowninshield, Frederic (Trustee; Director, Rome), undated, 1907-1911 (regarding visitors, fellows, endowment fund, bequest of Villa Aurelia, exhibitions, consolidation with American School of Classical Studies in Rome, Janiculum land purchases by J. P. Morgan, Sr.)
Box 7, Folder 18	Day, Frank Miles (Trustee; Chairman, Executive Committee; Acting President), 1905-1912

- Box 7, Folder 19 Ely, Theodore N. (Vice President), undated, 1904-1912
(includes letters about endowment fund, Villa Mirafiore, executive committee business, Villa Aurelia)
- Box 7, Folder 20-22 Endowment, undated, 1905-1912
(mainly correspondence with and about individual and institutional subscribers to endowment fund and McKim column; also, letters of solicitation, lists of donors)
- Box 7, Folder 23 Fellowship in Architecture--Applicants, A-Z, 1910
(requests for general information; letters of application and recommendation)
- Box 7, Folder 24-26 Fellowship in Architecture--Competition, 1909-1911
(includes regulations and statements of competition problems; also, correspondence with jurors and participating schools of architecture)
- Box 7, Folder 27-29 Fellowship in Architecture--Recipients, 1907-1910
(correspondence with or about Harry E. Warren (1907), Ernest F. Lewis (1908) and Richard H. Smythe (1910))
- Box 7, Folder 30 Fellowship in Fine Arts, 1908
(notes and report of committee to nominate students for fellowships)
- Box 7, Folder 31-32 Fellowship in Fine Arts--Applicants, A-Z (painters), 1909-1910
(letters of application, correspondence with institutions supervising preliminary competition, and invitations to final competition)
- Box 7, Folder 33-34 Fellowship in Fine Arts--Painting Competition, 1909-1910
(includes committee reports and correspondence, correspondence with participating schools, preliminary and final problems, regulations)
- Box 7, Folder 35 Fellowship in Fine Arts--Paris Competition, 1911
(correspondence with Paris Society of Painters about conducting a Rome Prize competition in Paris)
- Box 7, Folder 36-42 Fellowship in Fine Arts--Recipients, 1907-1910
(correspondence with or about Barry Faulkner (1907), C.Y. Harvey (1907), Sherry E. Fry (1908), Frank P. Fairbanks (1909), Paul Manship (1909), Albin Polasek (1910), and Henry Lawrence Wolfe (1910))
- Box 7, Folder 43-46 Fellowship in Fine Arts--Sculpture Competition, 1906, 1909-1911
(includes letters of inquiry, correspondence with committee, letters of application, preliminary competition problems, correspondence with participating schools, invitations to final competition)
- Box 7, Folder 47 French, Daniel C. (Trustee), 1905-1912
- Box 8, Folder 1 Incorporation of American Academy in Rome, 1905
(includes correspondence with Congressmen, and copy of proposed Act S.7438)

- Box 8, Folder 2 Incorporation of American Academy in Rome--Celebratory Dinner, [March 25], 1905
(list of acceptances, correspondence A-Z, text of remarks by McKim)
- Box 8, Folder 3 Landi, Claude P. (Secretary, Rome), 1910
- Box 8, Folder 4 Laurie, Charles (Secretary, Rome), 1911-1912
(includes letters about fellow Lawrence Wolfe's disappearance, suggestions for financial management)
- Box 8, Folder 5 Life Membership Acknowledgments, A-Z, 1905
- Box 8, Folder 6 McKim, Charles F. (President), 1904-1909
(routine administrative correspondence; also, resolutions on the death of McKim, letter to his daughter)
- Box 8, Folder 7-10 Mead, William R. (Treasurer; President), undated, 1904-1912
(includes correspondence regarding endowment fund subscriptions, Villa Aurelia, "Memoranda of Mr. Mead's Visit to Rome," consolidation with the American School of Classical Studies in Rome, fellows and staff, finances, J. P. Morgan, Sr., reports from Millet in Rome, Crowninshield's resignation, ideas about new director, Carter's and Stevens's roles and expectations, married students)
- Box 8, Folder 11 Morgan, J. Pierpont, Sr. (Trustee), 1906-1911
(includes letters about Villa Aurelia)
- Box 8, Folder 12 Mowbray, H. Siddons (Treasurer; Trustee; Director, Rome), 1904-1911
(includes letters about Villa Aurora)
- Box 8, Folder 13 Pine, John B. (Trustee; Legal Counsel), 1910-1912
(includes letters concerning revision of constitution and by-laws, appointment of Millet as director)
- Box 8, Folder 14 Shipment of Students' Work, 1903-1904
- Box 8, Folder 15 Stevens, Gorham Phillips (Director, Rome), 1912
(includes discussion of titles, activities of staff and fellows, reducing expenses, Villa Aurelia)
- Box 8, Folder 16-20 Trustees, undated, 1904-1912
(routine business; also, correspondence with individual trustees includes discussion of endowment fund, appointment of director Crowninshield, fellows, competition regulations, students accepting commissions, Villa Aurelia, amendment of charter, consolidation with the American School of Classical Studies in Rome)
- Box 8, Folder 21-27 Villa Aurelia, 1909-1912
(correspondence concerning Heyland bequest, acceptance, settlement proposal, opinions on the suitability of Villa Aurelia as a home for the academy, legal advice, J. P. Morgan, Sr., financial statements, new building, alterations to Villa Aurelia)

- Box 8, Folder 28 Villa Aurelia--Will of Clara J. Heyland and Inventory of Furnishings, 1909-1910
- Box 8, Folder 29 Villa Mirafiore, 1904-1906, 1911
(correspondence concerning purchase [with 1916 cover letter to William R. Mead indicating that the file should be kept with the secretary's records])
- Box 8, Folder 30 Walters, Henry (Trustee; Finance Committee), 1904-1912
(includes correspondence regarding purchase of Villa Mirafiore, Endowment Fund subscription)
- Box 8, Folder 31 Wolfe, W. R. (Assistant Secretary), undated, 1909-1912
(letters summarizing daily activities and mail received during Millet's absence) (Note: File was filmed out of order and appears on film after Villa Aurelia)
- Box 9 C. Grant La Farge
- Box 9, Folder 1-2 General Correspondence, undated, 1912-1929
- Box 9, Folder 3 American School of Classical Studies in Rome, 1912
(regarding consolidation agreement)
- Box 9, Folder 4 Association of the Alumni of the American Academy in Rome, 1915-1919
(about recommendations for changes in competition regulations)
- Box 9, Folder 5 Boring, William A. (Treasurer), undated, 1912-1919
(mainly routine business; also, includes correspondence concerning Villa Aurelia construction loan from J. P. Morgan, Sr., letters about women competing for fellowships)
- Box 9, Folder 6-8 Carter, Jesse Benedict (Director, Rome), undated, 1912-1917
(includes letters concerning his title, Stevens's responsibilities, fellows, budget, finances, fundraising, academy properties, outbreak of World War I, housing for staff and students, enlistment of fellows, collaborative problem, director Carter's and Professor Clark's lecture tours, use of academy buildings for war purposes)
- Box 9, Folder 9 Carter, Jesse Benedict--Death, 1917-1918
(correspondence with Mrs. Carter, letters of condolence, account of his death, copy of will)
- Box 9, Folder 10 Carter, Jesse Benedict--Dinner, 1912
(guest lists and correspondence concerning arrangements for dinner in New York honoring the new director)
- Box 9, Folder 11 Clark, Charles Upson (Director, School of Classical Studies), undated, 1915-1918
(letters about his appointment, administrative matters, requests for leaves of absence to lecture)

- Box 9, Folder 12 Collaborative Problem, undated, 1912-1920
(summary of history, details concerning establishment and administration of the prize; collaborative problems, undated, 1916-1917)
- Box 9, Folder 13 Curtis, C. Densmore (Professor of Archaeology), 1918-1920
(includes proposal for excavation at Lanuvio, Italy, with program of work planned for 1919/20)
- Box 9, Folder 14 Customs Duty, 1918
(inventory of shipment of music scores, receipt, and insurance certificate)
- Box 9, Folder 15 Ely Loan Fund, 1915-1918
- Box 9, Folder 16 Ely, Theodore N. (Vice President), 1914-1916
(includes correspondence about war conditions in Italy)
- Box 9, Folder 17 Endowment, 1912-1931
- Box 9, Folder 18 Fairbanks, Frank P. (Professor of Fine Arts), 1912-1916
(mainly concerns exhibitions and shipments)
- Box 9, Folder 19 Fellows, 1912-1915
(correspondence with and about fellows, particularly Roy M. Peterson and Kenneth E. Carpenter, also, overpayments to students, proposed changes in regulations, extension of time)
- Box 9, Folder 20-24 Fellowship in Architecture--Applicants, A-Z, 1913-1915
(completed application forms, 1913; completed application forms for canceled Paris competition, 1914; completed application forms, correspondence with applicants and letters of recommendation, 1915)
- Box 9, Folder 25-27 Fellowship in Architecture--Competition, 1912-1913, 1915
(includes lists of participants, program of competition, invitations to final competition, and announcement of winners)
- Box 9, Folder 28-30 Fellowship in Architecture--Recipients, 1913-1915
(correspondence with or about recipients: Walter L. Ward, 1913; William J. Hough, 1914; and Philip T. Shutze, 1915)
- Box 9, Folder 31 Fellowship in Classical Studies--Applicants, A-Z, 1914
(completed application forms)
- Box 9, Folder 32-34 Fellowship in Classical Studies--Recipients, 1914, 1916-1917
(correspondence with or about recipients: C. Dinsmore Curtis, Eugene S. McCartney, and Horace W. Wright, 1914; John T. Rearson and Gilbert H. Taylor, 1916; Lily Ross Taylor, 1917)
- Box 9, Folder 35-37 Fellowship in Fine Arts--Applicants (painters), A-Z, 1912-1914
(completed application forms, including correspondence with applicants and letters of recommendation)

- Box 9, Folder 38 Fellowship in Fine Arts--Applicants (sculptors), A-Z, 1913
(completed application forms, including correspondence with applicants and letters of recommendation)
- Box 9, Folder 39-42 Fellowship in Fine Arts--Painting Competition, 1912-1915
(includes correspondence with cooperating institutions, administrative details, and program of competition)
- Box 9, Folder 43 Fellowship in Fine Arts--Paris Competition [1914 canceled], 1913-1914
(mainly correspondence with Edward P. Mellon planning the competition and announcing the results)
- Box 9, Folder 44 Fellowship in Fine Arts--Paris Competition [canceled]--Applicants, A-Z, 1914
- Box 9, Folder 45-48 Fellowship in Fine Arts--Recipients, 1912-1914, 1916
(correspondence with or about recipients: Henry Varnum Poor and Eugene F. Savage, 1912; Leo Friedlander, 1913; Harry I. Stickroth, 1914; Allyn Cox and C. Paul Jennewien, 1916)
- Box 9, Folder 49-50 Fellowship in Fine Arts--Sculpture Competition, 1912-1913
(includes list of cooperating institutions, administrative details, printed circular, and competition problem)
- Box 9, Folder 51 Fellowship in Landscape Architecture, undated, 1915-1923
(correspondence concerning the establishment of fellowships and fundraising for permanent fellowships)
- Box 9, Folder 52 Fellowship in Landscape Architecture, Competition, 1914
(competition rules and procedures)
- Box 9, Folder 53 Fellowship in Landscape Architecture--Recipient, 1915
(receipt for fellowship awarded to Edward G. Lawson)
- Box 10, Folder 1 French, Daniel C. (Trustee), undated, 1912-1931
(includes letter about gift of F. D. Millet's art books and costumes to the academy, comments on sculptor fellows, "Study in Rome. Preliminary Information and Suggestions for Students in Sculpture, American Academy in Rome")
- Box 10, Folder 2 Frick, Henry C., 1905-1912
(regarding Endowment)
- Box 10, Folder 3 Guernsey, Roscoe (Executive Secretary), 1919
(waiver allowing Salvatore Lascari to be appointed a fellow despite being a married man)
- Box 10, Folder 4 Hendrickson, G. L. (Professor in Charge, School of Classical Studies), 1913-1919
- Box 10, Folder 5 Hewlett, J. Monroe (Director, Rome), 1933-1935

(includes comments on financial, educational, and social problems at the academy; also, letters about repairs to Manship fountain, and proposed gifts)

Box 10, Folder 6

Italian Ambassador, 1917-1918

(condolences on the death of director Carter; correspondence concerning Professor Clark's lecture series undertaken on behalf of the Italian government)

Box 10, Folder 7

Janiculum Improvements--Report on Construction Accounts with List of Exhibits A-Q, by Francis W. Kesley, 1915

Box 10, Folder 8-12

Janiculum Improvements--Exhibits A-Q [C, E-H, J-K, and O missing], 1915

- A - Contract and Estimates [in Italian]
- B - Abstract of Main Contract [in English]
- D - Supplementary Statement of Expenditures [attachment only]
- I - Description of Architect's Plans for New Building, Villa Aurelia, Villa Chiaraviglio, and Villa Bellacci
- L - Letters of Director Jesse B. Carter
- L1 Relation of Contracts and Estimates to Ultimate Working Results in the Janiculum Improvement
- L2 Physical Condition of Villa Aurelia at the Time of Taking Possession
- L3 Physical Condition of Villa Chiaraviglio
- L4 Physical Condition of Villa Bellacci
- L5 Purchase of Water
- L6 Jessup Loan
- L7 Insurance on the Academy Property
- L8 Bank Balance as of February 24, 1915
- L9 Dismissal of Servant in Connection with Moving - Voucher 702
- L10 Construction of Women's Building in Villa Aurelia
- L11 Modification of Banking System in Rome, with Supplementary Letter
- L12 Commission to Architect
- L13 Value of Villa Mirafiore as an Asset
- M - Letters of Gorham P. Stevens
- M1 Galassi's fee
- M2 Report on Recent Earthquake (effects of war on costs of extra work ordered; cost of lights installed)
- M3 Earthquake Damage to Villa Aurelia
- N - Letter of V. Ranieri (acknowledging receipt in full for payment of all claims, accompanied by final accounting)
- P - Vouchers, Classified by Account, through Feb. 22, 1915
- P1-5 Main Building
- P6-8 Villa Aurelia
- P9-11 Villa Chiaraviglio
- P12-13 Villa Bellacci
- P14-25 General

- Q - Vouchers, Classified by Account, Feb. 23-March 13, 1915
 - Q1-3 Main Building
 - Q4 Villa Aurelia
 - Q5-7 Villa Chiaraviglio
 - Q10 General Office
- Box 10, Folder 13 Janiculum Plans and Pamphlets, undated, 1910 and 1912
(includes "Bird's Eye View of the Villa Aurelia and adjoining lands on the Janiculum Hill, Rome," plan of site and New Building, "Studio Legale dell' Avv. Gastone del Frate, Relazione Sopra la Villa Aurelia," and illustrated article about Villa Aurelia from *The American Institute of Architects Quarterly Bulletin*)
- Box 10, Folder 14 Thomas Spencer Jerome Trust, 1917-1918
- Box 10, Folder 15 Library, 1913
(list of donated periodicals)
- Box 10, Folder 16 McClellan, George B. (Trustee), 1913
(letter recounting his visit to the Academy in Rome)
- Box 10, Folder 17 Mead, William R. (President), 1912-1925
(includes letters concerning appointment of director Carter, revision of by-laws, endowment fund, Villa Aurelia, La Farge's ideas on the role of the secretary, Mead Fund to support a fellowship in architecture, women fellows, deaths of Carter and Trowbridge)
- Box 10, Folder 18 Mellon, Edward P. (Acting Secretary), undated, 1916-1919
- Box 10, Folder 19 Members of the Corporation, 1915-1917
(includes list of those who acknowledged receipt of membership certificates, correspondence regarding compiling an accurate list of all major contributors, confusion about titles for donors at various levels)
- Box 10, Folder 20 Millet, Frank D., Memorial Service and Endowed Chair of the Fine Arts, 1912
- Box 10, Folder 21 Morgan, J. Pierpont, Jr. (Trustee), 1913-1916
(correspondence, receipt, agreements regarding loan for Janiculum improvements)
- Box 10, Folder 22 Morgan, J. Pierpont, Sr. (Trustee), 1912-1913
(acceptance of Janiculum property adjoining Villa Aurelia, correspondence concerning construction loan)
- Box 10, Folder 23 Norton, Charles D. (Trustee), 1913-1923
(about endowment fund, titles for various categories of contributors; also, thank you letters)
- Box 10, Folder 24 Pine, John B. (Legal Counsel), 1912-1922

