



# Smithsonian

*Archives of American Art*

A Finding Aid to the Emily A. Francis papers,  
circa 1910s-1969, in the Archives of American Art

Anna Rimel

2023/09/14

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## Collection Overview

<b>Repository:</b>	Archives of American Art
<b>Title:</b>	Emily A. Francis papers
<b>Date:</b>	circa 1910s-1969
<b>Identifier:</b>	AAA.franemil
<b>Creator:</b>	Francis, Emily A., 1879-1966
<b>Extent:</b>	10 Linear feet
<b>Language:</b>	English .
<b>Summary:</b>	The Emily A. Francis papers, circa 1910s-1969, measure 10 linear feet and include organizational records of Contemporary Arts and affiliated member organization, Collectors of American Art, Inc., founded and directed by Emily A. Francis in 1929 and 1937, respectively. The collection consists of biographical material, foundation and board materials, correspondence, artist files, gallery files, exhibition files, membership materials, business and financial material, printed material, scrapbooks, artwork, and photographs.

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## Administrative Information

### Acquisition Information

Donated in 1965 by Emily A. Francis and in 2023 by Peter Van Doren, a client of Francis.

### Available Formats

Portions of the collection are available on 35mm microfilm reels D224-D226 & D232-D233 available at Archives of American Art offices and through interlibrary loan. Researchers should note that the arrangement of material described in the finding aid does not reflect the arrangement of the collection on microfilm.

### Processing Information

The collection was processed, and a finding aid prepared by Anna Rimel in 2023.

### Preferred Citation

Emily A. Francis papers, circa 1910s-1969. Archives of American Art, Smithsonian Institution.

### Restrictions

This collection is open for research. Access to original papers requires an appointment and is limited to the Archives' Washington, D.C. Research Center.

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## Biographical / Historical

Emily A. Francis (1879-1966) (also known as Emily Jacobs) was the director of the Contemporary Arts gallery (also known as Contemporary Arts, Inc.) in New York, which she founded in 1929 and incorporated into a membership organization in 1931.

Inspired by the American Art-Union (1839-1851), she organized the Collectors of American Art, Inc. in 1937, which was associated with the gallery and initially called the Painting of the Month Club. Contemporary Arts held group shows and selected original artist prints and paintings to distribute annually to Collectors of American Art, Inc. paying members, which began at \$5.00 per year. The stated mission of Collectors of American Art, Inc. was "to encourage production and distribution of Fine Art in America." Contemporary Arts sponsored painters and sculptors and exhibited their works in annual traveling exhibitions to universities and art centers across the country, as well as internationally; held regular Monday evening open house receptions for artists to exhibit their paintings and sculptures and chat with the public; and held monthly "Meet the Artist" parties for high schoolers to talk with the artists. Francis was born in Christchurch, New Zealand, and first visited the United States in 1913, emigrating in 1916. She remained director of Contemporary Arts and Collectors of American Art, Inc. until her death in New York City in 1966, at the age of 87.

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## Scope and Contents

The Emily A. Francis papers, circa 1910s-1969, measure 10 linear feet and include organizational records of Contemporary Arts and affiliated member organization, Collectors of American Art, Inc., founded and directed by Emily A. Francis in 1929 and 1937, respectively. The collection consists of biographical material, foundation and board materials, correspondence, artist files, gallery files, exhibition files, membership materials, business and financial material, printed material, scrapbooks, artwork, and photographs.

Biographical materials include personal financial material and documents relating to Francis' emigration from New Zealand in 1916. Foundation and board materials document the founding and continuing business of Contemporary Arts and Collectors of American Art, Inc. through board books, meetings minutes, by-laws, and articles of incorporation. Correspondence is with New York and international artists, as well as members, institutions, galleries, and board members; and artist files consist of correspondence, scattered photographs, exhibition materials, and consignment and loan agreements. Among the artists featured extensively in correspondence and artist files are Edward Betts, Virginia Cuthbert, Charles Logasa, and Sam Middleton.

Contemporary Arts gallery files document gallery activities through consignment and loan files to institutions and galleries, inventory records, sign-in registers, and event files. Exhibition files include loan agreements, exhibition price lists, and exhibition catalog mock-ups, as well as scattered correspondence. The files also include membership registers, member bulletin mock-ups, and other membership files, as well as financial ledgers with sales and artist accounts, leases and legal documents, receipts and invoices, and other business and financial material. Exhibition announcements and catalogs, member bulletins and annual reports, "The Bulletin of the Collectors of American Art, Inc.," and other printed material, are also included. Fifteen scrapbooks contain clippings, exhibition announcements and catalogs relating to Contemporary Arts and Collectors of American Art, Inc. Extensive artwork consists of a charcoal sketch, paintings and paint sketches, and original prints, including woodcuts and serigraphs. Photographs are of Emily A. Francis and others, gallery installation views, events, and artwork.

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## Arrangement

The collection is arranged as 12 series.