- (includes correspondence about publicity, revision of by-laws, estate of Jessie B. Carter)
- Box 10, Folder 25 Publications-- *Memoirs of The American Academy in Rome and Monographs*, 1914-1920
(correspondence, reports, recommendations, agreement with Yale University Press)
- Box 10, Folder 26 Rockefeller Foundation, 1914
(correspondence concerning grant to academy)
- Box 10, Folder 27 Sanders, Henry (Acting Director, School of Classical Studies), 1915
(regarding his appointment,)
- Box 10, Folder 28 School of Classical Studies, 1914-1921
(includes historical sketch, letters about fellows, summer school)
- Box 10, Folder 29 Secretary of State, 1914
(correspondence regarding the academy in Rome, fellows, probable future war conditions and developments)
- Box 10, Folder 30-33 Stevens, Gorham Phillips (Director, Rome Director, School of Fine Arts Acting Director, 1919; 1917-1932, 1913-1917,, 1912-1932)
(includes correspondence about the death of Millet, appointment of director Carter, Stevens's new title, shipping of student work, exhibitions, Villa Mirafiore, married fellows, Rotch and Lazarus scholarships, finances, expenses, progress of Janiculum improvements, director Carter's death; list of all domestic help in Rome with their salaries, duties, and schedules outlined; problems with bursar, Charles Laurie, war work, Red Cross use of the Main Building as a hospital, Professor Clark's lecture tour for Italian government, summer school)
- Box 10, Folder 34 Trowbridge, Breck (Committee on the School of Fine Arts), undated, 1912-1925
(correspondence about endowment fund subscriptions, J. P. Morgan, Sr., exhibitions, gift of Julliard Fellowship)
- Box 10, Folder 35-36 Trustees, undated, 1911-1931
(correspondence with individual trustees, mainly regarding routine administrative matters; also, form letters and letters addressed to the trustees in general; includes problem with bursar, Charles Laurie; provisions for men who entered military service during their fellowship term)
- Box 10, Folder 37 United States Trust Company, 1913-1919
- Box 10, Folder 38 Van Buren, A. W. (Librarian), 1916-1917
- Box 10, Folder 39 Villa Aurelia, 1912-1915
(includes correspondence about construction progress on the New Building; improvements to Villa Aurelia; purchase of adjoining property with blueprint of Otis elevator stored in OV folder 37; loan agreement

- with J. P. Morgan, Sr., with Villa Mirafiore as collateral, and agreement for later increase in the amount of the loan; Heyland bequest, taxes)
- Box 10, Folder 40 Villa Doccia (Florence, Italy), 1920
(includes copy of Gorham P. Stevens' report to the board with photographs; blueprints of ground and first floor plans stored in OV folder 37)
- Box 10, Folder 41 Walters, Henry (Finance Committee), 1912-1932
(includes notice of meeting about Villa Mirafiore with floor plan and site drawings)
- Box 10, Folder 42 West, Andrew (Committee on the School of Classical Studies), 1915-1918
(includes correspondence concerning the Advisory Committee, Professors Clark and Curtis)
- Box 10, Folder 43 Wilkins, H. Blakiston (Executive Secretary, Rome), 1919-1921
(includes correspondence regarding purchase of adjacent property, need for Wilkins to reside on the premises, shipment of student work, condition of Villa Chiaraviglio, staffing changes)
- Box 10, Folder 44 William B. Dinsmoor, General Correspondence, 1944
(includes letters concerning passport difficulties, thanks to the Minister of Switzerland and the Swiss Legation in Italy for assistance to the Academy during World War II)
- Box 10 H. Richardson Pratt
- Box 10, Folder 45 General Correspondence, 1945
- Box 10, Folder 46 Finance Committee, 1945
- Box 10, Folder 47 James, Henry (First Vice President; Acting President; resignation), 1945
- Box 10, Folder 48 Publicity, 1946
(press release announcing appointment of Director Roberts)
- Box 10, Folder 49 Roberts, Laurance P. (Director, Rome), 1947
(brief summary of activities)
- Box 10, Folder 50 Vatican Payments, 1945
(concerns the academy's loan repayment)

2.3.4: Treasurers, 1904-1947, undated

The Treasurers' records are comprehensive only for William A. Boring (3.25 linear feet, reels 5766-5772), who held the position for nearly three decades. The correspondence and records of Arthur H. Crane, assistant treasurer, and Jerome D. Greene, acting treasurer, are interfiled with Boring's records. Records of other treasurers, William R. Mead (reel 5766), Leon Fraser (reel 5772), and Lindsay Bradford (reel 5772), are scant, measuring a folder or two each. Files of treasurer H. Siddons Mowbray can be found with his secretary's files.

Records are arranged chronologically by treasurer with the names of the treasurer at the top of each file group indicated in bold type. Within the file group for each treasurer, general correspondence files are followed by other files arranged alphabetically by subject or by name of the person to whom the file relates.

Box 11	William R. Mead
Box 11, Folder 1	General Correspondence, 1905-1910 (includes letters concerning endowment fund)
Box 11, Folder 2	Breck, George W. (Director, Rome), 1904-1905 (includes correspondence about academy finances and expenses, and condition of property)
Box 11, Folder 3	Financial Reports, Rome, 1905/06-1908/09
Box 11, Folder 4	Invoices, 1905-1908
Box 11, Folder 5	Millet, Frank D. (Secretary), undated, 1904-1910 (includes letters regarding the endowment fund)
Box 11, Folder 6	Rinehart Scholarship, 1905 (includes correspondence with Rinehart scholarship committee chairman concerning expenses and arrangements for shipping Charles Keck's work)
Box 11	William A. Boring
Box 11, Folder 7-9	General Correspondence, undated, 1909-1936 (mainly routine administrative matters; also, includes correspondence about periodical subscriptions for library, correspondence with competition finalists and fellowship winners concerning reimbursement for expenses, endowment fund)
Box 11, Folder 10-11	Letterpress Books, 1914-1918 (copies of outgoing letters, with an alphabetical index for each volume, vol. 1, Oct. 1914-June 1915; vol. 2, April 1916-July 1918)
Box 11, Folder 12	Academy Properties, 1920-1921 (includes chart indicating cost and value of each property, size, present use, and annual upkeep costs; acquisition of adjoining properties, site plan)
Box 11, Folder 13	Aldrich, Chester H. (Director, Rome), 1935-1937 (includes correspondence concerning Italian income tax, details of fellow Harold Bisbee's illness and return to the United States)
Box 11, Folder 14-18	Audit Reports, 1910/11-1937/38
Box 11, Folder 19	Banking, Banca Commerciale Italiana Trust Co., 1931-1933
Box 11, Folder 20-21	Banking, United States Trust Co., 1928-1934

Box 11, Folder 22	Breck, George W. (Director, Rome), 1909-1910 (mainly routine administrative matters; includes letter with diagram concerning adjoining property now for sale, construction of new studios)
Box 11, Folder 23-27	Budget, 1914/15-1937/38
Box 12, Folder 1	Carter, Jesse Benedict (Director, American School of Classical Studies, Rome; Director, Rome), 1911-1918 (includes correspondence regarding merger with the American School of Classical Studies in Rome and directorship of the new institution, funds transferred from the American School of Classical Studies in Rome, Janiculum construction; also, death of director Carter and settlement of his academy accounts)
Box 12, Folder 2	College and University Annual Subscriptions, School of Classical Studies, 1914-1924 (includes list of contributing institutions)
Box 12, Folder 3	Crowninshield, Frederic (Director, Rome), 1909-1910 (routine administrative matters; opinions of Villa Aurelia, including letter from Mrs. Crowninshield reporting opinions of Herriman, Burnham and others concerning Villa Aurelia's suitability)
Box 12, Folder 4-13	Davico, Riccardo (Secretary, Rome), 1921-1937 (financial statements and accounts)
Box 12, Folder 14	Day, Frank Miles (Acting President), 1909-1910 (letters about his resignation, Villa Aurelia)
Box 12, Folder 15	Donor Lists, 1914-1919
Box 12, Folder 16	Eli Loan Fund, 1914-1915
Box 12, Folder 17	Endowment, 1910-1938 (includes correspondence with donors, discussion of plans for fundraising, subscriptions from trustees, McKim column, lists of donors)
Box 12, Folder 18	Endowment--Boston Committee, 1914-1932
Box 12, Folder 19	Endowment--Memorial to Founders, 1909-1928
Box 12, Folder 20-23	Finance Committee, 1924-1936
Box 12, Folder 24-26	Financial Reports, Rome, 1909/10-1913
Box 13, Folder 1-3	Financial Reports, Rome, 1914-1919
Box 13, Folder 4	Greene, Jerome D. (Trustee), 1923-1927
Box 13, Folder 5	Guernsey, Roscoe (Executive Secretary), 1919-1922; 1931-1933

- (includes correspondence about extending fellowship time for particular students, revision of by-laws, contributions to endowment fund, Horatio Parker Fund, staffing, closing buildings to reduce expenses)
- Box 13, Folder 6 Hewlett, James Monroe (Director, Rome), 1932-1935
(correspondence regarding students and staff, finances, expenses, housing, academy loans to Hewlett, fellow Olindo Grossi's report of his activities and progress, resignation of fellow Richard Lattimore)
- Box 13, Folder 7 Invoices, Miscellaneous, 1911-1920
- Box 13, Folder 8 Janiculum Land Purchases, 1921-1926
(stored in ov folder 37: copies of legal documents [in Italian], site drawings, and correspondence with donors)
- Box 13, Folder 9 Thomas Spencer Jerome Lectureship, 1922-1945
- Box 13, Folder 10 La Farge, C. Grant (Secretary), 1912-1917
- Box 13, Folder 11 Lamond, Felix (Professor of Music), 1920-1940
(includes correspondence about donations to the Music Department and the Horatio Parker Fund, purchase of library from the Trinity School of Church Music, activities of students and staff, typical day's schedule, personal finances and plans)
- Box 13, Folder 12 Lamond Fund, 1931
(correspondence concerning a fund donated by Mrs. Henry Fairfield Osborn to provide for Professor Lamond's retirement)
- Box 13, Folder 13 Landi, Claude P. (Secretary, Rome), 1909-1910
- Box 13, Folder 14 Laurie, Charles (Secretary, Rome; Manager; Bursar), 1910-1917
(includes accounts of payments to fellows)
- Box 13, Folder 15 Library Donations, 1920-1929
- Box 13, Folder 16 McClellan, George B. (Library Committee), 1920-1927, 1933-1934
(includes reports of visit to Rome analyzing staff responsibilities, facilities, suggestions about Villa Aurelia, detailed discussion of how to improve school administration and students' experience)
- Box 13, Folder 17-21 Mead, William R. (President), 1910-1928
(includes letters about subscriptions to endowment fund, McKim memorial, Villa Aurelia bequest, thoughts on appointment of a new director, trustee nominations, New Building, director Carter's participation in fundraising, Ely Loan Fund, Professors Lamond and Fairbanks, Boston committee, staff appointments and housing, advisability of establishing an Atelier in Rome under the auspices of the academy, housing for women students, observations of fellows, collaborative problem, difficulties with fellow Victor L. S. Hafner, estimated expenses for three years at the academy, discussion of increasing fellowship stipends, death of Trowbridge)

Box 13, Folder 22	Mellon, E. P. (Trustee; Acting Secretary), 1918-1927 (mainly concerning endowment fund)
Box 13, Folder 23	Millet, Frank D. (Secretary) and W. R. Wolfe (Assistant Secretary), n.d, 1909-1912 (includes correspondence about director Crowninshield, students, Villa Aurelia, endowment fund and McKim column contributions, McKim's death, competition expenses, acquisition of additional office space in Chemists' Club)
Box 13, Folder 24	Millet, Frank D., Estate of, 1912-1916 (settlement of accounts with son)
Box 13, Folder 25	Moore, Edward C. (Donor), 1920-1929
Box 13, Folder 26	Morgan, J. Pierpont, Jr. (Trustee), 1916-1921 (offer to cancel loan if the academy raises a corresponding amount for a permanent endowment; correspondence concerning endowment fund)
Box 13, Folder 27	Morgan, J. Pierpont, Sr. (Trustee), 1910-1911 (payment of his subscription on the condition that the American Academy in Rome and the American School of Classical Studies in Rome unite)
Box 13, Folder 28	Moses, Lionel (Associate Secretary), 1914-1918
Box 13, Folder 29	Ogle, Marbury B. (Professor in Charge of Classical Studies), 1934 (correspondence concerning possible financial irregularities)
Box 13, Folder 30	Osborn, Mrs. H. Fairfield (Donor), 1923-1927 (regarding funding for the Music Department)
Box 13, Folder 31	Parrish, Samuel (Donor), 1924-1931 (regarding funding for a Parrish Art Museum fellowship)
Box 13, Folder 32	Pine, John B. (Trustee; Legal Counsel), undated, 1911-1919 (includes correspondence about amending by-laws to provide for consolidation with the American School of Classical Studies in Rome, use of academy property for Red Cross purposes, payments from sale of Villa Mirafiore)
Box 13, Folder 33	Platt, Charles (President), 1928, 1933 (includes letters regarding advisability of Metropolitan Museum representation on board of trustees, personnel problems in Rome)
Box 13, Folder 34	Pope, John Russell (President), 1934-1935
Box 13, Folder 35	Publicity Fund, 1917
Box 13, Folder 36	Reports of William A. Boring's Visits to Rome, undated, 1918-1926

- Box 13, Folder 37 Report of William A. Boring as Visiting Professor of Fine Arts at the American Academy in Rome, 1930
- Box 13, Folder 38 Richardson, William Symmes (Professor of Fine Arts), 1923-1929 (letter about adjacent lot he now owns, with diagram of the area)
- Box 13, Folder 39 Rockefeller Foundation Pledge, 1914-1923 (10 year grant for general operating expenses, pledge to endowment fund)
- Box 13, Folder 40 Rowell, Frank B. (Assistant Secretary), 1916-1918
- Box 14, Folder 1-5 Stevens, Gorham Phillips (Director, Rome [1912 and 1917-1933]; Director, School of Fine Arts [1913-1917]), 1912-1933 (includes correspondence about Millet's death, extra expenses borne by sculptors, New Building progress, exhibitions, library books requested, settlement of accounts after director Carter's death, staff and student activities, use of Main Building for convalescent hospital, housing, bequest and purchase of library books, Fairbanks' qualifications, repairs to property, staffing for School of Classical Studies, acquisition of additional Janiculum properties, Atelier sponsored by the Academy)
- Box 14, Folder 6 Taxes, 1926-1937 (includes copies of city, state, and federal returns, with related correspondence; legal advice concerning Italian income tax)
- Box 14, Folder 7 Treasurer's Statements, 1911-1924
- Box 14, Folder 8 Van Buren, Albert W. (Librarian; Museum Curator; Editor; Professor of Archaeology), 1915-1926, 1935 (mainly concerns routine financial matters; also, correspondence about Century Club membership; reprint of Van Buren's article, "The Technique of Stucco Ceilings at Pompeii" from *The Journal of Roman Studies*)
- Box 14, Folder 9 Villa Aurelia, 1909-1911 (letters about value of the property, Mrs. Heyland's will, opinion of Villa Aurelia's suitability as headquarters of the academy; agreement with J. Pierpont Morgan, Sr., for construction loan, with Villa Mirafiore as collateral; legal advice concerning taxes owed)
- Box 14, Folder 10 Villa Mirafiore, 1919-1920 (documents concerning sale of the property, including appraisal)
- Box 14, Folder 11 Wilkins, H. Blakiston (Executive Secretary, Rome), 1919-1922 (includes correspondence about housing, retraction of his resignation, rising expenses, clarification of duties, acceptance of resignation)
- Box 14 Leon Fraser
- Box 14, Folder 12 General Correspondence, 1939-1945

	(includes minutes of Committee in Charge; report of burglary at Villino Bellaci, with list of missing and damaged items)
Box 14, Folder 13	Davico, Riccardo (Secretary, Rome), 1938-1945 (financial reports and related correspondence)
Box 14, Folder 14	Vatican Payments, 1943-1945 (correspondence regarding monthly accounts for academy expenses advanced by the Vatican)
Box 14	Lindsay Bradford
Box 14, Folder 15	Chase National Bank, 1945-1947
Box 14, Folder 16	Morey, C. R. (Director, Rome), 1945-1946 (includes letters concerning reopening of the academy after World War II)
Box 14, Folder 17	Vatican Payments, 1945 (correspondence regarding monthly accounts for academy expenses advanced by the Vatican)

2.3.5: Individual Trustees, 1902-1946, undated

Included here are records of individual trustees (2.75 linear feet) created or maintained by each in his capacity as trustee. These vary in size from one folder to 1.25 linear feet. Trustees represented are: Chester H. Aldrich (reel 5772), John Lambert Cadwalader (reel 5772), Gilmore D. Clarke (reel 5772), James C. Egbert (reels 5772-5774), Barry Faulkner (reels 5774-5775), Allan C. Johnson (reel 5775), William M. Kendall (reel 5775), C. Grant La Farge (reel 5775), Edward P. Mellon (reel 5775), Charles Dyer Norton (reels 5775-5776), Charles A. Platt (reel 5776), John Russell Pope (reel 5776), Edward K. Rand (reel 5776), John c. Rolfe (reel 5776), James Kellum Smith (reel 5776), S. Breck Trowbridge (reel 5776), Ferruccio Vitale (reel 5776-5777), John Quincy Adams Ward (reel 5777), Andrew F. West (reel 5777), and William L. Westerman (reel 5777). Several Trustees also served the Academy as officers or staff, and records regarding those activities will be found in the files relating to those appointments. Brief biographical notes for each trustee included here can be found in Appendix B.

Records are arranged alphabetically by name of trustee with the names of the trustee at the top of each file group indicated in bold type. Within the file group for each trustee, general correspondence files are followed by other files arranged alphabetically by subject or by name of the person to whom the file relates.

Box 14	Chester H. Aldrich
Box 14, Folder 18	General Correspondence, 1933-1935 (includes correspondence regarding possible candidates for new position of assistant to the director, fellowship competition, preparations for moving to Rome to assume post of director)
Box 14, Folder 19	Guernsey, Roscoe (Executive Secretary), 1933-1934 (correspondence about collaborative problem, fellowship competition, shipment of student work)

Box 14, Folder 20	Hewlett, James Monroe (Director, Rome), 1933-1935 (Committee on the School of Fine Arts business including exhibitions and evaluation of current fellows)
Box 14, Folder 21	La Farge, C. Grant (Secretary), 1934
Box 14, Folder 22	McClellan, George B. (Vice President; Acting President), 1933
Box 14, Folder 23	Pope, John Russell (President), 1934-1935 (includes correspondence about Hewlett's personal finances, new fellows, and quality of student work)
Box 14, Folder 24	John Lambert Cadwalader, Correspondence, 1904-1910 (includes items concerning incorporation and fundraising)
Box 14, Folder 25	Gilmore D. Clarke, Correspondence, 1945 (concerns fellowships, opinions about whether to sell Villa Aurelia, finances, expenses)
Box 14	James C. Egbert
Box 14, Folder 26	AA-AC
Box 14, Folder 27	Aldrich, Chester (Chairman, Committee on the School of Fine Arts; Director, Rome), 1933-1940 (includes ideas about future direction of academy, newsletter excerpts, staffing)
Box 14, Folder 28	ALL - AR, 1921-1942
Box 14, Folder 29	Ayers, Louis (Trustee; Committee on Nominations), 1930-1943
Box 14, Folder 30	BA - BON
Box 14, Folder 31	Boring, William A. (Treasurer), 1921-1937 (includes reports of visits to Rome with detailed discussion of Academy property, continuation of Professor Sanders's appointment, memorial minute)
Box 14, Folder 32	Brewster, Ethel H. (President, Classical Society of The American Academy in Rome), 1941 (correspondence concerning financial support of the School of Classical Studies by contributing colleges and universities)
Box 14, Folder 33	Brown, Donald F. (Fellow), 1939-1940
Box 14, Folder 34	BROWN, F. - BU
Box 14, Folder 35	Carlton, Newcomb (Trustee), 1931-1938 (correspondence regarding his resignation from the board of trustees)

- Box 14, Folder 36 Carpenter, Rhys (Annual Professor; Professor in Charge of Classical Studies), 1926-1940
(letters of appointment, concern about his situation in the event of war, and difficulties in obtaining a passport for Mrs. Carpenter)
- Box 14, Folder 37 CARR - COC
- Box 14, Folder 38 Comfort, Howard, 1933-1942
(includes observations on School of Classical Studies with suggestions regarding staff, curriculum, administrative responsibilities, fellows, Advisory Council business)
- Box 14, Folder 39 Committee on the School of Classical Studies, 1937-1942
(correspondence about staffing, fellows, summer school, finances, suggested policies for fellowship competitions, opinions on proposal to establish a new Roman studies journal)
- Box 14, Folder 40 COR - DET
- Box 14, Folder 41 Deutsch, Monroe E., 1927-1930
(correspondence about appointment as annual professor in the School of Classical Studies and his subsequent inability to accept the assignment)
- Box 14, Folder 42 Dinsmoor, William B. (Trustee; Secretary), 1935-1942
(correspondence concerning appointment of the annual professor in School of Classical Studies, Advisory Council, discussion about classical fellows using their stipends in America should war conditions prevent travel to Europe)
- Box 14, Folder 43 Duckworth, George E. (Secretary, Advisory Council), 1939-1942
- Box 14, Folder 44 DUN - FO
- Box 14, Folder 45 Frank, Tenny (Professor in Charge of Classical Studies), 1922-1925
(correspondence concerning appointment of annual professor; housing for students, library, and staffing)
- Box 14, Folder 46 FRANKL - GR
- Box 14, Folder 47-49 Guernsey, Roscoe (Executive Secretary), 1919-1942
(includes updated biographical information collected from alumni, correspondence about housing for women, summer session, fellowship competitions, nominating committee business, Committee on the School of Classical Studies business, appointment of Professor in Charge of the School of Classical Studies, changes in method of appointing fellows establishment of Friends of the School of Classical Studies, finances, reports and project plans of individual fellows; "Suggested Plan for Temporary Closing" in Rome during World War II, with staff evaluation, and recommendations about whom to retain)
- Box 15, Folder 1 GUG - HAD

- Box 15, Folder 2 Haight, Elizabeth Hazelton (Chairman, Advisory Committee), 1926-1939
(includes correspondence concerning housing for women students, staffing, summer sessions, finances, fellowships, Friends of the School of Classical Studies, fundraising)
- Box 15, Folder 3 Hammond, Mason (Trustee; Professor in Charge of Classical Studies; Director of Summer Sessions; Committee on the School of Classical Studies), 1937-1944
(correspondence regarding his appointment, staffing, Greek trip, fellows, women students, his decision to return to Harvard, helping fellows obtain employment upon their return home, thoughts on improving quality and number of fellowship applicants, contributing colleges and universities, prizes)
- Box 15, Folder 4 HAR - JA
- Box 15, Folder 5 Thomas Spencer Jerome Lectureship, 1923-1924
(correspondence regarding the appointment of Professor John G. Winter to deliver the first Jerome lecture series at University of Michigan and the American Academy in Rome)
- Box 15, Folder 6 Johnson, Allan C. (Trustee; Professor of Classical Studies; Chairman, Committee on the School of Classical Studies), 1926-1943
(includes correspondence expressing Johnson's interest in being the Annual Professor, finances, activities of staff and students, staffing, Professor Van Buren, possible candidates for annual professorship, Greek trip, fellows, nominations)
- Box 15, Folder 7 KEE
- Box 15, Folder 8 Kelsey, Francis W. (Trustee), 1921-1926
(includes correspondence concerning fellows, Archaeological Institute business, Jerome Lectureship, thoughts on the School of Classical Studies' loss of prestige, qualities to look for in a director)
- Box 15, Folder 9 KEN - KO
- Box 15, Folder 10 Koyle, George Simpson (Trustee), 1933-1938
(Nominating Committee business)
- Box 15, Folder 11 La Farge, C. Grant (Secretary), 1923-1931
(includes correspondence about student housing, administrative suggestions for operations in Rome, successor to director Stevens)
- Box 15, Folder 12 LAI - LEO
- Box 15, Folder 13 Lewis, Naphtalie (Fellow), 1926
(correspondence discussing Lewis' need to return home to his ailing mother, arrangements for him to continue fellowship work in New York)
- Box 15, Folder 14 Lockwood, Dean P. (Annual Professor, School of Classical Studies), 1924-1936

- (includes correspondence concerning his appointment; report of observations on students, academic standards, how best to help the cause of classics in America, admissions process, and summer session)
- Box 15, Folder 15 Lord, Louis E. (Secretary, Advisory Council; Annual Professor, School of Classical Studies), 1922-1932
(includes list of names and addresses of Classical School students, 1896-1921; also, correspondence concerning summer session)
- Box 15, Folder 16 LORD, M - MA
- Box 15, Folder 17 McClellan, George B. (Trustee; Vice President; Chairman, Committee on the Library), 1930-1939
(letter addressing Professor Sanders' complaints about the library, appointment of new librarian, nominating committee business)
- Box 15, Folder 18 McDaniel, Walton Brooks (Chairman, Advisory Council), 1928
(copy of his article about the proper functions of the School of Classical Studies, correspondence about distribution of the article)
- Box 15, Folder 19 McKibben, William T. (Fellow), 1940-1941
(correspondence about whether to conduct his fellowship research at home or postpone it until he can travel to Rome when the war is over)
- Box 15, Folder 20 Mead, William R. (President), 1927
(includes correspondence concerning the advisory council's perception that the Classical School receives short shrift, administration and staffing of Classical School, housing of students and staff, fellowships, library)
- Box 15, Folder 21 Mendell, Clarence W. (Trustee; Committee on the School of Classical Studies), 1928-1942
(correspondence about publications, successor to director Stevens, fellows, library, staffing, summer session, Greek trip, advisory council, proposal to suspend fellowships and subscriptions from colleges until after the war)
- Box 15, Folder 22 MES - MU
- Box 15, Folder 23 Ogle, Marbury R. (Professor in Charge of Classical Studies), 1930-1939
(includes letters concerning his appointment, fellows, library, administration and staffing, finances)
- Box 15, Folder 24 Ohl, Raymond T., 1936-1937
(correspondence about summer session)
- Box 15, Folder 25 Oldfather, William A. (Chairman, Advisory Council), 1930-1934
(includes correspondence about staffing, appointment as annual professor and his inability to accept, finances, librarian, fellowships)
- Box 15, Folder 26 OLS - PRA

- Box 15, Folder 27 Prescott, Henry W., 1939-1940
(correspondence regarding his appointment as Professor in Charge of the School of Fine Arts and ultimate decision not to fill the position due to war conditions)
- Box 15, Folder 28 Rand, E. K. (Trustee; Committee on the School of Classical Studies), 1922-1939
(correspondence concerning staffing, administration, advisory council, library, summer school)
- Box 15, Folder 29 RO - SAM
- Box 15, Folder 30 Sanders, Henry A. (Professor in Charge of Classical Studies), 1927-1933
(includes correspondence concerning his appointment, fellows, criticism of the library, housing, his decision to return to the University of Michigan)
- Box 15, Folder 31 Savage, Eugene F. (Trustee), 1933-1934
(Nominating Committee business)
- Box 15, Folder 32 School of Classical Studies, Advisory Council, undated, 1937-1940
(form letters, reports of meetings)
- Box 15, Folder 33 Semple, William T. (Trustee; Committee on the School of Classical Studies), 1933-1939
(correspondence concerning staffing, appointment of Professor in Charge, fellowships, nominations)
- Box 15, Folder 34 Shipley, F. W. (Annual Professor, School of Classical Studies), 1928-1937
(correspondence regarding details of appointment as annual professor, advisory council business, appointment as Professor in Charge and inability to return to Rome for health reasons)
- Box 15, Folder 35 Showerman, Grant (Director, Summer Sessions), 1927-1934
(includes correspondence about scheduling, staffing, letters from former summer session participants, enrollment, finances, Showerman Memorial Fund for book purchases in honor of his son)
- Box 15, Folder 36 Smith, James Kellum (Trustee, Chairman, Committee on the School of Fine Arts; President), 1933-1942
(includes correspondence concerning fellows, public relations policy, finances, contributing colleges and universities, statement summarizing academy's preparations and response to changing international situation and war conditions)
- Box 15, Folder 37 Stevens, Gorham Phillips (Director, Rome), 1921-1932
(includes correspondence regarding plans for establishing a summer session, fellows, library, needs of landscape architects, finances)
- Box 15, Folder 38 TAV - TAYLOR, F.

- Box 15, Folder 39 Taylor, Lily Ross (Professor in Charge, School of Classical Studies), 1933-1941
(includes letter of appointment, correspondence about fellowships, finances, staff, student activities, nominating committee business)
- Box 15, Folder 40 TAYLOR, M. - WA
- Box 15, Folder 41 West, Andrew F. (Trustee; Committee on the School of Classical Studies), 1921-1926
(includes correspondence about staffing)
- Box 15, Folder 42 Westerman, William L. (Trustee; Professor in Charge, School of Classical Studies; Committee on the School of Classical Studies), 1923-1934
(correspondence regarding staffing, Westerman's resignation from the board)
- Box 15, Folder 43 WH - Z
- Box 15 Barry Faulkner (Trustee)
- Box 15, Folder 44 General Correspondence, 1944-1946
- Box 15, Folder 45-48 Citizens Committee for the Army-Navy Triptych Project--
Correspondence and Financial Records, undated, 1942-1945
(includes plan of work and instructions, correspondence with participating artists, correspondence with art schools interested in participating in the project)
- Box 15, Folder 49 Citizens Committee for the Army-Navy Triptych Project--Printed Matter, undated, 1942-1944
- Box 15, Folder 50 Post-War Planning (Committee on the School of Fine Arts and Association of Alumni), 1944-1946
(ideas solicited from Committee on the School of Fine Arts and alumni on the future direction and scope of the academy's program)
- Box 16, Folder 1-5 Allan C. Johnson, Correspondence, undated, 1938-1946
(includes correspondence with the chairman and members of the Committee on the School of Classical Studies, advisory council, and Professor in Charge concerning routine business; letters from scholars and alumni in response to request for ideas to aid in post-war planning for future direction and scope of the academy's program; also, correspondence about summer school, finances, staffing; list of fellows in classical studies, 1896-1940; Joint Committee on Classical and Mediaeval Studies business; letter of resignation from Professor in Charge Mason Hammond, with thoughts on Professor Van Buren; nominating committee business)
- Box 16 William M. Kendall
- Box 16, Folder 6 General Correspondence, undated, 1902-1941

- (includes list of students with opinions of their work, contract and specifications for bowl of Manship fountain; also letters concerning the establishment of a summer school)
- Box 16, Folder 7 American Academy in Rome Diploma, 1920
- Box 16, Folder 8 American Academy in Rome Seal, 1912-1913, 1935
- Box 16, Folder 9 Boring, William A. (Treasurer), undated, 1918
- Box 16, Folder 10 Memorials (McKim, Morgan, etc.), 1922-1929
(includes correspondence concerning inscription tablets and cost estimates)
- Box 16, Folder 11 Millet, Frank D. (Secretary), undated, 1908-1909
(letter about fellows, Villa Aurelia, names proposed as trustees)
- Box 16, Folder 12 Richardson, Symmes, 1925
(correspondence concerning purchase of property adjoining the academy)
- Box 16, Folder 13 Stevens, Gorham Phillips (Director, Rome), 1912-1935
(includes correspondence about New Building, McKim Memorial, collaborative problem, purchase of adjoining property)
- Box 16, Folder 14 C. Grant La Farge, Correspondence, 1910-1911
(includes text of addresses delivered at the annual dinner of the Architectural League of New York with C. Grant La Farge, Lloyd C. Griscom, John L. Cadwalader, Edwin H. Blashfield, and Frank Mile Day, speakers)
- Box 16, Folder 15 Edward P. Mellon, Endowment Committee Correspondence, 1919-1923
- Box 16, Folder 16-18 Charles Dyer Norton, Endowment Committee Correspondence, undated, 1913-1917
- Box 16, Folder 19 Charles A. Platt, Correspondence, 1916-1928
(includes correspondence concerning fundraising for fellowship in landscape architecture, endowment fund, Committee on the School of Fine Arts business; also, correspondence about fellows, staff, collaborative problem, library, advisory council, fellowship competition, Atelier)
- Box 16, Folder 20 John Russell Pope, Correspondence, 1926-1933
(includes correspondence concerning Committee on the School of Fine Arts business, going away gift for Director Stevens, finances)
- Box 16, Folder 21 Edward K. Rand, Correspondence, 1922-1923, 1928
(includes correspondence about irregularities in Mr. Laurie's accounts, Carter's death, fellows, controversy concerning a male and female student traveling together unchaperoned)
- Box 16, Folder 22 John C. Rolfe, Committee on Publications Correspondence, 1927

Box 16, Folder 23	James Kellum Smith, Correspondence, 1937 (includes Committee on the School of Fine Arts business, exhibitions, publicity, activities of fellows, library, nominating committee business)
Box 16	S. Breck Trowbridge
Box 16, Folder 24	Committee on the School of Fine Arts Correspondence, undated, 1915-1924
Box 16, Folder 25	Endowment Committee, General Committee Business, 1913-1921
Box 16, Folder 26	Endowment Committee, Fundraising Correspondence, undated, 1919-1920
Box 16, Folder 27	Endowment Committee, Loan Exhibition of Italian Masters [March 6-11, Fine Arts Bldg., 215 W. 57th St.], 1920
Box 16, Folder 28	Endowment Committee, Horatio Parker Fellowship, 1923
Box 16	Ferruccio Vitale
Box 16, Folder 29	General Correspondence, 1921-1923
Box 16, Folder 30	Collaborative Problem, 1921-1925
Box 16, Folder 31-33	Endowment Campaign, Fundraising Correspondence, 1919-1922, undated
Box 16, Folder 34	Endowment Campaign, Fundraising Events, Italy America Society Dinner, 1920
Box 16, Folder 35	Endowment Campaign, Fundraising Events, Loan Exhibition of Italian Masters, 1920
Box 16, Folder 36-42	Fellowship in Landscape Architecture, Competitions, 1915-1930
Box 16, Folder 43	Fellowship in Landscape Architecture, Correspondence, 1919-1930
Box 17, Folder 1-4	Fellowship in Landscape Architecture, Fundraising, 1919-1930
Box 17, Folder 5-8	Fellowship in Landscape Architecture, Recipients (Edward Lawson, Ralph Griswold, Norman Newton, Richard Webel), 1919-1930
Box 17, Folder 9	Guernsey, Roscoe (Executive Secretary), 1920-1923
Box 17, Folder 10	John Quincy Adams Ward, Correspondence, 1897-1898 (includes notification of election to the board, letters concerning purchase of Villa Aurora)
Box 17, Folder 11	Andrew F. West, Correspondence, 1918 (concerns Professor Curtis's salary)

Box 17, Folder 12

William L. Westerman, Correspondence, 1923-1935

(includes correspondence about the Jerome lectureship, rumors that a woman may be appointed Professor in Charge of Classical Studies, staffing, finances, controversy over proposed publication of a fellow's dissertation, diplomas for fellows, excavations, details of Professor Ogle's appointment, library, publication committee business, advisory council)

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Series 3: New York Office, 1855-circa 1981, undated

15 Linear feet (Boxes 17-32, 36; 5777-5795)

Since its founding the American Academy in Rome has maintained offices in New York. This office supports the work of the board of trustees and its many committees, and is responsible for administration of fellowship competitions, fundraising, and record keeping.