- Series 1: Biographical Material, 1921-1966 (0.1 linear feet; Box 1)
- Series 2: Foundation and Board Materials, 1928-1969 (0.6 linear feet; Box 1)
- Series 3: Correspondence, 1924-1964 (1.9 linear feet; Boxes 1-3)
- Series 4: Artist Files, 1933-1964 (0.3 linear feet; Box 3)
- Series 5: Contemporary Arts Gallery Files, 1930-1966, undated (1.1 linear feet; Boxes 3-4)
- Series 6: Exhibition Files, 1931-1965 (0.8 linear feet; Box 5)
- Series 7: Membership Materials, 1935-1966, undated (0.4 linear feet; Boxes 5-6)
- Series 8: Business and Financial Material, 1928-1966 (1.3 linear feet; Boxes 6-7)
- Series 9: Printed Material, 1931-1966, undated (Boxes 7-8)
- Series 10: Scrapbooks, 1931-1962 (1.2 linear feet; Box 8-9, 13-14)
- Series 11: Artwork, 1940-1962, undated (0.9 linear feet; Boxes 10-12)
- Series 12: Photographs, circa 1910s - circa 1960s (0.1 linear feet; Boxes 10, 12)

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## Names and Subject Terms

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

### Subjects:

Women art dealers

### Types of Materials:

Scrapbooks

### Names:

Bishop, Isabel, 1902-1988  
Collectors of American Art (Firm)  
Contemporary Arts (Gallery)  
Lazzari, Pietro, 1898-1979  
Logasa, Charles, 1883-1936  
Mayer, Grace M.  
Middleton, Samuel M., 1927-  
Wilson, Ellis, 1899-1977

### Occupations:

Gallery directors -- New York (State) -- New York

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## Container Listing

### Series 1: Biographical Material, 1921-1966

#### 0.1 Linear feet (Box 1)

Scope and Contents: Biographical materials include documents relating to Emily A. Francis' emigration from New Zealand; personal financial and legal material; professional letters of reference and job search materials; correspondence and documents regarding the financial trust of her mother Emily Rose Jacobs; artist-signed Christmas letter; and biographical sketches and obituary clippings.

Box 1, Folder 1	Artist-Signed Christmas Letter, 1939
Box 1, Folder 2	Biographical Clippings and Portrait Photograph, circa 1930
Box 1, Folder 3	Biographical Sketch, 1955
Box 1, Folder 4	Letter of Congratulations and Anniversary Invitations, circa 1956-1960
Box 1, Folder 5	Letters of Reference and Job Search Document, circa 1926
Box 1, Folder 6	New Zealand Birth Record and U.S. Naturalization Certificate, 1921, 1929
Box 1, Folder 7	Personal Financial and Legal Material, 1929-1933
Box 1, Folder 8	Tax Returns, 1924-1925
Box 1, Folder 9	Will, 1965
Box 1, Folder 10	Emily Rose Jacobs Trust Materials, 1927-1939
Box 1, Folder 11	Obituaries (Emily A. Francis and Emily Rose Jacobs), 1926, 1966

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## Series 2: Foundation and Board Materials, 1928-1969

### 0.6 Linear feet (Box 1)

Arrangement: This series is arranged as two subseries.

- 2.1 Contemporary Arts, 1928-1969
- 2.2 Collectors of American Art, Inc., 1938-1966

Scope and Contents: Foundation and Board Materials are divided into two subseries. The first subseries includes board of directors meeting minutes, board books, board reports, certificate of incorporation, and other board documents for Contemporary Arts. The second subseries consists of by-laws, certificates of incorporation, board of directors meeting minutes, board books, board reports, draft board letters, distribution lists, committee reports, and materials relating to the Collectors of American Art, Inc.

### Subseries 2.1: Contemporary Arts, 1928-1969

Box 1, Folder 12-13	Board Book, Minutes and Charter Members List, 1928-1933
Box 1, Folder 14	Board of Directors Meeting Minutes, 1931-1934
Box 1, Folder 15	Board of Directors Meeting Minutes, 1955-1964
Box 1, Folder 16	Board of Directors Meeting Minutes, 1960, 1963
Box 1, Folder 17	Board Report, 1955
Box 1, Folder 18	Certificate of Incorporation, 1931
Box 1, Folder 19	Plans and Objectives for Contemporary Arts, Inc., 1966-1969

### Subseries 2.2: Collectors of American Art, Inc., 1938-1966

Box 1, Folder 20	Board Letters and Drafts, 1955-1959
Box 1, Folder 21	Board Book, By-Laws and Meeting Minutes, 1951-1956
Box 1, Folder 22	Board of Directors Meeting Minutes, 1938-1942
Box 1, Folder 23	Board of Directors Minute Book, 1939-1950
Box 1, Folder 24	Board of Directors Minute Book, 1951-1954
Box 1, Folder 25-26	Board of Directors Minute Book, 1957-1965
Box 1, Folder 27	Board Proposals and Meeting Notes, 1965-1966
Box 1, Folder 28	By-Laws, 1938-1939

Box 1, Folder 29	Certificates of Incorporation, 1937-1951
Box 1, Folder 30	Information About Collectors of American Art, Inc., 1938-circa 1965
Box 1, Folder 31	Lists of Prints Distributed, 1940-1963
Box 1, Folder 32	Nominating Committee Report and Proxy Forms, 1961-1963
Box 1, Folder 33	Plan for Corporate Sponsors and Membership, 1948-1953, 1964
Box 1, Folder 34	Social Welfare Law Consent Forms, 1954-1956
Box 1, Folder 35-36	Treasurer's Reports, 1938-1953

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## Series 3: Correspondence, circa 1924-circa 1969

### 1.9 Linear feet (Boxes 1-3)

Scope and Contents: Correspondence is with artists, including Edward Betts, Isabel Bishop, Louis Bosa, Virginia Cuthbert, Emma Ehrenreich, Roger Holt, Pietro Lazzari, Lawrence Lebduska, Charles Logasa, Alden Mason, Grace Mayer, Sam Middleton, Elliot Orr, Sadie Rosenblum, Stanley Twardowicz, Ellis Wilson, as well as Collectors of American Art, Inc. members, institutions and galleries, board members, and others. Emily A. Francis' personal correspondence is also included.