The series is organized into seven subseries.

- 3.1: Records of Staff, 1919-1950, undated
- 3.2: Rosters, 1895-1939, undated
- 3.3: Printed Matter, 1905-circa 1981
- 3.4: Photographs, 1891-1941, undated
- 3.5: Personal Papers, Memorabilia and Ephemera, 1855-1923, undated
- 3.6: Association of the Alumni of the American Academy in Rome, 1913-1945, undated
- 3.7: Miscellaneous Records, 1899-1926, undated

3.1: Records of Staff, 1919-1950, undated

Records of staff include the office files of executive secretaries Roscoe Guersney (reels 5777-5787), Meriwether Stuart (reels 5787-5788), and Mary T. Williams (reel 5788); librarian George K. Boyce (reel 5788); and endowment fund campaign secretaries Phillips B. Robinson (reel 5788) and Edgar I. Williams (reel 5788-5789).

The executive secretary, based in New York, handled nearly all routine administrative matters. Records of this office (8 linear feet) are mainly those of Roscoe Guernsey (7.33 linear feet), who held the post from 1919 to 1946; they represent the most extensive and comprehensive set of files among all of American Academy in Rome records. Prior to 1919, this type of information is found among the records kept by the Secretary and, to a slightly lesser extent, the president. Records of two later executive secretaries, Meriwether Stuart and Mary T. Williams, are less comprehensive (each 0.33 linear feet).

Other staff records are those of the librarian (2 folders) and endowment fund campaign secretaries (0.25 linear ft.). Although the library and its staff are based in Rome, records of George K. Boyce (former fellow in classical studies who was appointed librarian in 1939) are placed with those of the New York office staff because they are from the period when the academy was closed during the Second World War and all correspondence concerning library matters was addressed to him at the academy's New York office.

Records of the executive secretaries are first in the series, followed by the files of the librarian and the endowment fund campaign secretaries. For each individual correspondence files are followed by files arranged alphabetically by subject or name of the person to whom the file relates.

Box 17	Roscoe Guernsey (Executive Secretary)
Box 17, Folder 13	Correspondence, General, undated, 1919-1945
Box 17, Folder 14	Abbott, Frank Frost (Trustee), 1916-1921 (includes letters concerning Committee on Efficiency, Committee on Publications business)
Box 17, Folder 15	Adams, Herbert (Trustee), 1936
Box 17, Folder 16	Aldrich, Amey (sister of Director and official hostess during his tenure; Acting Director, Rome), 1937, 1941-1942

- (includes correspondence concerning research and publication of her history of Villa Aurelia, suggestions for management of academy while operations were suspended during World War II)
- Box 17, Folder 17-20 Aldrich, Chester H. (Committee on the School of Fine Arts; Director, Rome), 1933-1941
(includes correspondence about Committee on the School of Fine Arts business, appointment of Aldrich as director, finances, fellows, staffing, competitions, exhibitions, summer session, housing, publications, library, letters of sympathy on Aldrich's death, memorial service plans)
- Box 17, Folder 21 Alumni Exhibitions, undated, 1919-1923
(includes prospectus, unpublished checklist of 1919 exhibition, inquiries about circulating the exhibitions)
- Box 17, Folder 22 American Commission for the Protection and Salvage of Artistic and Historic Monuments in Europe, 1943
(concerns approval of resolution offering academy facilities to the commission)
- Box 17, Folder 23 Annuities (TIAA), 1923-1945
(concerning annuity payments for Roscoe Guernsey and Professor Van Buren)
- Box 17, Folder 24 Appointments, Elections, and Acceptances, 1921-1938
(regarding trustees, officers, committees)
- Box 17, Folder 25 Armed Forces Master Records, Inc., undated, 1943-1944
(correspondence concerning establishing libraries of recorded music for use by service men)
- Box 17, Folder 26 Armour, George A. (Trustee), 1915-1920
- Box 17, Folder 27 Atelier, undated, 1927-1933
(includes outline of plan for Atelier to be operated by the academy for use by visiting architects, painters, and sculptors; list of books to be purchased for the reference library, should the Atelier be open to women, notice of student arrivals and departures)
- Box 17, Folder 28 Baldwin, Henry de Forest (Trustee), 1940
- Box 17, Folder 29 Beebe, Dwight S. (Trustee; Finance Committee), 1942-1945
- Box 17, Folder 30-33 Benton, Hale P. (Assistant to Director, Rome), 1926-1945
(includes correspondence concerning appointment and responsibilities, publications, shipment of student works, budget, list of equipment for sculptors' studio, health insurance for fellows, reports on library and administrative work that continued while the academy was closed during World War II, provisions for his retirement)
- Box 18, Folder 1-5 Boring, William A. and Crane, Arthur H. (Treasurer and Assistant Treasurer), 1919-1938

- (includes correspondence regarding extension of fellowship time, classification of subscribers, collaborative prize competition, Boring's report as visiting professor of fine arts, housing for Professor Sanders and family, pianos for Rome, endowment fund, staffing, biographical notes, resolution upon his death)
- Box 18, Folder 6 Boyce, George K. (Librarian), 1929-1940
(includes correspondence about his appointment, news of library staff and activities, plans in the event that war conditions force the academy to close, Boyce's return to the U.S.)
- Box 18, Folder 7 Bradford, Lindsay (Treasurer), 1945-1946
- Box 18, Folder 8 Broadcasts, 1935-1942
(concerns broadcasts of works by winners of the Prix de Rome in musical composition, also arrangements for announcements of upcoming competitions)
- Box 18, Folder 9-10 Budget, 1931/32-1945/46
- Box 18, Folder 11 Carpenter, Rhys (Professor in Charge of Classical Studies), 1939-1945
(includes correspondence concerning his appointment, passport problems, activities of fellows, publications)
- Box 18, Folder 12 Cash Prize in Architecture, 1941-1942
(form letters about the competition, programs for preliminary and final competitions; see also Regional Competitions for 1941 and 1942)
- Box 18, Folder 13 Clark, Charles Upson (Professor of Classical Studies; Director, School of Classical Studies), undated, 1916-1919
(includes correspondence about the library, travel plans, income tax, opinions of executive committee members regarding continuing Clark's appointment, news of Clark's activities after returning to the U.S.)
- Box 18, Folder 14 Classical Senior Scholarships, A-Z, 1945
(correspondence with competitors, letters from recipients outlining their plans for graduate studies)
- Box 18, Folder 15-16 Classical Society of the American Academy in Rome, undated, 1938-1948
(includes constitution of the Classical Society of the American Academy in Rome, form letters to former students, lists of contributors to the classical school fund, lists of committees, annual reports, correspondence with officers, "Directory of the School of Classical Studies," newsletters)
- Box 18, Folder 17 Collaborative Problem, 1920-1931
(includes problem statements, jury reports, correspondence about regulations and funding, critiques of submissions)
- Box 18, Folder 18 Committee on the School of Classical Studies, 1921-1945
(includes correspondence concerning staffing, summer school, certificates and diplomas, news of students and staff, committee appointments,)
- Box 18, Folder 19 Council of the Academy, 1919-1944

- (includes lists of members, report, letters of appointment and acceptance)
- Box 18, Folder 20 Curtis, C. Densmore (Professor of Archaeology), 1919-1925
(includes correspondence concerning publications)
- Box 18, Folder 21 Customs Duty, 1921-1942
(correspondence and receipts regarding duty and other taxes paid on international shipments)
- Box 18, Folder 22-23 Davico, Riccardo (Secretary, Rome), 1927; 1935-1945
(financial reports, correspondence mainly regarding financial matters, also about shipments of student work, news of staff activities, help from Swiss Legation during World War II; detailed accounts of condition of grounds, buildings and occupants, with lists of equipment and supplies needed, report of theft at Villa Bellacci, repairs completed)
- Box 18, Folder 24 Davico-Longobardi Salary and Dollar Balances, 1940-1945
- Box 18, Folder 25 de Daehn, Peter (Assistant Librarian; Acting Librarian), 1935-1945
(includes accounts of portion of salary held in New York, also correspondence concerning publications, staffing and work responsibilities, salary supplement for de Daehn, inquiries from nephew requesting information about de Daehn's welfare)
- Box 18, Folder 26 Dinsmoor, William B. (Trustee; Acting Director, Rome), 1944
(July 1944-April 1945, unable to secure passport to travel to Rome to assume duties; includes correspondence about use of academy facilities by the Office of War Information)
- Box 18, Folder 27-28 Donor Acknowledgments, undated, 1921-1937
- Box 18, Folder 29 Donor Lists, undated, 1920-1938
- Box 19, Folder 1 Ely Loan Fund, 1916-1945
(includes applications, also correspondence concerning committee meetings, repayment of loans)
- Box 19, Folder 2 Endowment, undated, 1919-1941
(includes lists of contributors, correspondence with and about donors, also concerning fundraising, Horatio Parker Memorial Fellowship)
- Box 19, Folder 3-5 Fairbanks, Frank P. (Professor in Charge, School of Fine Arts) (folders slightly out of order on microfilm), 1921-1930
(includes correspondence about student work, collaborative problems, exhibitions, competitions, shipments, request for self-portraits of former fellows, inventories of studio furnishings, death notice, brochure and letter announcing the opening of a girls' finishing school in Rome operated by Mrs. Fairbanks and her daughter)
- Box 19, Folder 6 Faulkner, Barry (Annual Professor, School of Fine Arts; Chairman, Committee on the School of Fine Arts), 1922-1946
(includes cost estimate for Rome Prize in painting competition, correspondence concerning Ward-Thrasher Memorial, Faulkner's

- appointment as annual professor, fellows, competitions, nominations, suggestions for future development when the academy reopens following World War II, proposed program of study for fellows)
- Box 19, Folder 7-8 Fellows--Employment, 1922-1934
(correspondence about helping fellows find academic positions)
- Box 19, Folder 9 Fellows Serving in U.S. Armed Forces, undated, 1942-1945
- Box 19, Folder 10-13 Fellows-Travel Arrangements, undated, 1922-1941
- Box 19, Folder 14 Fellowship in Architecture-Accredited Schools, 1930-1939
- Box 19, Folder 15 Fellowship in Architecture-Miscellaneous Applications, 1924-1930
- Box 19, Folder 16-18 Fellowship in Architecture-Recipients, 1919-1938
(correspondence with and about architects Philip T. Shutze (1919), James Kellum Smith (1920), William Douglas (1924), Stuart M. Shaw (1925), Clarence D. Badgeley (1926), Homer D. Pfeiffer (1927), Cecil Clair Briggs (1928), B. Kenneth Johnston (1929), Walter L. Reichardt (1930), Henry D. Mirick (1931), Olindo Grossi (1933), Robert A. Weppner (1934), George T. Licht (1935), Richard Ayers (1936), Richard G. Hartshore (1937), and Erling F. Iverson (1938))
- Box 19, Folder 19 Fellowship in Classical Studies--Competition, 1929 and 1939
- Box 19, Folder 20 Fellowship in Classical Studies--Jury, 1939
- Box 19, Folder 21 Fellowship in Classical Studies--Lists of Recipients, 1913-1926
- Box 19, Folder 22 Fellowship in Classical Studies--Miscellaneous Applications, 1929-1939
- Box 19, Folder 23-28 Fellowship in Classical Studies--Recipients, 1913-1941
(Lists of fellows in classical studies, 1913-1926 and correspondence with and about Emily L. Wadsworth (1919); Walter R. Bryan and Ethel L. Chubb (1920); Homer F. Rebert and Robert S. Rogers (1923); Marion E. Blake, Florence H. Robinson, and Inez Scott (1924); Lillian B. Lawler and Charles A. Robinson, Jr. (1925); John Day, Frederick La Motte Santee, and Lillian Starr (1926); Henry Collice, Howard Comfort, and Mildred M. McConnell (1927); Raymond T. Ohl, James Oliver, and Irene Rosenszweig (1928); Franklin W. Jones, George E. McCracken, and Edmund T. Silk (1929); H. Ess Askew, Elizabeth C. Evans, and Adele Jeanne Kibre (1930); Alfred Gelstharp, Jr. and Agnes Kirsoff Lake (1931); Chester Carr Greene, Jr., Bernard M. Peebles, and Dorothy Schullian (1932); Aline L. Abaescherli, George K. Boyce, and Meyer Reinhold (1933); Richard A. Lattimore, Naphtali Lewis, and George J. Siefert, Jr. (1934); Susan M. Savage, Lucy T. Shoe, and Walter F. Snyder (1936); William T. Avery and Erling C. Olsen (1937); Frances G. Blank, Miriam Friedman, and Chester G. Starr, Jr. (1938); Donald Brown and Delight Tolles (1939); Lester C. Houck (1940); Robert A. Brooks, Robert A. Long, and Herbert Strange (1941))
- Box 20, Folder 1 Fellowship in Fine Arts--Competition, 1920-1923

- Box 20, Folder 2 Fellowship in Fine Arts--Miscellaneous Applications, 1922, 1925
- Box 20, Folder 3-8 Fellowship in Fine Arts--Recipients, 1919-1939
(correspondence with and about Salvatore Lascari (1919); Cecere Gaetano and Carlo Ciampaglia (1920); Harry Poole Camden, Jr. and A. Clement Finley, Jr. (1924); Walker Hancock and Michael J. Mueller (1925); Deane Keller and Joseph Kiselewski (1926); George H. Snowden (1927); Donald M. Mattison and David K. Rubins (1928); John M. Sitton and Sidney B. Waugh (1929); Salvatore De Maio and William M. Simpson (1930); Harry G. Ackerman and Warren T. Mosman (1931); James O. Mahoney (1932); Robert Amendola and Daniel Boza (1933); Gilbert Baneuer and Reuben Kramer (1934); Robert B. Green and Gifford MacGregor Proctor (1935); William Boyhan and Theodore Harrison Gibbs (1936); John Amore and Clifford E. Jones (1937); Harry A. Davis, Jr. and George Koren (1938); J. Robert McCloskey and Robert L. Pippenger (1939))
- Box 20, Folder 9 Fellowship in Landscape Architecture--Competition, 1920-1938
- Box 20, Folder 10 Fellowship in Landscape Architecture--Miscellaneous Applications, 1934
- Box 20, Folder 11-13 Fellowship in Landscape Architecture--Recipients, 1915-1939
(correspondence with and about Edward Lawson (1915 [completed after World War I]); Ralph Griswold (1920); Norman T. Newton (1923); Thomas D. Price (1925); Richard K. Webel (1926); Charles R. Sutton (1929); Richard C. Murdock and Neil H. Park (1931); Henry Chabanne and George Nelson (1932); Morris E. Trotter, Jr. (1933); Alden Hopkins (1934); James M. Lister (1935); Robert S. Kitchen (1936); John F. Kirkpatrick (1937); Stuart M. Mertz (1938); Frederick William Edmondson (1939))
- Box 20, Folder 14 Fellowship in Musical Composition--Competition, 1929, 1938
- Box 20, Folder 15-18 Fellowship in Musical Composition--Recipients, 1921-1939
(correspondence with and about Leo Sowerby (1921), George H. Elwell (1924); Robert Sanders (1925), Roger Sessions (1928); Normand Lockwood (1929), Werner Jansson (1930), Herbert R. Inch (1931), Vittorio Giannini (1932), Hunter Johnson (1933), Samuel Barber (1935), Kent W. Kennan (1936), Frederick Woltmann (1937), Charles Nagasaki (1938), and William Denny (1939))
- Box 20, Folder 19 Finance Committee, 1933-1949
- Box 20, Folder 20 Fraser, Leon (Treasurer), 1937-1945
(includes biographical notes, census of property in foreign countries, and correspondence about McKim trust fund and estate)
- Box 20, Folder 21 French, Daniel Chester (Trustee; McKim Memorial Committee), 1919-1932
(includes correspondence concerning shipment of Jennewein's work, possibility of maintaining studios in New York for use by returning fellows, resignation from board)
- Box 20, Folder 22 Garden Club of America Fellowship, 1926
(correspondence regarding fellowship for landscape architecture)