Box 1, Folder 37	Archives of American Art, 1965
Box 1, Folder 38	Edward Betts, 1955
Box 1, Folder 39	Isabel Bishop, circa 1939-1945
Box 1, Folder 40-42	Virginia Cuthbert, circa 1945- circa 1962
Box 1, Folder 43	Winslow Eaves, 1948-circa 1958
Box 1, Folder 44	Cathya P. Farquhar (Mrs. Percival Farquhar), 1943-1947
Box 1, Folder 45	Joseph Gualtieri, 1951-1957
Box 1, Folder 46-47	Clare J. Hoffman, Inc., 1951-1953
Box 1, Folder 48	Hollis Holbrook, 1953-circa 1960
Box 1, Folder 49	Roger Holt, 1948-circa 1954 Notes: Includes illustrated letter.
Box 1, Folder 50	Murray Jones, 1951-circa 1957
Box 1, Folder 51	Florence Kawa, 1946-1961
Box 1, Folder 52	Sigmund Kozlow, 1946-circa 1953
Box 1, Folder 53	Pietro Lazzari, 1943-circa 1956
Box 1, Folder 54	Lawrence H. Lebduska, 1924-1938 Notes: Includes photograph of artist.
Box 2, Folder 1	Lawrence H. Lebduska, 1938-circa 1943
Box 2, Folder 2	Charles Logasa, 1931-circa 1938 Notes: Includes illustrated letters.
Box 2, Folder 3	Alden C. Mason, 1954-1956

Box 2, Folder 4	Grace Mayer, 1938-circa 1950
Box 2, Folder 5-6	Sam Middleton, 1959-circa 1965
Box 2, Folder 7	Susan Moore, 1950-circa 1956
Box 2, Folder 8	Jack Selid Morganrath, 1949-1952
Box 2, Folder 9	Sam Morland, 1951-1953
Box 2, Folder 10-14	Phillip Pieck, 1943-1958
Box 2, Folder 15	Walter H. Stevens, 1959-1960
Box 2, Folder 16	William Story, 1956-circa 1957
Box 2, Folder 17	Stanley Twardowicz, 1947-circa 1954
Box 2, Folder 18-19	Martha Visser't Hooft, 1946-1965
Box 2, Folder 20	Ellis Wilson, 1964 Notes: Includes photographs of artwork.
Box 2, Folder 21-23	Collectors of American Art, Inc. Board Correspondence, 1954-1969
Box 2, Folder 24-26	Collectors of American Art, Inc. Member Correspondence, 1952-1954
Box 2, Folder 27	Contemporary Arts, A-B, 1955-1961
Box 2, Folder 28	Contemporary Arts, C, 1955-1956
Box 2, Folder 29	Painting of the Month Club, 1935-1936
Box 2, Folder 30	Personal Correspondence, Emily A. Francis, 1930-1939
Box 2, Folder 31	General Correspondence, 1930-1936 Notes: Includes Bartlett Arkell and Eliot Orr.
Box 2, Folder 32-33	General Correspondence, 1937 Notes: Includes Bernadine Custer.
Box 2, Folder 34	General Correspondence, 1938 Notes: Includes Florence Brillinger and Theodora Kane.
Box 2, Folder 35	General Correspondence, 1939 Notes: Includes Eugene Higgins and Peggy Bacon.

Box 2, Folder 36-37	General Correspondence, 1940-1945 Notes: Includes Louis Bosa, Eliot Orr, and Etienne Ret.
Box 2, Folder 38-43	General Correspondence, 1946-1951 Notes: Folder 38 includes Harold Baumbach and Gerard Hordijk.
Box 2, Folder 44	General Correspondence, 1952 Notes: Includes inquiry card from Hughie Lee-Smith.
Box 2, Folder 45	General Correspondence, 1953 Notes: Includes Vincent Hartgen and Emmanuel Viviano.
Box 3, Folder 1-2	General Correspondence, 1954 Notes: Includes William H. Littlefield, Guy Maccoy, Sadie Rosenblum, and Emmanuel Viviano.
Box 3, Folder 3-5	General Correspondence, 1955 Notes: Includes Arnold Herstand, Gerard Hordijk, William H. Littlefield, and Guy Maccoy.
Box 3, Folder 6-7	General Correspondence, 1956-1959 Notes: Includes Betty Esman, Lena Gurr, Theo Hios, Alden C. Mason, Jeannette Genius McKean, Lowell Naeve, Virginia Paccassi, and Sadie Rosenblum.
Box 3, Folder 8-12	General Correspondence, 1960-1961
Box 3, Folder 13-14	General Correspondence, 1962
Box 3, Folder 15	General Correspondence, 1963 Notes: Includes Guy Maccoy.
Box 3, Folder 16-18	General Correspondence, 1964
Box 3, Folder 19-20	General Correspondence, 1965-1967
Box 3, Folder 21	General Correspondence, undated Notes: Includes illustrated letter by Louis Bosa.

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## Series 4: Artist Files, 1933-circa 1964

### 0.3 Linear feet (Box 3)

Scope and Contents: Artist files include correspondence, scattered photographs, biographical details, and consignment and loan agreements, and exhibition catalogs and announcements for artists represented by Contemporary Arts and/or part of the Collectors of American Art, Inc. Artists include Edward Betts, Bernice Cross, Lawrence Lebduska, Charles Logasa, Sam Middleton, Phillip Pieck, and Stanley Twardowicz, among others.