- Box 20, Folder 23 G.I. Fellowships, 1945
(correspondence about a proposal to offer fellowships to highly qualified soldiers who wish to study in Italy after discharge from the Army, notes on men interviewed for fellowships, finances)
- Box 20, Folder 24 Greene, Jerome D. (Trustee), 1937
(letter from Ambassador Phillips conveying his positive regard for the academy)
- Box 20, Folder 25 Gugler, Eric (Trustee), 1918-1945
(includes request for assistance with a Latin inscription, correspondence concerning a farewell gift for director Stevens, competitions)
- Box 20, Folder 26-27 Hammond, Mason (Professor in Charge of Classical Studies; Committee on the School of Classical Studies), 1935-1944
(includes detailed administrative suggestions for the Classical School, suggestions regarding fellows and procedures for selecting fellows, dispersal of surplus academy publications, assisting former fellows in finding employment, detailed summary of war time conditions at the academy and information about remaining staff, Hammond's plans for military service, news of former students in military service, discussion of Hammond becoming acting director in Rome and factors influencing his ultimate decision not to accept the offer)
- Box 20, Folder 28 Hendrickson, G. L. (Professor in Charge, School of Classical Studies), undated, 1919-1921
(includes correspondence concerning summer school)
- Box 20, Folder 29-30 Hewlett, James Monroe (Director, Rome), 1931-1939
(includes correspondence about staff and fellows, finances, reducing expenses, collaborative problems, "Special Report on the Disappearance of Werner Janssen's Bound Volumes of Musical Compositions," exhibitions, text of Professor Lamond's speech on the occasion of Mussolini's visit to the academy, housing, closing of Atelier, shipment of student work, trustee opinions about continuing Hewlett's appointment, text of Hewlett's radio address about the work of the Academy, Siro Maronita College's plans for expansion next door to the academy)
- Box 21, Folder 1 Institute of International Education, Paris, France, 1934-1936
(invitation to become an affiliate, academy's acceptance)
- Box 21, Folder 2 Inventory of Furniture and Equipment, 1941
- Box 21, Folder 3 James, Henry (First Vice President; Acting President), 1945
(includes correspondence concerning leave courses for servicemen to be held at the academy, question of whether employees on academy payroll may also accept payment for war work)
- Box 21, Folder 4 Thomas Spencer Jerome Lectureship, 1917-1944
(correspondence concerning committee business, Jerome estate's investments)

- Box 21, Folder 5 Johnson, Allan C. (Committee on the School of Classical Studies), 1944-1945
(includes correspondence concerning retirement age for academy faculty, advisory council)
- Box 21, Folder 6 Juries, 1925-1940
(letters of appointment and acceptance)
- Box 21, Folder 7 Kendall, William M. (Trustee), 1921, 1936
- Box 21, Folder 8 Kendall, William M.--Estate of, 1938-1942
(includes copy of his will naming the academy a beneficiary, memorial to Kendall by Royal Cortissoz)
- Box 21, Folder 9 La Farge, C. Grant (Secretary), undated, 1915-1939
(includes correspondence regarding resignation of Edwin H. Blashfield from the board, memorial minute for Ferruccio Vitale, memorial minute for C. Grant La Farge)
- Box 21, Folder 10 Lamond, Felix (Professor of Music), undated, 1920-1941
(correspondence about concerts, endowment committee, activities of fellows, *Music* magazine, Lamond's typical daily schedule, juries and competitions, problems with married students, text of radio address about the academy by Lamond, his music colony at Roquebrune, condolences on the death of Professor Lamond)
- Box 21, Folder 11 Lamond Fund [Lucretia Perry Osborn (Mrs. Henry Fairfield Osborn) Trust], 1926-1931 and 1940
(trust agreement and correspondence concerning distribution of the fund after Lamond's death)
- Box 21, Folder 12-13 Landscape Architecture, 1919-1946
(includes correspondence about extending fellowships, fundraising for fellowships, circular of American Society of Landscape Architects outlining minimum professional training, list of participants in all landscape architecture competitions, fellowship competitions and procedures, exhibitions, accredited schools, Garden Club of America fellowship, reports on activities of former fellows)
- Box 21, Folder 14-15 Lazarus Fellowship, 1917-1940
(includes correspondence concerning the Metropolitan Museum's use of work by Lazarus Fellows, appointment of fellows, list of fellows, resolutions of Metropolitan Museum trustees, increase in stipends)
- Box 21, Folder 16 Leases, 1936-1943
(regarding office space at 101 Park Ave., New York City)
- Box 21, Folder 17 Library Donations, 1923-1930
- Box 21, Folder 18 Library Orders, 1922-1945
- Box 21, Folder 19 Lord, Day & Lord (Legal Counsel), 1938-1944

- (includes correspondence regarding taxes, status of academy students under Selective Service Act)
- Box 21, Folder 20 Lord, Milton E. (Librarian), 1925-1930
(mainly concerns his appointment)
- Box 21, Folder 21 McClellan, George B. (Trustee; Vice President; Chairman, Library Committee), undated, 1922-1938
(includes correspondence about fellows, budget, library committee business, arrangements for McClellan's trip to Rome)
- Box 21, Folder 22 McCrea, Nelson G. (Professor of Classical Studies), 1921
(includes letter describing Villa Bellacci where MacCrea might live
McDaniel, Walton Brooks (Annual Professor of Classical Studies), 1921)
- Box 21, Folder 23 McDaniel, Walton Brooks (Annual Professor of Classical Studies), 1921
- Box 21, Folder 24 Mead, William R. (President), 1920-1927
(fundraising and Endowment Fund, Polasek's bust of McKim, exhibitions, establishment of an Atelier, fellows, administrative matters, competitions)
- Box 21, Folder 25 Mellon, Edward P. (Trustee; Chairman, Committee on Endowment), 1919-1925
(includes correspondence about fellows, endowment fund)
- Box 21, Folder 26 Mendell, Clarence W. (Committee on Publications), 1932-1941
- Box 21, Folder 27 Moe, Henry Allen (Trustee), 1943
- Box 21, Folder 28 Morey, Charles R. (Director, Rome), 1945
(includes correspondence concerning salaries in Rome, leave courses at the academy for U.S. servicemen, condition of Villa Chiaraviglio)
- Box 21, Folder 29 Morgan, J. Pierpont, Jr. (Trustee), 1920
(board resolution electing J. P. Morgan, Jr. a Founder of the American Academy in Rome in gratitude for debt cancellation)
- Box 21, Folder 30 Music Department, 1920-1942
(includes a brief history of the department, proxies approving establishment of the department, fundraising, correspondence concerning musical fellowships and competitions, activities of fellows, dismissal of fellow Winter Watts, Horatio Parker Fellowship)
- Box 21, Folder 31 Music Publications, 1937-1945
(includes orders, correspondence regarding music manuscripts being considered for publication, contracts, invoices)
- Box 21, Folder 32 Nominating Committee, 1930-1944
(mainly notifications and acceptances of election)
- Box 21, Folder 33 Norton, Charles D. (Trustee), 1919-1923

- (includes correspondence about beginning to acquire additional land on the Janiculum, Norton's resolution for establishing a permanent Department of Music)
- Box 21, Folder 34 Ogle, Marbury B. (Professor in Charge of Classical Studies), 1931-1934
(includes correspondence regarding his appointment, fellows, annual trip to Greece, advisory council, finances)
- Box 21, Folder 35 Osborn, Mrs. Henry Fairfield (Donor), 1922-1928
(includes correspondence concerning Gala Concert, fundraising for the Department of Music)
- Box 21, Folder 36 Parrish, Samuel L. (Donor), 1924-1929
(includes correspondence concerning sculpture fellowships, Parrish's donation, appointment of Parrish Art Museum Fellow)
- Box 21, Folder 37 Pine, John B. (Legal Counsel), 1920-1922
(correspondence about revision of by-laws and constitution, memorial resolution)
- Box 21, Folder 38-39 Platt, Charles (Committee on the School of Fine Arts; President), 1922-1933
(includes correspondence concerning executive committee business, fellows, staff duties, housing, publications, architectural competition procedures, suggestions for additions to work required of the architectural students, married students, collaborative problem, exhibitions, appointment of director Hewlett, establishment of Alumni Medal, shipment of student work, reducing expenses and salaries in Rome, discussion of closing Villa Aurelia, memorial resolution)
- Box 21, Folder 40 Pope, John Russell (President), 1935-1938
(includes correspondence about the library, staffing, finances, memorial resolution)
- Box 22, Folder 1 Prix de Rome Medal (designed by Harry Camden), undated, 1940-1942
(includes announcement of competition and related correspondence, arrangements for production of the winning design, thank you letters from recipients)
- Box 22, Folder 2 Publications, Annual Contributors Pamphlet, 1927-1928
(correspondence concerning specifications and production)
- Box 22, Folder 3 Publications, Mailing Lists, 1928-1939
- Box 22, Folder 4 Publications, *Memoirs of The American Academy in Rome and Monographs Published*, 1920-1941
(includes lists of orders, correspondence concerning production, expenses, copyright)
- Box 22, Folder 5-11 Publications, Orders, 1920-1947
- Box 22, Folder 12 Publications, *Villas and Grounds of Italy* by Amey Aldrich and John Walker, 1938-1941

- (distribution list, correspondence regarding marketing of the pamphlet, orders)
- Box 22, Folder 13-15 Publicity, undated, 1921-1944
(news releases and related correspondence, invoices for printing)
- Box 22, Folder 16 Rand, Edward K. (Trustee; Committee on the School of Classical Studies; Committee on Publications), 1919-1931
(includes correspondence concerning committee on publications business, summer school, contributing colleges)
- Box 22, Folder 17-19 Regional Competitions, 1941 and 1942
(includes announcement of competition for cash awards when war time conditions made it impossible to send fellows to Rome, correspondence with members of the Committee on the School of Fine Arts, participating institutions; lists of districts and supervisors, budgets, schedules, reorganization of districts, lists of jurors; see also: Cash Prize in Architecture)
- Box 22, Folder 20 Rolfe, John C. (Professor of Classics; Committee on the School of Classical Studies), 1920-1940
(includes correspondence concerning taxes, juries, publications, method of selecting fellows)
- Box 22, Folder 21 School of Classical Studies, undated, 1938-1943
(includes form letters addressed to the Friends of the School of Classical Studies, mainly concerning fundraising; also, letters about the Classical Society, scholarship competition, placement)
- Box 22, Folder 22-24 School of Classical Studies, Advisory Council, 1922-1945
(includes correspondence about representatives appointed to the advisory council, contributing colleges, juries, fundraising, prize scholarships; also, lists of members, committees, juries)
- Box 22, Folder 25-27 School of Classical Studies, College and University Annual Subscriptions, 1920-1931
- Box 22, Folder 28 School of Classical Studies, Lists of Directors and Professors, 1895-1933
- Box 22, Folder 29 School of Classical Studies, Lists of Students/Fellows, 1895-1933
- Box 23, Folder 1-6 School of Classical Studies, Summer Sessions, 1923-1939
(no sessions held 1933-1936; includes correspondence concerning publicity, appointment of Grant Showerman as director of the program, enrollment, form letters to participants, memorial book fund, discontinuation of summer sessions due to the Depression, requests to reinstate the program, plans for resuming the program, hiring of Professor Rowell, curriculum, travel arrangements, pension reservations; sample diploma, report)
- Box 23, Folder 7 School of Fine Arts--Advisory Council, 1924-1928
(includes form letter outlining council functions, letters from colleges supporting the idea of establishing a council with recommendations)

for representatives, letters of appointment and acceptance, fellowship competitions; also, list of members and jury chairmen)

- Box 23, Folder 8 Shipments of Students' Work, undated, 1932-1938
- Box 23, Folder 9 Smith, James Kellum (Committee on the School of Fine Arts; Acting Treasurer; President), 1935-1945
(correspondence about administrative matters, provisions for Benton and Professor Van Buren, recommendations concerning Villa Aurelia)
- Box 23, Folder 10 Sowerby, Leo, undated, 1935-1944
(includes press release, correspondence concerning recommendation for publication, nominating committee business)
- Box 23, Folder 11-22 Stevens, Gorham Phillips (Director, Rome), 1919-1932
(includes correspondence concerning Red Cross use of academy facilities, extension of fellowship time, shipment of student work, Thrasher-Ward Memorial competition, exhibitions, fellows, collaborative problems, publications, summer school, staffing, housing, Manship fountain, contributing colleges, fundraising, retirement annuities, travel plans, library, assisting fellows with finding work upon their return to America, unveiling of the McKim and Founders' Monuments with color drawings of suggested academic regalia, suggestions for Classical School improvements, opposition to appointment of married fellows)
- Box 23, Folder 23 Taxes, 1932-1943
- Box 23, Folder 24 Taylor, Lily Ross (Fellow in Archaeology), 1920-1923
(includes correspondence about opening opportunities for women fellow in the School of Fine Arts, housing for women students fundraising for this purpose)
- Box 23, Folder 25 Thrasher-Ward Memorial Competition, undated, 1920-1925
(competition announcement,; correspondence concerning inscription, unveiling; photograph of drawing for the memorial; site plan)
- Box 23, Folder 26 Trowbridge, Breck (Committee on the School of Fine Arts), 1919-1925
(includes correspondence about extension of fellowship time, married fellows, memorial resolution)
- Box 24, Folder 1-4 U.S. Trust Company, 1919-1944
- Box 24, Folder 5-6 Van Buren, Albert W. (Museum Curator; Editor; Professor of Archaeology), 1933-1945
(includes correspondence concerning publications, annuity policy, authors requests for distribution of offprints, VanBuren's plans to remain at the academy for the duration of the war, bank deposits, requests for Van Buren's friends to ship food, thank you letters for gifts of food packages, progress report on museum inventory, letter of thanks from U.S. Army for leave courses taught by Professor Van Buren)
- Box 24, Folder 7 Villa Aurelia, 1944-1945

(includes "Birds Eye View of the Villa Aurelia and adjoining lands on the Janiculum Hill, Rome," floor plan, opinions on advisability of selling the property, report of Special Committee on Villa Aurelia)

- Box 24, Folder 8 Walker, John (Trustee), 1940-1944
- Box 24, Folder 9-10 Wilkins, H. Blakiston (Executive Secretary, Rome), 1919-1921
(includes correspondence noting arrival of staff, fellows, and affiliated students, shipment of student work, academic council, housing, publications, expenses, exchange rate, purchase of truck for Academy, proper Italian title for Wilkins, policy and practice regarding traveling fellows, contributions to the library)
- Box 24 Meriwether Stuart (Executive Secretary)
- Box 24, Folder 11 General Correspondence, 1946
- Box 24, Folder 12 Baldwin, Sherman (Legal Counsel), 1946
(correspondence concerning taxes)
- Box 24, Folder 13 Beebe, Dwight (Finance Committee), 1946
(finance committee business, budget)
- Box 24, Folder 14 Bradford, Lindsay (Treasurer), 1946
- Box 24, Folder 15 Classical Scholarships, 1946
(correspondence with competitors and recipients; includes receipts for payment of stipends, recipients' plans for the coming academic year)
- Box 24, Folder 16 Classical Society of the American Academy in Rome, 1946
(includes form letter about Hale P. Benton's situation with an appeal to alumni for financial assistance; also, correspondence regarding the newsletter)
- Box 24, Folder 17 Council of the Academy, 1946
(printed list of council members, letters of appointment and acceptance)
- Box 24, Folder 18 Davico, Riccardo (Secretary, Rome), 1945-1946
(includes 1944-45 annual report, monthly reports, cash statements)
- Box 24, Folder 19 Davico-Longobardi Salary and Dollar Balances, 1945-1946
- Box 24, Folder 20 Dinsmoor, William Bell (Secretary), 1945-1946
- Box 24, Folder 21 Fulbright Bill, 1946
(includes "Report on Trip to Washington in Interest of Fulbright Bill," letters to friends of the Academy requesting that they urge their representatives to support the bill)
- Box 24, Folder 22 G.I. Fellowships, 1946
(includes correspondence with State Department and individual students about fellowships and veterans' benefits)