Box 3, Folder 22	Margit Beck, 1956-1958
Box 3, Folder 23-24	Edward Betts, 1953-1956
Box 3, Folder 25	Willian Chaiken, 1954-1957
Box 3, Folder 26	Bernice Cross, 1938-1939 Notes: Includes original sketches.
Box 3, Folder 27	Stephen Csoka, 1947-1956
Box 3, Folder 28	Virginia Cuthbert, 1953-1956
Box 3, Folder 29	Nassos Daphnis, 1938-1949
Box 3, Folder 30	Emma Ehrenreich, 1953-1962
Box 3, Folder 31	Lawrence H. Lebduska, 1937-1943
Box 3, Folder 32-33	Charles Logasa, circa 1933-1936, circa 1964 Notes: Includes snapshots, photographs of artwork, and original sketches.
Box 3, Folder 34-35	Sam Middleton, 1959-1963 Notes: Includes photographs of artist in studio and artwork.
Box 3, Folder 36-37	Phillip Pieck, 1946-circa 1956
Box 3, Folder 38	A.J. Stromsted, 1947-1963
Box 3, Folder 39	Stanley Twardowicz, 1948-1955
Box 3, Folder 40	Joe Wollins, 1954-1956

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## Series 5: Contemporary Arts Gallery Files, 1930-1966, undated

### 1.1 Linear feet (Boxes 3-4)

Scope and Contents: Contemporary Arts gallery files document gallery activities through loan files with galleries, universities, and museums; consignment agreements; inventory records and ledger; two sign-in books; and publicity and event files. Loan institutions include Albright Art Gallery, Art Institute of Chicago, Brooklyn Museum, Carnegie Institute, George Walter Vincent Smith Art Gallery, M. H. de Young Memorial Museum, Museum of Modern Art, and Whitney Museum of American Art, among others.

Box 3, Folder 41-42	Artist Biographies, 1937-1964
Box 3, Folder 43	Consignments Delivered and Received, 1935-1961
Box 3, Folder 44	Donation Acknowledgements from Foundations, 1961-1966
Box 4, Folder 1	Event, 25th Anniversary Dinner, 1954
Box 4, Folder 2	Event Sign ("Theatre Benefit for Contemporary Arts"), undated
Box 4, Folder 3	Gallery Lecture Typescripts by Emily A. Francis and Others, 1930-1952, undated
Box 4, Folder 4	Gallery Plan/Layout, undated
Box 4, Folder 5-7	Inventory Ledger, 1945-1953
Box 4, Folder 8-9	Inventory Received and Returned, 1963-1965, undated
Box 4, Folder 10	Letterhead and Consignment Form, undated
Box 4, Folder 11	Lists, Inventory, Loans, Prices, 1937-1955, undated
Box 4, Folder 12	Lists of Works Insured for Traveling Exhibitions, 1948-1953
Box 4, Folder 13	Loans, Addison Gallery of Art, 1938-1945
Box 4, Folder 14	Loans, Albright Art Gallery, 1938-1946
Box 4, Folder 15	Loans, American Federation of Arts, 1938, 1945-1959
Box 4, Folder 16	Loans, Art Institute of Chicago, 1939-1960
Box 4, Folder 17	Loans, Brooklyn Museum, 1939-1959
Box 4, Folder 18	Loans, Bucknell University, 1940
Box 4, Folder 19-20	Loans, Carnegie Institute, 1943-1958

Box 4, Folder 21	Loans, Clearwater Art Museum, 1943-1944
Box 4, Folder 22	Loans, Corcoran Gallery of Art, 1943, 1956
Box 4, Folder 23	Loans, Dayton Art Institute, 1953-1956
Box 4, Folder 24	Loans, Denver Art Museum, 1954-1957
Box 4, Folder 25	Loans, Fabry Associates, 1954-1956
Box 4, Folder 26	Loans, George Walter Vincent Smith Art Gallery, 1938-1944
Box 4, Folder 27	Loans, Gross Art Center, 1944
Box 4, Folder 28	Loans, Indiana University, 1943
Box 4, Folder 29	Loans, M.H. de Young Memorial Museum, 1942-1943
Box 4, Folder 30	Loans, Minnesota State Fair, 1944-1946
Box 4, Folder 31	Loans, Montclair Art Museum, 1939-1945
Box 4, Folder 32	Loans, Museum of Modern Art, 1942-1960
Box 4, Folder 33	Loans, Netherlands Information Bureau, 1944-1945
Box 4, Folder 34	Loans, Pennsylvania Academy of Fine Arts, 1938-1944
Box 4, Folder 35	Loans, Portland Museum, 1940-1944
Box 4, Folder 36	Loans, Rhode Island School of Design Museum of Art, 1944
Box 4, Folder 37	Loans, Roadside Furniture Shops, Inc., 1938
Box 4, Folder 38	Loans, San Joaquin Pioneer Museum, 1953-1956
Box 4, Folder 39	Loans, Springfield Museum of Fine Arts, 1941-1945
Box 4, Folder 40	Loans, Stanford University, 1955
Box 4, Folder 41	Loans, State University of Iowa, 1946-1948
Box 4, Folder 42	Loans, Stuart Art Gallery, 1944
Box 4, Folder 43	Loans, Syracuse Museum of Fine Arts, 1941-1956
Box 4, Folder 44	Loans, Toledo Museum of Art, 1943

Box 4, Folder 45	Loans, Tomorrow's Masterpieces, Inc., 1943-1944
Box 4, Folder 46	Loans, University of Nebraska Department of Art, 1944-1957
Box 4, Folder 47	Loans, Virginia Museum of Fine Arts, 1944-1956
Box 4, Folder 48	Loans, Whitney Museum of American Art, 1943-1960
Box 4, Folder 49	Loans, Worcester Art Museum, 1940-1945
Box 4, Folder 50	Loans, Miscellaneous, 1935
Box 4, Folder 51-55	Loans, Miscellaneous, 1938-1942
Box 4, Folder 56-59	Loans, Miscellaneous, 1950-1965, undated
Box 4, Folder 60	Mailing Lists, 1961
Box 4, Folder 61	"Meet the Artists", 1950-1952
Box 4, Folder 62	Publicity, 1949, 1960, undated
Box 4, Folder 63	Relocation of Gallery, 1953-1955
Box 4, Folder 64	Sign-In Book, 1966
Box 4, Folder 65	Sign-In and Member Interest Ledger, circa 1931-1933

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## Series 6: Exhibition Files, 1931-1965

### 0.8 Linear feet (Box 5)

Scope and Contents: Exhibitions held at the Contemporary Arts gallery for individual artists and group shows, as well as annual seasonal traveling exhibitions, are included with exhibition files, and contain correspondence, scattered catalogs and announcements, exhibition catalog mock-ups, and exhibition price lists.

Box 5, Folder 1	Collectors of American Art, Inc. Exhibition Price Lists, 1938-1946
Box 5, Folder 2	Contemporary Arts Exhibition Catalog Mock-Ups, 1938-circa 1955
Box 5, Folder 3-5	Contemporary Arts Exhibition Price Lists, 1931-circa 1965
Box 5, Folder 6	Figurines, Flowers and Landscapes (Mid-Summer Exhibition) (1939), 1939
Box 5, Folder 7	Collectors Group Exhibitions (1945), 1945
Box 5, Folder 8	57th Street -- Inside and Outside (1950), circa 1950
Box 5, Folder 9	The Evening Meal (1951), circa 1951
Box 5, Folder 10	Contemporary Arts 6th Annual Traveling Exhibition (1952-1953), 1953
Box 5, Folder 11-12	Contemporary Arts 7th Annual Traveling Exhibition: 25 Paintings by 5 University Art Instructors (1953-1954), 1953-1954
Box 5, Folder 13-14	Contemporary Arts 8th Annual Traveling Exhibition (1954-1955), 1954-1955
Box 5, Folder 15	Mid-Season Group Exhibition (1955), 1955
Box 5, Folder 16-17	Contemporary Arts 9th Annual Traveling Exhibition (1955-1956), 1954-1956
Box 5, Folder 18	Mid-Season Retrospective (1956), 1956
Box 5, Folder 19	Summer Group Exhibition (1956), 1956
Box 5, Folder 20-21	Contemporary Arts 10th Annual Traveling Exhibition (1956-1957), 1956-1957
Box 5, Folder 22-23	10th Annual Traveling Exhibition: Part II (1957), 1957
Box 5, Folder 24	Contemporary Arts 11th Annual Traveling Exhibition (1957-1958), 1958
Box 5, Folder 25-26	Contemporary Arts 13th Annual Traveling Exhibition (1959-1960), 1959-1960
Box 5, Folder 27	God and Man in Art (1958-1959), 1958



Box 5, Folder 28	Annual Pre-Season Group Exhibition (1960), 1960-1961
Box 5, Folder 29-32	Brazilian-North American Good-Will Exhibition (1960), 1944-1965 Notes: Includes correspondence with Antonio Henrique Amaral.
Box 5, Folder 33	Contemporary Arts 14th Annual Traveling Exhibition (1960-1961), 1960-1961
Box 5, Folder 34	Contemporary Arts 15th Annual Traveling Exhibition (1961-1962), 1961-1962
Box 5, Folder 35	First Armed Forces Traveling Exhibition (1962), 1961-1962
Box 5, Folder 36	Contemporary Arts 16th Annual Traveling Exhibition (1962-1963), 1962
Box 5, Folder 37	Group Shows (1963 and 1964), 1963-1964
Box 5, Folder 38	Randi Aaroe (1964), 1964
Box 5, Folder 39	South America Traveling Exhibition (1965), 1961-1965
Box 5, Folder 40	Korean Exhibition, Proposed, 1956
Box 5, Folder 41	African Exhibition, Proposed, 1963-1964

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## Series 7: Membership Materials, 1935-1966, undated

### 0.4 Linear feet (Boxes 5-6)

Scope and Contents: Member activities with the Collectors of American Art, Inc. and Contemporary Arts are represented in membership files through draft member letters, member bulletin mock-ups, member reports, membership events, paid memberships, and four membership registers.