- Box 24, Folder 23 Johnson, Allan C. (Trustee; Committee on the School of Classical Studies), 1945-1946
- Box 24, Folder 24 Library, 1945-1946
(includes memorandum on the library's conditions and needs, lists of periodicals received, correspondence discussing library procedures and acquisitions)
- Box 24, Folder 25 Library Committee, 1946
(includes bibliography of works in classical and related studies published in the United States during World War II, correspondence about purchases)
- Box 24, Folder 26 Library Orders/Payments, 1946
- Box 24, Folder 27 Mendell, Clarence (Committee on the School of Classical Studies), 1946
(includes correspondence about Jerome Lectureship Fund, library, reopening of the academy)
- Box 24, Folder 28 Morey, C. R. (Acting Director), 1945-1946
(includes correspondence concerning expenses, exchange rate, library, G.I. fellows, Ambassador's interest in renting Villa Aurelia, board action on Professor Van Buren's retirement, housing, appointment of director Roberts, repairs to Villa Aurelia, difficulties in hiring a librarian, Fulbright Bill)
- Box 24, Folder 29 Music Publications, 1946
(correspondence and estimate relating to possible publication of symphony by Arthur Kreutz)
- Box 24, Folder 30 Roberts, Laurance P. (Director, Rome), 1946
(includes correspondence concerning Fulbright Bill, library, and fellowships)
- Box 24, Folder 31 Smith, James Kellum (President), 1946
(includes correspondence about the library)
- Box 24, Folder 32 Trustees, 1945-1946
(correspondence concerning G.I. Bill of Rights, nominations, elections, assistance to Professor and Mrs. Van Buren; also, form letters, attendance record)
- Box 24, Folder 33 Van Buren, Albert W. (Museum Curator; Editor; Professor of Archaeology), 1945-1946
(correspondence concerning annuity deposits to Professor Van Buren's account)
- Box 24, Folder 34 Vatican Payments, 1945-1946
(correspondence about loans to the academy during World War II)
- Box 24 Mary T. Williams (Executive Secretary)
- Box 24, Folder 35 Baldwin, Sherman (Legal Counsel), 1946-1947

- (correspondence about tax exemptions and bequests; also, memorial minute)
- Box 24, Folder 36 Bradford, Lindsay (Treasurer), 1946-1947
- Box 24, Folder 37 Brown, Frank E. (Professor in Charge of Classical Studies), 1947
(includes correspondence concerning travel arrangements)
- Box 24, Folder 38 Budget, 1947-1948
- Box 24, Folder 39 Classical Society of The American Academy in Rome, 1946-1947
(includes correspondence regarding finances and scholarships; also, list of Classical Fellows, list of Classicists connected with the academy prior to 1913)
- Box 24, Folder 40 Council of the Academy, 1947
(notices of election and letters of acceptance)
- Box 24, Folder 41 Customs Duty, 1949-1950
(correspondence and receipts regarding shipments of books and music scores from Rome)
- Box 24, Folder 42 Davico, Riccardo (Secretary, Rome), 1946-1947
(includes correspondence concerning disposition of personal property stored at the academy, repairs to be paid, travel arrangements)
- Box 24, Folder 43 Endowment Fund, 1950
(correspondence relating to a small residual account of the Boston Committee on deposit since 1932)
- Box 24, Folder 44 Finance Committee, 1946-1947
(includes correspondence about outstanding debts due the Ely Loan Fund and Olmsted Travel Fund)
- Box 24, Folder 45 Fulbright Bill, 1946-1957
(correspondence regarding assistance for study abroad, with related newspaper clippings)
- Box 24, Folder 46 Library, undated, 1946
(procedure for the purchase of publications for the library; lists of books and periodicals)
- Box 24, Folder 47 McIlhenny, Henry (Trustee), 1947
(correspondence concerning arrangements for him to deliver a small package to the academy when he travels to Rome)
- Box 24, Folder 48 Mendell, Clarence (Committee on the School of Classical Studies), 1946-1947
(includes correspondence regarding requests to defer fellowships, senior scholarships, appointment of Professor Brown)
- Box 24, Folder 49 Moore, Lamont (Assistant Director, Rome), 1947

- (correspondence concerning travel arrangements, taxes)
- Box 24, Folder 50 Morey, C. R. (Acting Director), 1947
- Box 24, Folder 51 Music Publications, 1947-1948
(includes correspondence and estimates for publication of scores by Robert Sanders and Arthur Kreutz)
- Box 24, Folder 52 Musicology, School of, Summer Session at the American Academy in Rome, 1947
(includes printed brochure, correspondence regarding admission, travel arrangements, payment of tuition)
- Box 24, Folder 53 Nominating Committee, 1947
- Box 24, Folder 54 Roberts, Laurance P. (Director, Rome), undated, 1946-1947
(includes correspondence regarding travel arrangements, personal possessions stored at the academy, excavation at Veii, summer school, food and soap shortages, summer school, Lazarus Fellowship fund, repairs to academy buildings, fellowships, housing and inability to accommodate families with children, taxes, finances, Watkins' change of plans due to his wife's poor health, exchange rate, Villa Richardson)
- Box 24, Folder 55 Rowell, Henry T. (Director, Summer Sessions), 1948
- Box 24, Folder 56 Smith, James Kellum (President), 1946
- Box 24, Folder 57 Visitors at the Academy and Requests to Visit, A-Z, 1947
- Box 24, Folder 58 Warsher, Tatiana (CARE packages), 1947-1948
- Box 24, Folder 59 Watkins, Franklin C. (Trustee), 1947
(correspondence concerning his appointment as artist in residence, inquiry about artists supplies currently available in Italy with list of items required, change of plans due to his wife's poor health, notice of election to board of trustees)
- Box 25 George K. Boyce (Librarian)
- Box 25, Folder 1 General Correspondence, 1940-1941
- Box 25, Folder 2 Serials Correspondence, 1940-1941
- Box 25, Folder 3 Phillips B. Robinson (Endowment Fund Campaign Secretary),
Correspondence, 1913-1914
(with endowment committee members concerning prospective donors, fundraising plans, preparation of pamphlet)
- Box 25 Edgar I. Williams (Endowment Fund Campaign Secretary)
- Box 25, Folder 4 Correspondence, 1919-1920

(concerning continuation of endowment fund campaign, work of Boston Committee, alumni endowment fund)

Box 25, Folder 5-6	Financial Records, 1920 (expenses and petty cash)
Box 25, Folder 7	Fundraising Book, 1919-1920 (text and related correspondence)
Box 25, Folder 8-9	Fundraising Events, 1920 (Academic reception, Feb. 24, and Italy America Society dinner, March 5)
Box 25, Folder 10	Lists, Alumni, 1919-1920
Box 25, Folder 11	Lists, Committees, 1919-1920
Box 25, Folder 12	Lists, Mailing, 1919-1920
Box 25, Folder 13	Lists, Possible Contributors, 1919-1920
Box 25, Folder 14	Lists, Subscribers, 1919-1920

3.2: Rosters, 1895-1939, undated

This subseries (0.75 linear feet, reels 5789-5790) consists of printed forms filled out by fellows and visiting students indicating biographical information, academic and professional background, and dates in attendance. Many include attachments, usually letters, requesting a recommendation or verification of attendance, with occasional news clippings. The correspondence indicates that these files were maintained simultaneously by the secretary and executive secretary, probably as a reference file. Some forms, especially those from the period when the institution was the American School of Architecture in Rome, are copies made many years later and contain the notation: "Please fill out and return. May 1, 1914."

Box 25, Folder 15	Comments Written on Fine Arts Rosters, 1914
Box 25, Folder 16-21	School of Fine Arts Rosters, A-Z, 1895-1939
Box 25, Folder 22-25	School of Classical Studies Rosters, A-Z, 1912-1938
Box 25, Folder 26-30	School of Classical Studies, Summer Sessions Rosters, undated, 1923-1932; 1937-1939

3.3: Printed Matter, 1905-circa 1981

Printed matter (5.2 linear feet, reels 5790-5794) includes material produced by the academy and material produced by others relating to the academy. Items produced by the academy include that which relates to the academy in general, and that which relates specifically to the School of Classical Studies and the School of Fine Arts. Material relating specifically to the School of Classical Studies includes annual announcements, the consolidation agreement, a directory, fellowship announcements and applications, lecture announcements, newsletters, and brochures about summer sessions. School of Fine Arts printed matter includes annual announcements, concert programs, exhibition checklists and catalogs, fellowship announcements and application forms, a history, and newsletters.

Printed matter produced by others consists of three scrapbooks of news clippings and photographs compiled by the American Academy in Rome, extensive clipping files, and articles from miscellaneous publications. All of these items are about the American Academy in Rome, or are by or about individuals associated with the institution. Also included is a poster for Leave Courses offered at the Academy for U. S. servicemen.

Appendix A: American Academy in Rome Printed Matter, 1911-1964 lists printed matter loaned for microfilming in 1965.

Box 26	General
Box 26, Folder 1	Act of Incorporation and By-Laws, 1905-1940
Box 26, Folder 2	Annual Report , 1930-1931
Box 26, Folder 3	Confidential Memorandum on the American Academy in Rome, 1913 (produced for fundraising purposes, 2 editions)
Box 26, Folder 4	Constitution, 1902
Box 26, Folder 5	Directory of Fellows and Residents, [1981?]
Box 26, Folder 6	General Information, 1905
Box 26, Folder 7	History, 1913-1927
Box 26, Folder 8	Library, undated, 1923
Box 26, Folder 9-11	Newsletter from the Director, 1915-1929
Box 26, Folder 12	Officers, Trustees, etc., 1911-1920
Box 26, Folder 13	Publications, 1917, 1938-1939 (prospectus for <i>Memoirs of the American Academy in Rome</i> and publications lists including <i>Papers and Monographs of the American Academy in Rome</i>)
Box 26, Folder 14	Special Events, 1905-1929 (announcements, programs, etc., including announcements for meeting of incorporators, and the twentieth anniversary; also menu for farewell dinner for new fellows)
Box 26	School of Classical Studies
Box 26, Folder 15-16	Annual Announcements, 1915-1940
Box 26, Folder 17	Consolidation with the American School of Classical Studies in Rome, 1911 (agreement and plan of administration)
Box 26, Folder 18	Directory, 1942

Box 26, Folder 19	Fellowships, undated, 1941-1952 (announcements, application forms, examination questions, etc.)
Box 26, Folder 20	General Information, 1913-1922 (circulars regarding the consolidation of the American School of Classical Studies in Rome and the American Academy in Rome, and an appeal for financial support, 1913; "A Brief Account of the School of Classical Studies of the American Academy in Rome," by Professor E. K. Rand, 1913; and "A Brief Account of the School of Classical Studies," 1922-1923)
Box 26, Folder 21	Lecture Announcements, undated, 1932-1940
Box 26, Folder 22-24	Newsletter, 1915-1940
Box 26, Folder 25	Summer Sessions, n.d, 1923-1951
Box 26	School of Fine Arts
Box 26, Folder 26	The American Academy in Rome at the New York World's Fair and the Golden Gate Exposition, 1939 (booklet of photographs of works by Fellows commissioned for the fairs)
Box 26, Folder 27-28	Annual Announcements, 1899-1939
Box 26, Folder 29	Concert Programs, 1923-1939
Box 26, Folder 30-31	Exhibitions, undated, 1896-1939
Box 26, Folder 32	Fellowships, undated, 1910-1953 (announcements, application forms, and general information)
Box 26, Folder 33	Fellowships in Architecture, undated, 1910-1947
Box 26, Folder 34	Fellowships in the History of Art, 1947
Box 26, Folder 35	Fellowships in Landscape Architecture, undated, 1937-1947
Box 26, Folder 36	Fellowships in Musical Composition, undated, 1942
Box 26, Folder 37	Fellowships in Painting, 1908-1909
Box 26, Folder 38	Fellowships in Sculpture, 1909
Box 26, Folder 39	General Information, circa 1911-1913, 1930 ("A Brief Account of the School of Fine Arts of The American Academy in Rome," by C. Grant La Farge, 1913; "Work of the Department of Musical Composition, 1921-1930")
Box 26, Folder 40	Newsletter, 1914-1932
Box 27	Printed Matter Produced by Others

- Box 27, Folder 1 Scrapbooks Volume 1: News Clippings, 1905-1922
(general articles about the American Academy in Rome; fundraising activities, including Damrosch Fund Concerts; and feature articles concerning fellowship winner)
- Box 27, Folder 2 Scrapbooks Volume 2: News clippings, and Other Printed Matter, 1911-1912
(focuses largely the consolidation with the American School of Classical Studies and the death of Secretary Frank D. Millet; other printed matter consists of general brochure about the American Academy in Rome, 1907; proof sheets and final version of "The American Academy in Rome and The American School of Classical Studies in Rome Consolidation Agreement," 1911; By-Laws, 1911; notice of Frank Miles Day's illustrated lecture about the American Academy in Rome, sponsored by the Architectural League of New York, 1911; announcements and application for American Academy in Rome fellowship competition; Francis Davis Millet memorial booklets, 1912; U.S. House of Representatives, Committee on the Library, report on the American Academy in Rome and text of an act permitting expansion of its scope, 1912)
- Box 27, Folder 3 Scrapbooks Volume 3: News clippings, Other Printed Matter, and Photographs, 1938-1940
(exhibition announcements and concert programs of former fellows; also, photographs of: "Exhibition in NY of works submitted for fellowship AAR, 1940;" murals by Gerald Foster, visiting painter, 1936-7; mural decorations by Allyn Cox, undated)
- Box 27, Folder 4-26 News Clippings, 1909-1937, undated
- Box 28, Folder 1-31 News Clippings, 1938-1951
- Box 29, Folder 1-30 News Clippings A - Z, 1920-1938
(includes individual folders for Classical Fellows, Walter Damrosch, and Paul Manship)
- Box 30 Articles from Miscellaneous Publications
- Box 30, Folder 1 Congressional Bills and Reports about the American Academy in Rome, 1902-1912 and 1932
- Box 30, Folder 2 About the American Academy in Rome, undated, 1910-1933
- Box 30, Folder 3 By, About, or Mentioning Individuals Associated with the American Academy in Rome, undated, 1912-1947
- Box 30, Folder 4 Poster, Leave Courses about Rome's Cultural Heritage, circa 1945
(also stored in OV folder 36; courses included lectures at the American Academy in Rome)
- Box OV 36 Oversized Poster, Leave Courses about Rome's Cultural Heritage , circa 1945

3.4: Photographs, 1891-1941, undated

The photographs are arranged into the following categories: works of art, people, buildings, places, events, and miscellaneous.

Photographs are on reels 5794-5795.

Box 30	Works of Art
Box 30, Folder 5-20	By Visiting Students and Fellows, A - Z
Box 30, Folder 21	By Frank D. Millet
Box 30, Folder 22-44	Collaborative Problem, undated, 1910-1911, 1913, 1915-1917, 1920-1939
Box 30, Folder 45-48	Rome Prize Competition in Architecture, undated, 1926-1934, 1940-1941
Box 30, Folder 49	Rome Prize Competition in Landscape Architecture, undated, 1937
Box 30, Folder 50-52	Prix de Rome Competition Exhibition, Grand Central Art Galleries, New York, 1938-1939, 1941
Box 31	People
Box 31, Folder 1-2	Individuals, A - Z, and unidentified
Box 31, Folder 3	Summer School students, 1926-1927, undated
Box 31, Folder 4	Fellowship Winners, 1937, undated
Box 31, Folder 5	Groups, Unidentified, undated
Box 31	Buildings
Box 31, Folder 6	Academy Building ("New Building")--Exterior construction, circa 1912-1914
Box 31, Folder 7	Academy Building--Exterior, 1929
Box 31, Folder 8	Academy Building ("New Building")--Interior construction and model for library chair, 1914
Box 31, Folder 9	Academy Building--Interior, Library, 1926
Box 31, Folder 10	Three New Studios, 1909
Box 31, Folder 11-12	Villa Aurelia
Box 31, Folder 13	Villa Mirafiore
Box 31, Folder 14	Villa Richardson, 1926
Box 31, Folder 15	Unidentified

Box 31, Folder 16-17	Architecture Students Measuring Buildings in Rome and Florence, 1917
Box 31	Places
Box 31, Folder 18	Views from AAR Property, circa 1917 (includes pictures of restaurant, Aurelian wall, and soldiers drilling)
Box 31, Folder 19	Unidentified, undated
Box 31	Events
Box 31, Folder 20	Cricket Games, 1891 and undated (one identified as Manheim, Philadelphia vs. Lord Hawke's XI, Sept. 25-28, 1891)
Box 31, Folder 21	Thanksgiving Dinner, 1913
Box 31, Folder 22	Architectural League Exhibition, 1916
Box 31, Folder 23	Fourth of July Dinner, 1917
Box 31, Folder 24	Manship Fountain Inauguration, 1926
Box 31, Folder 25	Miscellaneous, "South Elevation--Proposed Building for Staff, American Academy in Rome" (drawing by Gorham Phillips Stevens), 1927

3.5: Personal Papers, Memorabilia and Ephemera, 1855-1923, undated

These records (0.66 linear feet, reel 5795) were donated to the American Academy in Rome from various sources or otherwise left on its premises. None are official records generated by the institution and some predate the institution. Included are: Ernest Lewis' photograph album/scrapbook; Allan Marquand's papers; Charles F. McKim's memorabilia, photographs, printed matter, and artifacts; Charles R. Morey's correspondence; and Elihu Vedder's Bible.

Ernest Lewis, fellow in architecture, was at the American Academy in Rome, circa 1908-1911. Little is known of him other than that he practiced architecture in New York. The Ernest Lewis scrapbook, included in this subseries, includes photographs of Lewis and his fellow students (many identified, most likely at a later date), circa 1908-1911; interior views of Mirafiore and Lewis in Egypt; photographs of architectural renderings and drawings of architectural details (some by Lewis, others unsigned); clippings and printed matter about architecture, including illustrations of a prize-winning work, and articles about French architects Constant Désiré Despradelle and Jean Louis Pascal; photographs and reproductions of architectural renderings of Roman buildings and entries in various architectural competitions; a McKim, Mead & White label [possibly a bookplate]; a reprint from *The Technology Review*, November 1912, of an article about Constant Désiré Despradelle; "Rome Letter," 1913 and undated, by George S. Koyle, Fellow in Architecture, American Academy in Rome; and an article about Jean Louis Pascal from *Journal of the American Institute of Architects*, circa 1913.