Box 5, Folder 42	Collectors of American Art, Inc. Draft Membership Letters, 1935-circa 1966
Box 5, Folder 43	Collectors of American Art, Inc. Forms and Announcements, circa 1938-1944, undated
Box 5, Folder 44	Collectors of American Art, Inc. Membership Register, 1937-1939
Box 5, Folder 45	Collectors of American Art, Inc. Membership Register ("Collectors 1940"), 1940-1941
Box 5, Folder 46	Collectors of American Art, Inc. Membership Register ("Collectors 1942"), 1942-1945
Box 6, Folder 1	Collectors of American Art, Inc. Membership Register, 1946-1947
Box 6, Folder 2-3	Collectors of American Art, Inc. Mock-Ups (Member Letters and Bulletins), 1938-1958, undated
Box 6, Folder 4	Collectors of American Art, Inc. Monthly Painting Drawings Events, 1937
Box 6, Folder 5	Collectors of American Art, Inc. Paid Memberships, 1953-1957
Box 6, Folder 6	Contemporary Arts, Inc. Member Reports and Announcements, 1935-1955
Box 6, Folder 7	Lists (Members, Committees, Guests), 1936-1959, undated

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## Series 8: Business and Financial Material, 1928-1966

### 1.3 Linear feet (Boxes 6-7)

Scope and Contents: Business and financial materials are comprised of assorted tax and legal documents; gallery leases; tax exemption status documents; financial reports and bank materials; and receipts and invoices. Also included are 17 financial ledgers consisting of sales, artist accounts, petty cash, and general expenses.

Box 6, Folder 8	Charitable Organizations Annual Reports, New York, 1935-1964
Box 6, Folder 9	Check Stub Receipt Book, 1945
Box 6, Folder 10	Check Stub Receipt Book, 1952
Box 6, Folder 11	Check Stub Receipt Book, 1962-1963
Box 6, Folder 12	Contemporary Arts and Collectors of American Art, Inc., Miscellaneous Financial Documents, 1956-circa 1960
Box 6, Folder 13	Collectors of American Art, Inc. Bank Book, 1938-1943
Box 6, Folder 14-15	Collectors of American Art, Inc. Bank Statements, 1938-1952
Box 6, Folder 16	Collectors of American Art, Inc. Donated Print Appraisals, 1962-1963
Box 6, Folder 17	Collectors of American Art, Inc. Financial Reports, 1939-1958
Box 6, Folder 18	Collectors of American Art, Inc. Paid Invoices, 1956-1959
Box 6, Folder 19	Consignment Invoices ("Artists Invoices"), 1955-1957
Box 6, Folder 20	Contemporary Arts Expenses, 1961
Box 6, Folder 21	Contemporary Arts Financial Reports, 1931-1956
Box 6, Folder 22	Contemporary Arts Leases, 1937-1965
Box 6, Folder 23	Contemporary Arts Legal Documents, 1938-1966
Box 6, Folder 24	Contemporary Arts Sales and Artist Accounts Ledger, 1949-1950
Box 6, Folder 25	Contemporary Arts Sales Invoices, 1958-1965
Box 6, Folder 26	Donations for Emily A. Francis' Funeral Expenses, 1966
Box 6, Folder 27	Financial Ledger, "Accounts Receivable", 1939-1941

Box 6, Folder 28	Financial Ledger, Artist/Owner Accounts, circa 1937
Box 6, Folder 29	Financial Ledger, "Artist Accounts", 1940-1941
Box 6, Folder 30-32	Financial Ledger, "Artist Accounts", circa 1956-circa 1958
Box 6, Folder 33	Financial Ledger, "Cash Book", 1929-1934
Box 6, Folder 34	Financial Ledger, "Cash Book", 1949-1950
Box 6, Folder 35	Financial Ledger, "Collectors of American Art, Inc. Cash Journal No. 1", 1938-1939
Box 6, Folder 36	Financial Ledger, "Collectors of American Art, Inc. Cash Journal No. 2", 1939
Box 6, Folder 37	Financial Ledger, "Contemporary Arts Ledger" General Ledger, 1937
Box 6, Folder 38	Financial Ledger, "Contemporary Arts, Inc., General Journal", 1937-1938
Box 6, Folder 39	Financial Ledger, "Contemporary Arts Ledger" General Ledger, 1937-1938
Box 7, Folder 1	Financial Ledger, "Merchandise Purchases and Consignments", 1928-1931
Box 7, Folder 2	Financial Ledger, "Petty Cash Book", 1959
Box 7, Folder 3	Financial Ledger, Sales Ledger, 1946-1947
Box 7, Folder 4	Financial Ledger, General Financial Ledger, 1938-1941
Box 7, Folder 5	Financial Ledger, General Financial Ledger, 1958
Box 7, Folder 6	Invoices, 1956
Box 7, Folder 7-8	Petty Cash Vouchers and Receipts, 1962
Box 7, Folder 9-13	Receipts and Invoices, 1929-circa 1965
Box 7, Folder 14	Tax Exemption Papers, 1948-1962

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## Series 9: Printed Material, 1931-1966, undated

### 1.3 Linear feet (Boxes 7-8)

Scope and Contents: Printed material includes exhibition catalogs and announcements, annual reports, member's bulletins, "Bulletin of Collectors of American Art, Inc.," event programs, clippings, and press releases.

Box 7, Folder 15	Collectors of American Art, Inc. Annual Dinner Tickets, 1962
Box 7, Folder 16-19	Collectors of American Art, Inc. Annual Reports, 1949-1964
Box 7, Folder 20-21	Collectors of American Art, Inc. "Bulletin of Collectors of American Art, Inc.", 1938-1948
Box 7, Folder 22-23	Collectors of American Art, Inc. Event and Exhibition Announcements, 1938-1961
Box 7, Folder 24-26	Collectors of American Art, Inc. Member's Bulletins, 1938-1966
Box 7, Folder 27	Contemporary Arts Event Programs, circa 1931-1934, circa 1964
Box 7, Folder 28-31	Contemporary Arts Exhibition Announcements, 1931-1966
Box 8, Folder 1	Contemporary Arts Exhibition Announcements, undated
Box 8, Folder 2-16	Contemporary Arts Exhibition Catalogs, 1931-1966, undated
Box 8, Folder 17	Contemporary Arts Exhibition Posters, undated
Box 8, Folder 18	Exhibition Catalogs, Works Loaned by Contemporary Arts, 1933-1937
Box 8, Folder 19	Exhibition Catalogs, Works Loaned by Contemporary Arts, 1942-1962
Box 8, Folder 20	Exhibition Catalogs, Works Loaned by Contemporary Arts, 1964-1965
Box 8, Folder 21	Magazine Clippings, 1935
Box 8, Folder 22	Magazine Clippings, 1940-1955
Box 8, Folder 23	Newspaper Clippings, 1935
Box 8, Folder 24-28	Newspaper Clippings, 1946-circa 1963
Box 8, Folder 29	Newspaper Clippings, Brazil Exhibition (Mounted), 1960
Box 8, Folder 30	Newspaper Clippings (Mounted), 1931-1963

Box 8, Folder 31	Periodicals and Newsletters Mentioning Contemporary Arts or Collectors of American Art, Inc., 1948-1963
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Box 8, Folder 32-33	Press Releases, 1931-circa 1961
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## Series 10: Scrapbooks, 1931-1962

### 1.2 Linear feet (Boxes 8-9, 13-14)

Scope and Contents: Fifteen scrapbooks include clippings; artist pages of exhibition catalogs, announcements, and related clippings; gallery scrapbooks highlighting annual events, activities, and exhibitions throughout the year; and event scrapbooks concerning a 1931 Contemporary Arts costume ball, and the 1951 Emily A. Francis testimonial dinner.

Box 8, Folder 34-35	Contemporary Arts Scrapbook, 1930-1931
Box 9, Folder 1	Contemporary Arts Costume Ball Clippings Scrapbook, 1931
Box 9, Folder 2	Contemporary Arts "From Kane to Kerkam" Scrapbook, 1931-1954
Box 9, Folder 3	Contemporary Arts Scrapbook, 1931
Box 13, Folder 1	Contemporary Arts Scrapbook, Oversized, 1935-1939
Box 14, Folder 1	Contemporary Arts Scrapbook, Oversized, 1937-1950
Box 13, Folder 2	Contemporary Arts Scrapbook, Oversized, 1944-1945
Box 14, Folder 2	Contemporary Arts Scrapbook, Oversized, 1945-1947
Box 13, Folder 3	Contemporary Arts Scrapbook, Oversized, 1945-1949
Box 14, Folder 3	Contemporary Arts Scrapbook, Oversized, 1948-1951
Box 13, Folder 4	Contemporary Arts Scrapbook, Oversized, 1949-1956
Box 13, Folder 5	Contemporary Arts Scrapbook, Oversized, 1956-1959
Box 9, Folder 4	Contemporary Arts Scrapbook, 1956-1962
Box 9, Folder 5	Contemporary Arts Traveling Exhibitions Scrapbook, 1957-1961
Box 9, Folder 6	Emily A. Francis Testimonial Dinner Scrapbook, 1951
Box 14, Folder 4	Loose Scrapbook Pages, Oversized, circa 1940, 1960

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## Series 11: Artwork, 1940-1962, undated

### 0.9 Linear feet (Boxes 10-12)

Scope and Contents: Artwork is primarily comprised of original prints, including woodcut prints and serigraphs, likely created by artists for the Collectors of American Art, Inc. annual distributions. Also included are a charcoal sketch, paintings, and paint sketches. Artists include Will Barnet, Ben-Zion, Stephen Csoka, Helen Gerardia, José Guerrero, Riva Helfond, Guy Maccoy, Ethel Magafan, Ann Twardowicz, Stanley Twardowicz, and Adja Yunkers, among others.

Box 12, Folder 8	Charcoal Sketch, Marion K. Haldenstein, undated
Box 11, Folder 1	Original Prints, Artists A, Oversized, circa 1942-circa 1965 Notes: Includes Ruth Ann and others.
Box 10, Folder 1	Original Prints, Susan Aitkenhead, circa 1961
Box 10, Folder 2	Original Prints, Ruth Ann, undated
Box 11, Folder 2	Original Prints, Artists B, Oversized, circa 1942-circa 1965 Notes: Includes Will Barnet, Selma Bluestein, and others.
Box 10, Folder 3	Original Prints, Will Barnet, 1940
Box 10, Folder 4	Original Prints, Ben-Zion, undated
Box 10, Folder 5	Original Prints, Jack Bilander, 1951-1954
Box 10, Folder 6	Original Prints, Selma Bluestein, undated
Box 11, Folder 3	Original Prints, Artists C, Oversized, circa 1942-circa 1965 Notes: Includes Stephen Csoka and others.
Box 10, Folder 7	Original Prints, Stephen Csoka, undated
Box 11, Folder 4	Original Prints, Artists D, Oversized, circa 1942-circa 1964 Notes: Includes Charles Douglas and others.
Box 10, Folder 8	Original Prints, Charles Douglas, undated
Box 11, Folder 5	Original Prints, Artists E-F, Oversized, circa 1942-circa 1965
Box 10, Folder 9	Original Prints, E. Espinoza, undated
Box 10, Folder 10	Original Prints, Louise A. Freedman, undated
Box 11, Folder 6	Original Prints, Artists G, Oversized, circa 1942-circa 1965