Allan Marquand (1853-1924) was professor of art history and archaeology at Princeton University, from 1883 until his death in 1924. Between 1896 and 1897 he served as a professor in the School of Classical Studies in Rome. From approximately 1909 to 1923, he chaired the annual meeting of the Committee on Medieval and Renaissance Studies of the Archaeological Institute of America, a committee which originated in the School of Classical Studies. Papers relating to Marquand and included in this subseries

were given to the American Academy in Rome by Miss Lucy Shoe, who had received the materials from the Marquand family.

Charles Follen McKim (1847-1909), after studying at Harvard, and the Ecole des Beaux Arts, and working in the offices of H. H. Richardson, in 1879 formed the architectural firm of McKim, Mead, and White. After meeting other architects and artists at the 1893 World's Columbian Exposition in Chicago and discussing with them the advantages of studying art in Europe, McKim proposed the idea for a school in Europe for American artists. From this plan emerged the American School of Architecture in Rome which eventually became the American Academy in Rome. In addition to being a founder, McKim served as trustee, treasurer, and president; in the early days, McKim's determined service and financial help were responsible for the institution's continued existence. Acquisition documents relating to McKim's files are contained in this subseries and include an itemized list of the gift, labeled as follows: "Documents, property of Mr. McKim, which were brought from Mr. Smith's office by Mr. Dolan (21/8/47) to be left with record in A.A.R. office (in small black case in closet)." Items 10, 11, 12 (case of drawing instruments, 18" ruler, and sketch by unknown artist) were not among the materials received from the American Academy in Rome by the Archives of American Art.

Charles R. Morey (1877-1965) was a professor of art and archaeology at Princeton University, a fellow at the American School of Classical Studies in Rome in 1903, and professor of classical studies at the American Academy in Rome from 1925 to 1926. From 1945 to 1947, Morey served as Acting Director, and later Director of the American Academy in Rome. Morey's correspondence is included in this subseries.

Mural painter Elihu Vedder (1836-1923), a resident of Rome, was affiliated with the firm of McKim, Mead and White during a stay in America from 1897 to 1898. Nothing is known of the circumstances under which the Elihu Vedder Bible, included in this subseries, became the property of the academy.

This subseries is arranged alphabetically by name of individual to whom the material relates, then by subject.

Box 31, Folder 26-27	Ernest Lewis Photograph Album/Scrapbook, circa 1908-1917
Box 31	Allan Marquand Papers
Box 31, Folder 28	Acquisition, 1951 (label from package and brief explanatory note)
Box 31, Folder 29	American Institute of Archaeology, Committee on Medieval and Renaissance Archaeology, Annual Reports, 1905-1916
Box 31, Folder 30	American Institute of Archaeology, Committee on Medieval and Renaissance Archaeology Minutes, 1909-1923
Box 31, Folder 31	Bibliography, Introduction to Etruscan and Roman Archaeology, undated
Box 31, Folder 32	Correspondence, 1896-1920 (concerns fundraising for archaeological fellowships, fellowship candidates, and business of the Committee on Medieval and Renaissance Archaeology of the Archaeological Institute of America)
Box 31, Folder 33	History of the School of Classical Studies, circa 1909 (notes compiled by Marquand)

Box 31	Charles F. McKim Memorabilia, Photographs, Printed Matter, and Artifacts
Box 31, Folder 34	Acquisition
Box 31	Memorabilia
Box 31, Folder 35	Business card of Charles F. McKim, Architect with Gambrell & Richardson
Box 31, Folder 36	Resolution of the Trustees of Columbia College, November 4, 1899 (thanking McKim for his gift of \$20,000 to endow traveling scholarships for graduate architects; in leather presentation case, with letter of transmittal to Miss McKim, November 22, 1909)
Box 31, Folder 37	Proceedings of "University Day," University of Pennsylvania, February 22, 1909 (stored in OV folder 36: program for ceremony in which McKim was presented an honorary doctor of laws degree; in personalized leather presentation binding Resolution of Society of Columbia University Architects, on the death of Charles Follen McKim, November 1, 1909)
Box 31, Folder 38	Invitation to meeting of the American Institute of Architects, December 15, 1909 (commemorating the life and services of Charles Follen McKim)
Box OV 36	Certificate of Election as Academician, National Academy of Design, May 8, 1907
Box OV 36	Diploma, Master of Arts, Bowdoin College, undated
Box OV 36	Diploma, Honorary Doctor of Law, University of Pennsylvania, February 22, 1909
Box OV 36	Diploma, Honorary Doctor of Letters, Columbia College, 1904
Box OV 36	Life Membership certificate, American Academy in Rome, April 25, 1905
Box 31, Folder 39	Photographs of Charles F. McKim <ul style="list-style-type: none"> • Daguerreotype, circa 1855 (stored in black cabinet, drawer 8: in machine-tooled leather case with red velvet lining, metal clasp, 7.5 x 6.2 cm) • Album, undated, 1869 (contains 13 portraits, 11 cartes de visite and 2 tintypes)
Box 31, Folder 40	Photographs of Others <ul style="list-style-type: none"> • James Miller McKim (father of Charles F. McKim), undated • Unidentified Woman (possibly McKim's mother or another relative), undated
Box 31, Folder 41	Printed Matter <ul style="list-style-type: none"> • Portrait of Charles F. McKim (letterpress halftone), undated

- Church, Albert E. Plates to "Descriptive Geometry," by Albert E. Church. New York, A.S. Barnes and Burr, 1865. (inscribed: "Charles F. McKim, Sept. 1866, Used at Paris while preparing for L'Ecole de Beaux Arts--1867--")

- Box 31, Folder 42 Artifacts [unfilmed]
- Steel printing block for McKim's monogram, undated
 - Brass printing plate for calling card of John W. Beatty, Director, Carnegie Institute, undated
- Box 31, Folder 43 Charles R. Morey Correspondence, 1920
(regarding the Committee on Medieval and Renaissance Studies of the American Archaeological Institute; also, fellowship application of Albert M. Friend, Jr.)
- Box 31, Folder 44 Elihu Vedder's Bible (1 wrapped package)
(published by B. Waugh and T. Mason, for the Methodist Episcopal Church, New York, 1833 [cover lacking]; inscribed: "Sent on from Florida rec'd in Rome, Feb. 24th, 1912 by Elihu Vedder")

3.6: Association of the Alumni of the American Academy in Rome, 1913-1945, undated

Records of the Association of the Alumni of the American Academy in Rome (1.5 linear inches, reel 5795) consist of a small number of scattered records including correspondence, fellows' war/government service information (compiled by Sidney Waugh), membership lists, and a newsletter.

- Box 31, Folder 45 Correspondence , undated, 1913-1945
(includes correspondence about fundraising, invitation to participate in an exhibition to be circulated by the American Federation of Arts, nominations and elections, and form letter soliciting ideas about the direction Academy should take after World War II)
- Box 31, Folder 46-47 Fellows' War/Government Service Records (compiled by Sidney Waugh), 1946
(completed forms, A-Z, correspondence, lists, etc.)
- Box 31, Folder 48 Membership Lists, undated
- Box 31, Folder 49 Newsletter, Nov. 1919

3.7: Miscellaneous Records, 1899-1926, undated

Miscellaneous records consist of writings and architectural records. Writings consist of published and unpublished manuscript material about the American Academy in Rome and its history. Two files relate to a 1922 issue of *Art and Archaeology* issue on the American Academy in Rome. The School of Fine Arts Section file consists of an outline indicating it was to feature articles by G. P. Stevens, F. P. Fairbanks, P. H. Manship, and Russell Cowles. The file includes the text of Stevens's article, *Rome Preeminently the Center for the Advanced Study of Architecture*, with illustrations; photographs of "Diogenes, detail of a composition called 'The Philosophers' by Ezra Winter, Fellow in Painting of the American Academy in Rome;" and photographs of Greco-Roman sculpture to illustrate Manship's article. The School of Classical Studies Section file includes *The School of Classical Studies* manuscript by G. M. Wicher with illustrations, including a portrait of Tracy Peck (1838-1921), Director of the American School of Classical Studies in Rome and the school library at Via Vicenza. It also includes the manuscripts, with illustration of *Literature, History and Religion*, by Nelson G. McCrea, *Archaeology*, by A. W. Van Buren,

and *Publications and Museum*, by C. Densmore Curtis (including a view of the Museum of the American Academy in Rome and photographs of individual items in its collections).

Architectural records [oversize] include property and floor plans of the Villas Aurora, Chiaraviglio, Ferrari, and Ludovisi.

Miscellaneous records are on reel 5795.

- Box 32, Folder 1 Articles about The American Academy in Rome and its History, undated, circa 1899-1926
(includes pieces by Frank D. Millet, Edwin H. Blashfield, William R. Mead, and Frank Miles Day, as well as many unsigned articles and fragments)
- Box 32, Folder 2 "Suggestions for a Beginner Undertaking a Decoration *Ensemble* Involving (Paintings-Ornaments & Gold Work," by H. Siddons Mowbray, 1916)
- Box 32, Folder 3 Text and Illustrations for *Art and Archaeology* School of Classical Studies and Fine Arts Sections, 1922
- Box 32, Folder 4 Fragments of Unidentified Letters, undated
- Box OV 37 Villa Aurora, undated
(plan of property, pen and ink drawing on architects' linen)
- Box OV 37 Villa Chiaraviglio, 1921
(basement plan, first-floor plan, second-floor plan, and third-floor plan, all on one sheet, blueprint)
- Box OV 37 Villa Ferrari, undated
(2 plans of property, pen and ink on architects' linen)
- Box OV 37 Villa Ludovisi, Casiono dell' Aurora, undated
(ground floor plan, first story plan, second story plan, and roof plan, 4 pencil drawings)

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Series 4: Rome Office, 1903-1947, undated

3 Linear feet (Boxes 32-34; reels 5795-5800)

This series contains records maintained by the Rome office of the American Academy in Rome.

Records are arranged into two subseries.

- 4.1: Records of Staff: Directors and School of Fine Arts Faculty, 1903-1947, undated
- 4.2: Personal Papers of Director Gorham Phillips Stevens, 1912-1931, undated

4.1: Records of Staff: Directors and School of Fine Arts Faculty, 1903-1947, undated

This subseries consists primarily of the office files of the Rome office directors but also contains four folders of records of the School of Fine Arts faculty. The records document the administration of the School of Fine Arts, the School of Classical Studies, and their facilities in Rome. The most extensive and complete files are those of Gorham Phillips Stevens (1.25 linear feet, reels 5796-5798). Records of other directors, H. Siddons Mowbray (reel 5795), George Breck (reel 5795), Jesse Benedict Carter (reel 5795-5796), James Monroe Hewlett (reel 5798), Chester H. Aldrich (reel 5798), Amey Aldrich (reel 5798), Charles R. Morey (reel 5798), Laurance P. Roberts (reel 5798), Frank P. Fairbanks (reel 5799), and Felix Lamond (reel 5799) are quite incomplete and range in size from 1 folder to 0.5 linear feet.

H. Siddons Mowbray's correspondence includes letters to McKim about the Villa Aurora, expenses, exhibition, and the King and Queen attending the academy opening; a letter from Charles Keck about his studio; and correspondence concerning endowment fundraising.

George Breck's correspondence includes a letter to Secretary Millet about appraisal of the Villa Mirafiore and Madam Loyson's idea of starting a girls' school in Rome that would be a branch of the American Academy in Rome. It also includes letters from Rockefeller's secretary declining to participate in the academy's proposed endowment.

General correspondence of Jesse Benedict Carter concerns competitions, use of the terms "fellowship" and "scholarship," an exhibition, Committee on the School of Classical Studies business, a request for extension of fellowship time, and activities of fellows. Endowment fundraising correspondence concerns Carter's lecturing activities on behalf of the academy's endowment fund and appeals to individuals for contributions. A folder concerning the Villa Mirafiore contains correspondence regarding an agreement to use the Villa Mirafiore as a hospice for mutilated Italian soldiers.

Gorham Phillips Stevens served as director in 1912. During Carter's tenure as director, from 1913 to 1917, Stevens was director of the School of Fine Arts and served as acting director during Carter's frequent absences. He was acting director following Carter's death in 1917, and in 1919 became the director. His general correspondence includes "Suggestions for the Management of the Academy during the absence of the Director in America;" correspondence about a proposed publication; requests for museum passes; letters of introduction; inquiries about fellowship competitions; travel arrangements; letters concerning shipment of art work, concerns about war conditions, and Daniel Chester French's opinion of the proposed purchase of an enlarging machine for the sculptors; George Breck's comments on prices set by artists for their work; and letters concerning summer school, housing for women, the possibility of McKim's daughter giving his medals and diplomas to the academy, and the trustees decision to inaugurate a new educational policy under a new director.

There is one folder of material relating to Amey Aldrich, sister of Chester H. Aldrich, who acted as an assistant and official hostess during his tenure, and probably served as acting director for a brief time following Mr. Aldrich's death. The folder includes a report on the administrative situation of the academy, ideas about closing the academy during World War II, and evaluation of staff. Material also concerns repairs to buildings, staffing, and receipts for academy funds held by Chester Aldrich and returned after his death.

Records of the directors comprise the bulk of the subseries and are first in the subseries. Records of faculty members Frank P. Fairbanks and Felix Lamond are at the end of the subseries. Director and faculty member names are indicated in bold at the top of each file group.

File groups for each individual begin with any general correspondence and are then arranged alphabetically by subject or name of individual to whom the file relates.

Box 32, Folder 5	H. Siddons Mowbray, Correspondence, undated, 1903-1906
Box 32, Folder 6	George Breck, Correspondence, 1906-1910
Box 32	Jesse Benedict Carter
Box 32, Folder 7	General Correspondence, undated, 1913-1916
Box 32, Folder 8	Endowment Fundraising, undated, 1912-1914
Box 32, Folder 9	Villa Mirafiore, 1916
Box 32	Gorham Phillips Stevens
Box 32, Folder 10-18	General Correspondence, undated, 1912-1934
Box 32, Folder 19-20	Academic Council Minutes, 1919-1932
Box 32, Folder 21	Annual Report (notes), 1916
Box 32, Folder 22	Association of Alumni of the American Academy in Rome (includes letter about collaborative problem), 1914-1915
Box 32, Folder 23	Benton, Hale P. (Assistant to Director, Rome), 1926-1932 (includes correspondence regarding Benton's appointment and his duties)
Box 32, Folder 24	Blashfield, Edwin H. (Committee on the School of Fine Arts), undated, 1916-1928 (includes correspondence about a plan for preparing a students' guide to art in Italy, fresco, war conditions, and Blashfield's love of Italy)
Box 32, Folder 25-26	Boring, William A. (Treasurer)/Arthur H. Crane (Assistant Treasurer), 1913-1932 (includes correspondence concerning construction of new building, responsibility for academy finances in Carter's absence, fees connected with the sale of Villa Mirafiore, married fellows, housing)
Box 32, Folder 27-28	Carter, Jesse Benedict (Director, Rome), undated, 1913-1917 (includes correspondence about new building, Villa Aurelia; Millet's bequest of costumes, books, and photographs; staffing, housing, President Mead's visit to Rome, fellows, exhibitions, academy servants, finances and expenses, war conditions, extension of fellowship time, Carter's death; also, notes and letters from Mrs. Carter)
Box 32, Folder 29	Collaborative Problem, 1916

- Box 32, Folder 30-33 Conferences, 1926-1930
(correspondence and printed matter relating to conferences attended by Stevens: Archaeological Congress in Palestine and Syria 1926; International Archaeological Congress, Rhodes, 1928; Archaeological Institute of Germany, Berlin, 1929; International Archaeological Congress, Algeria, 1930)
- Box 33, Folder 1 Davico, Riccardo (Secretary, Rome), 1928
- Box 33, Folder 2 Del Frate, Gastone (Legal Counsel), 1913-1929
(includes correspondence about Heyland will, taxes, Villa Aurelia)
- Box 33, Folder 3 Egbert, James C. (Committee on the School of Classical Studies), 1922-1932
(correspondence concerning search for permanent head of the School of Classical Studies, fellows, housing, staffing, contributing colleges)
- Box 33, Folder 4-7 Exhibitions, 1913-1917
(correspondence, invoices, and shipping lists concerning academy entries in the Architectural League of New York exhibitions, 1915-1917, and the Paris Salon, 1913)
- Box 33, Folder 8 Fairbanks, Frank P. (Professor in Charge, School of Fine Arts), 1919-1929
(includes letters with news of Paul Manship, exhibitions, and recommendations for strengthening the academy's library)
- Box 33, Folder 9-11 Fellows, undated, 1913-1927
(correspondence with and about current and former fellows A-Z, including suggestions for improving the Academy, rules relative to married fellows, letters of introduction, shipment of art work)
- Box 33, Folder 12 Frank, Tenney (Professor in Charge of Classical Studies), 1924
- Box 33, Folder 13 Galassi Architetti, 1915-1929
(correspondence with architects for Janiculum improvements)
- Box 33, Folder 14 Guernsey, Roscoe (Executive Secretary), 1920-1932
(includes correspondence about shipment of student work, articles for *Art & Archaeology*, housing, fellows, staffing, inventory of china and linens in apartments for annual professors, gifts)
- Box 33, Folder 15 Kelsey, Francis W. (Trustee), 1915, 1924
(includes correspondence regarding his plans to visit Rome, recommendation that Villa Aurelia be used for embassy purposes)
- Box 33, Folder 16 Kendall, William M. (Trustee), 1913-1930
(correspondence concerning responsibilities and titles of officers in Rome, collaborative problem, academy monuments, new building, Mead's burial in Rome with description and diagram of his cemetery plot)
- Box 33, Folder 17-18 La Farge, C. Grant (Secretary)/Wolfe, W.R. (Associate Secretary)/ Moses, Lionel (Assistant Secretary), 1912-1932