	Notes:	Includes Helen Gerardia, Theodore Gleaves, Bertram Goodman, Elenor S. Greenberg, F. Betty Guerber, and others.
Box 10, Folder 11		Original Prints, Helen Gerardia, undated
Box 10, Folder 12		Original Prints, Theodore Gleaves, undated
Box 10, Folder 13		Original Prints, Bertram Goodman, 1948
Box 10, Folder 14		Original Prints, Elenor S. Greenberg, undated
Box 10, Folder 15		Original Prints, F. Betty Guerber, undated
Box 10, Folder 16		Original Prints, José Guerrero, undated
Box 10, Folder 17		Original Prints, Ruth Guinzburg, undated
Box 11, Folder 7	Original Prints, Artists H, Oversized, circa 1942-circa 1965 Notes:	Includes Riva Helfond and others.
Box 10, Folder 18		Original Prints, Hildegard Haas, 1949
Box 10, Folder 19		Original Prints, Marion K. Haldenstein, undated
Box 10, Folder 20		Original Prints, Miriam Haworth, undated
Box 10, Folder 21		Original Prints, Geza Heller, 1957
Box 10, Folder 22		Original Prints, Riva Helfond, undated
Box 11, Folder 8		Original Prints, Artists K, Oversized, circa 1942-circa 1965
Box 10, Folder 23		Original Prints, Edna Kaula, undated
Box 10, Folder 24		Original Prints, Richard O. Keys, circa 1959
Box 11, Folder 9	Original Prints, Artists L, Oversized, circa 1942-circa 1965 Notes:	Includes Gail Leff, Rita Leff, and others.
Box 10, Folder 25		Original Prints, Gail Leff, undated
Box 10, Folder 26		Original Prints, Rita Leff, undated
Box 12, Folder 1		Original Prints, Artists M, Oversized, circa 1942-circa 1965 Includes Guy Maccoy, Ethel Magafan, Tess Manilla, Tobias Musicant, and others.
Box 10, Folder 27		Original Prints, Guy Maccoy, circa 1961

Box 10, Folder 28	Original Prints, Ethel Magafan, undated
Box 10, Folder 29	Original Prints, Tess Manilla, 1961
Box 10, Folder 30	Original Prints, Tobias Musicant, undated
Box 12, Folder 2	Original Prints, Lowell Naeve, Oversized, circa 1960s
Box 12, Folder 3	Original Prints, Nancy Nemeec, Oversized, 1960-1962
Box 12, Folder 4	Original Prints, Artists O-P, Oversized, circa 1942-circa 1965 Notes: Includes Virginia Paccassi, George Peter, Leonard Pytlak, and others.
Box 10, Folder 31	Original Prints, Virginia Paccassi, undated
Box 10, Folder 32	Original Prints, Benton P. Patten, 1963
Box 10, Folder 33	Original Prints, George Peter, undated
Box 10, Folder 34	Original Prints, Leonard Pytlak, circa 1962
Box 12, Folder 5	Original Prints, Artists R-S, Oversized, circa 1942-circa 1965 Notes: Includes Helen Siegl and others.
Box 10, Folder 35	Original Prints, Leo Russell, 1960
Box 10, Folder 36	Original Prints, Helen Siegl, circa 1957
Box 10, Folder 37	Original Prints, Iris Simon, circa 1961
Box 10, Folder 38	Original Prints, Paul Strisik, undated
Box 12, Folder 6	Original Prints, Artists T-Unidentified, Oversized, circa 1942-circa 1965 Notes: Includes Ann Twardowicz and others.
Box 10, Folder 39	Original Prints, Ann Twardowicz, undated
Box 10, Folder 40	Original Prints, Stanley Twardowicz, undated
Box 10, Folder 41	Original Prints, Louis Tytell, undated
Box 10, Folder 42	Original Prints, Unidentified Artists, undated
Box 12, Folder 7	Original Prints, Artists V-Y, Oversized, circa 1942-circa 1965 Notes: Includes Adja Yunkers and others.

Box 10, Folder 43      Original Prints, Karen Weintraub, 1959

Box 10, Folder 44      Original Prints, Whenfeld, undated

Box 10, Folder 45      Original Prints, Adja Yunkers, 1952-1955

Box 10, Folder 46      Original Prints, Zenk, undated

Box 12, Folder 9      Paintings and Paint Sketches, Oversized, 1963  
Notes:                Includes artists Jean Gunther, De Rosa, and Sadie Rosenblum.

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## Series 12: Photographs, circa 1910s-circa 1960s

### 0.1 Linear feet (Boxes 10, 12)

Scope and Contents: Photographs include portraits and photographs of Emily A. Francis and others; gallery installation views; John Pellew and other artists at work; and artwork.

Box 10, Folder 47	Emily A. Francis Portrait Photographs, circa 1952-circa 1960s
Box 10, Folder 48	Photographs of Emily A. Francis with Others, circa 1950-circa 1960s
Box 10, Folder 49	Vintage Family Photographs, circa 1910s-circa 1920s
Box 12, Folder 10	Installation Views, Oversized, circa 1940
Box 10, Folder 50	Installation Views, 1961
Box 10, Folder 51	Event Photographs, circa 1950s-circa 1960s
Box 10, Folder 52	Photographs of John Pellew and Unidentified Artists Creating Charcoal Sketches, circa 1950s
Box 10, Folder 53	Photographs of People, Unidentified, circa 1940s
Box 10, Folder 54	Photographs of Animals and Outdoors, circa 1940s-circa 1950s
Box 10, Folder 55	Film Stills, "The Hollywood Revue", circa 1929
Box 10, Folder 56	Photographs of Artwork, circa 1948, undated
Box 10, Folder 57	Photographs of Artwork ("Photographs of Collectors Paintings"), undated

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