- (includes correspondence about Stevens' responsibilities and title, married fellows, letters of introduction, collaborative problem, fellows, competitions, exhibitions, shipment of student work and packing lists, expense reduction, war conditions, gifts, fellowship in landscape architecture, extension of fellowship time, staffing, Professor Clark's war work, *Art & Archaeology* issue on the academy, salaries)
- Box 33, Folder 19 Lamond, Felix (Professor of Music), undated, 1924-1928
(includes correspondence about fellows, music studios in Villa Aurelia)
- Box 33, Folder 20 Laurie, Charles (Bursar), 1913-1915
- Box 33, Folder 21 Library and Publications, undated, 1912-1929
(includes correspondence proposing a "Letter from Rome" column for *The Journal of the American Institute of Architects*, correspondence about articles on the academy for other periodicals, recommendations for purchases of books on landscape architecture, book orders)
- Box 33, Folder 22 McClellan, George B. (Library Committee; Vice President), 1914-1930
(includes correspondence concerning opinions about the war, Library Committee business, housing, salaries, Villa Aurelia expenses)
- Box 33, Folder 23-24 Mead, William R. (President), 1911-1928
(includes Stevens' letter of application for the position of director, with biographical information; correspondence concerning condition of Villa Aurelia, director Carter's style of management, new building; Stanford White's son, Lawrence; endowment, exhibitions, taxes, housing, fellows, collaborative problem, international hostel in Rome for women, acquisition of property adjacent to the academy, staffing)
- Box 33, Folder 25 Mellon, Edward P. (Trustee; Endowment Committee), 1913-1915; 1922-1923
(includes correspondence concerning details of the academy fellowship competitions to be held in Paris, Polasek's activities, travel plans, new building, servants, Endowment Committee business)
- Box 33, Folder 26 Notes re: Castle of Bolsena and St. Peter's, undated
(possibly Fellows' projects)
- Box 33, Folder 27 Platt, Charles A. (Vice President; Acting President; Committee on the School of Fine Arts; President), 1928-1932
(includes suggestions for improving the quality of fellows, staffing, studios, housing, salaries, ideas for Mead memorial, proposed curriculum changes, collaborative problem, married fellows, endowment fundraising, problem with fellows sneaking women into Villa Aurelia during the night, announcement of director Hewlett's appointment)
- Box 33, Folder 28 Richardson, W. Symmes (Professor of Fine Arts), 1914-1915, 1925
(includes letter expressing Stevens' opinion of the Ward-Thrasher memorial)
- Box 33, Folder 29 Rotch Traveling Scholarship, 1915

- (requests for candid opinions of the Rotch Scholarship men)
- Box 33, Folder 30 Sanders, Henry A. (Annual Professor of Classical Studies), 1915
- Box 33, Folder 31 Showerman, Grant (Director, Summer Session), 1928
- Box 33, Folder 32 Trowbridge, Breck (Acting President; Vice President; Committee on the School of Fine Arts; Chairman, Endowment Committee), 1915-1926
(correspondence about collaborative problem, ideas for revision of curriculum, architecture fellow Victor L. S. Haffner's plan for third year project)
- Box 33, Folder 33 Van Buren, Albert W. (Librarian; Professor of Archaeology), 1913-1928
(mainly correspondence concerning library business)
- Box 33, Folder 34 Vitale, Ferruccio (Committee on Landscape Architecture), 1927-1932
(includes correspondence about fellows)
- Box 33, Folder 35 West, Andrew (Committee on the School of Classical Studies), 1924
(letter about where funds might be found to hire Showerman as permanent Professor in Charge of the School of Classical Studies)
- Box 33, Folder 36 Wilkins, H. Blakiston (Executive Secretary, Rome), 1920-1921
(includes correspondence concerning budget, Wilkins' resignation)
- Box 33 James Monroe Hewlett
- Box 33, Folder 37 General Correspondence, 1934-1935
- Box 33, Folder 38 Academic Council Minutes, 1935
- Box 33, Folder 39 Aldrich, Chester H. (Committee on the School of Fine Arts), 1933-1935
(includes correspondence about extending fellowship time for Nelson and Chabanne, collaborative problem, exhibitions, fellows)
- Box 33, Folder 40 Boring, William A. (Treasurer), 1933
- Box 33, Folder 41 Davico, Riccardo (Secretary, Rome), 1933
(letters about exchange rate, possible reduction in the number of fellows in the coming year)
- Box 33, Folder 42 Del Frate, Gastone (Legal Counsel), 1935
(correspondence concerning possible dispute over proposed building plans of neighboring Siro Maronita College)
- Box 33, Folder 43 Guernsey, Roscoe (Executive Secretary), 1933-1935
(letters about budget, expense reduction, fellows' activities, repairs and alterations to Villa Aurelia, film of Mussolini's visit to the academy, exhibitions)
- Box 33, Folder 44 La Farge, C. Grant (Secretary), 1933-1934

- (includes correspondence concerning financial, educational and social problems observed by Hewlett during his first year as director; proposed bequest of a collection of artifacts)
- Box 33, Folder 45 McClellan, George B. (Acting President), 1933
(letter about Hewlett's moving expenses and debt to academy)
- Box 33, Folder 46 Platt, Charles A. (President), 1933
(includes correspondence regarding donations to Vitale memorial fund, reduction of expenses by closing Villa Aurelia and moving the director to Villa Bellacci)
- Box 33, Folder 47 Pope, John Russell (President), 1933-1935
(includes correspondence about expense reduction, relation of fellows to Director and to one another, fellows' work and progress)
- Box 33 Chester H. Aldrich
- Box 33, Folder 48 Committee on the School of Classical Studies (James C. Egbert, Chairman), 1936-1938
- Box 33, Folder 49 Committee on the School of Fine Arts (James Kellum Smith, Chairman), undated, 1935-1937
(includes letters about work of the fellows)
- Box 33, Folder 50 Guernsey, Roscoe (Executive Secretary), 1935-1940
- Box 33, Folder 51 McClellan, George B. (Vice President), 1937-1939
(letters about fellows, property, library)
- Box 33, Folder 52 Pope, John Russell (President), 1935-1937
(includes letters about overspending on studio upkeep, library, activities of staff and fellows, budget, Italian income tax, problems with neighboring Siro Maronita College's building plans, concerts at Villa Aurelia, married fellows, funeral of Mrs. Mead, exhibitions, visitors)
- Box 33, Folder 53 Smith, James Kellum (President), 1937-1940
(letters about staff and student activities, library, condition of buildings and grounds, travels, evaluation of fellows, finances and expense reduction, Department of Music, exhibitions, visitors, suicide of Librarian Schnacke, staffing, collaborative problem, recommendations of the Committee on the Welfare of Women Students, budget, political conditions, staff housing, arrangements for students to return to the U.S., suggestions for staffing and work that should continue during wartime)
- Box 33, Folder 54 Aldrich, Amey, General Correspondence, 1941
- Box 33 Charles R. Morey
- Box 33, Folder 55 Davico, Riccardo (Secretary, Rome), 1945-1946
(includes correspondence about wages of Academy servants, expenses)
- Box 33, Folder 56 Library, 1945

- Box 33, Folder 57 Smith, James Kellum (President), 1945-1946
(letter about salaries, boarding discharged soldiers at the Academy, opinion about selling Villa Aurelia)
- Box 33 Laurance P. Roberts
- Box 33, Folder 58 General Correspondence, 1946-1947
- Box 33, Folder 59 Brown, Frank E. (Professor in Charge of Classical Studies), 1947
(letter of welcome, correspondence concerning housing)
- Box 33, Folder 60 Davico, Riccardo (Secretary, Rome), 1947
(includes correspondence concerning work on buildings and grounds)
- Box 33, Folder 61 Fulbright Bill, 1947-1948
(correspondence expressing hopes that the Academy will be considered for participation in the program)
- Box 33, Folder 62 Hammond, Mason (Trustee), 1946
(includes correspondence about staffing)
- Box 33, Folder 63 Howe, George (Architect in Residence), 1947
(correspondence concerning his appointment)
- Box 33, Folder 64 Lord, Milton E., 1946-1947
(correspondence regarding appointment of a librarian)
- Box 33, Folder 65 Mendell, Clarence (Committee on the School of Classical Studies), undated, 1946-1947
(correspondence about staffing, publications)
- Box 33, Folder 66 Moore, Lamont (Assistant Director), 1947
(includes letter of appointment, report on activities of fellows and staff)
- Box 33, Folder 67 Morey, Charles R., (Acting Director, Rome), 1946-1947
(includes correspondence regarding arrival of Laurance Roberts, housing)
- Box 33, Folder 68 Smith, James Kellum (President), 1946-1947
(includes correspondence concerning Roberts' appointment, negotiations with candidate for position of librarian, staffing, buildings, library, fellowships, housing)
- Box 33, Folder 69 Stuart, Meriwether (Executive Secretary), 1946
(request to help exiled sculptor Ivan Mestrovich)
- Box 33, Folder 70 Villa Aurelia, 1945-1947
(includes correspondence regarding alterations and their estimated costs)
- Box 33, Folder 71 Williams, Mary T. (Executive Secretary), 1947
(letter about housing, fellowships, visitors to the academy, plans to hold a reception for embassy officers)

- Box 33, Folder 72 Frank P. Fairbanks (Professor of Fine Arts), Correspondence, 1923-1930
(includes letters about collaborative problem, shipment of student work, studio equipment, fellow Walker Hancock's need to accept commissions in order to aid his mother financially or sacrifice his fellowship to return home)
- Box 33 Felix Lamond (Professor of Music)
- Box 33, Folder 73 Correspondence, 1922-1932
(includes letter outlining the history and accomplishments of the Department of Music, correspondence about plans to establish an alumni music colony in Europe, library needs, suggestions for music jurors)
- Box 33, Folder 74 Endowment Campaign--Fundraising Correspondence, 1919-1920
- Box 33, Folder 75 Endowment Campaign--Horatio Parker Fund, 1920
(includes mailing lists, lists of donors and honorary committee members; correspondence regarding raising an endowment for the Department of Music and a fellowship in memory of Horatio Parker)

4.2: Personal Papers of Director Gorham Phillips Stevens, 1912-1931, undated

The personal papers of director Gorham Phillips Stevens were also preserved by the Rome office. They consist of correspondence with relatives and friends, financial records, and correspondence and printed matter of various charitable organizations in which Stevens actively participated or had interest. General correspondence includes correspondence regarding personal business, invitations, thank you notes, holiday and get well wishes, letters of introduction, condolences on the death of his mother, honorary degree from Harvard, family news, and congratulations on his book about the Erectheum.

The personal papers of director Gorham Phillips Stevens are on reels 5799-5800.

- Box 34, Folder 1-6 General Correspondence, undated, 1912-1932
- Box 34, Folder 7 Legal Correspondence and Wills, 1922-1931
(mainly relating to the estate of his aunt Harriet S. Cabot)
- Box 34, Folder 8 Financial Records, Banking, 1912-1929
(includes Italian banks and State Street Trust Co., Boston; also, bank and fund pamphlets)
- Box 34, Folder 9 Financial Records, Insurance (Frank Arthur), 1920-1928
(correspondence, policies)
- Box 34, Folder 10 Financial Records, Investments, 1914-1929
(mainly correspondence with stockbrokers Jackson & Curtis)
- Box 34, Folder 11 Financial Records, Purchases, 1914-1927
(correspondence, invoices)
- Box 34, Folder 12 Financial Records, Travel Expenses, 1923-1928
(correspondence, invoices)

Box 34, Folder 13	Charitable Activities, American Red Cross, Correspondence, undated, 1917-1922
Box 34, Folder 14	Charitable Activities, American Red Cross, Financial Records, 1918-1919, undated
Box 34, Folder 15	Charitable Activities, American Red Cross, Notes, undated, 1918
Box 34, Folder 16	Charitable Activities, American Red Cross, Printed Matter, undated, 1917-1918
Box 34, Folder 17	Charitable Activities, Archaeological Organizations (A-Z), 1912-1929
Box 34, Folder 18	Charitable Activities, Architectural Organizations (A-Z), 1913-1929
Box 34, Folder 19	Charitable Activities, Arts Organizations (A-Z), 1915-1928
Box 34, Folder 20	Charitable Activities, Miscellaneous Notes, undated
Box 34, Folder 21	Charitable Activities, Miscellaneous Organizations, Canada, England, and Greece, 1916-1928
Box 34, Folder 22	Charitable Activities, Miscellaneous Organizations, Italy, Anglo-American Nursing Home, undated, 1914-1929
Box 34, Folder 23	Charitable Activities, Miscellaneous Organizations, Italy, Italian War Relief Fund of America, undated, 1917-1922
Box 34, Folder 24	Charitable Activities, Miscellaneous Organizations, Italy, Keats-Shelley Memorial Association, undated, 1915-1928
Box 34, Folder 25	Charitable Activities, Miscellaneous Organizations, Italy, St. Paul's American Protestant Episcopal Church in Rome, undated, 1913-1929
Box 34, Folder 26	Charitable Activities, Miscellaneous Organizations, Italy, Other Organizations (A-Z), 1920-1928
Box 34, Folder 27	Charitable Activities, Miscellaneous Organizations, Switzerland, 1923
Box 34, Folder 28	Charitable Activities, Miscellaneous Organizations, United States (A-Z), 1915-1929
Box 34, Folder 29	Charitable Activities, Miscellaneous Organizations, Schools, Universities, and Libraries (A-Z), 1913-1927
Box 34, Folder 30	Miscellaneous, Menus, undated, 1918

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Series 5: Unprocessed Addition to the American Academy of Rome Records, 1933-2002

31.6 Linear feet (Boxes 35-103)

This unprocessed addition contains correspondence and subject files for the New York office's presidents, vice president, treasurer, director of finance, and executive secretaries.

Box 35-46	Smith, James K., Correspondence and Subject Files A-Z, 1933-1958
Box 47-58	Rapuano, Michael, Correspondence and Subject Files A-W, 1959-1970
Box 59-60	Lee, Rensselaer, Correspondence and Subject Files A-Z, 1969-1973
Box 61-62	Rowell, Henry T., Correspondence and Subject Files A-Z, 1972-1974
Box 63-69	Martin, Harold C., Correspondence and Subject Files A-Z, 1974-1976
Box 70	Martin, Harold C., Chronological Files , 1974-1976
Box 71-73	Lacy, William N., Correspondence and Subject Files A-Z, 1976-1981
Box 74-75	Rand, Calvin G., Correspondence and Subject Files A-Z, 1981-1983
Box 76-77	Consagra, Sophie C., Correspondence and Subject Files A-Z, 1983-1988
Box 78-80	Consagra, Sophie C., Chronological Files , 1986-1988
Box 81	Sargent, John T., Correspondence and Subject Files, 1988-1989
Box 82	Lee, Rowell, Lacy, Rand, Consagra, Correspondence and Subject Files, 1970-1986
Box 83-92	Linker, Wayne A., Correspondence and Subject Files, 1970s-2002 Administration A-Q, 1970s-2002 Administration R - Development A-C , 1970s-2002 Development C-Y - New York , 1970s-2002 People - Publications C, 1970s-2002 Publications I - Programs A , 1970s-2002 Programs A-F, 1970s-2002 Programs F-L , 1970s-2002 Programs L-V - Subject Files A-T, 1970s-2002 Subject Files W - Travel , 1970s-2002

Box 93-94	Linker, Wayne A., Chronological Files , 1990-2002
Box 95	Chapin, Donald C., Correspondence and Subject Files A-Z, 1971-1976
Box 96-98	Chapin, Donald C., Chronological Files , 1971-1975
Box 99	Ng, Henry, Chronological Files , 1985-1988
Box 100-103	Chronological Files , 1959-1985
	Williams, Mary T. , 1959
	Boland, Emily Schumacher , 1974-1975
	Edwards, Elizabeth , 1976
	Green, Ruth D. , 1976-1981
	Unidentified Executive Secretary , 1982-1985

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