



Bethlehem Area Public Library
Local History Collections
Finding aid for the Records of the Bethlehem Area Jaycees

Creator: Bethlehem Area Jaycees
Title: The Records of the Bethlehem Area Jaycees
Dates: 1953 to 1998
Extent: 4.5 linear feet, 3 boxes
Location: Bethlehem Room
Language: English

Abstract: This collection is about the Bethlehem Area Jaycees and their history from the years 1953 to 1998. The collection includes records of financial reports, administrative reports, community engagement, cross-organization correspondence, and award ceremonies. This collection also touches upon the Advanced Technology Exposition, Distinguished Service Award, Jaycees Haunted House, and general Bethlehem history.

Access to materials: The collection is open to research.

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Preferred Citation: [Item], The Records of the Bethlehem Area Jaycees , 1953-1998. Bethlehem Area Public Library Local History Collections, Bethlehem, PA.

Scope and Content: The records of the Bethlehem Area Jaycees hold information that covers various parts of the organization's history from 1953 to 1998. The collection, spanning the aforementioned years, includes records of but is not limited to financial reports, administrative reports, community engagement, cross-organization correspondence, and award ceremonies. These records were likely kept in an effort to preserve the history of this far-reaching organization who had an effect on many during their period of activity. Included within this collection is a compilation of photographs that grant a glimpse into the events hosted by the Jaycees. Alongside this, there is a wealth of supporting documentation in the form of flyers and newspaper clippings which speak to the effect that this organization had on the local community.

The records are organized into two series: **Series 1: Administrative Records**, (1952-1998) is composed of reports pertaining to the development of the chapter through fiscal, social, and

interorganizational means. Along with these, the records go on to provide insight into the means by which the organization executed their goals. The meeting minutes and agenda portions of this collection are of particular interest due to how they frame the machinations that go into the operation of a community driven non-profit organization. **Series 2: Outreach**, (1958-1994) is composed of data, photographs, newspapers, journals and ephemera pertaining to the history of events either hosted directly by the organization or had some degree of Jaycee involvement in said event. In general, the aforementioned records all relate to some community fundraising efforts in an attempt to support the local community as well as teach the skills lauded in the Jaycees mission. Photo collections and newspaper clippings of the events held by the Jaycees supplement the extensive written records of the organizations various events.

The records of the Bethlehem Jaycees serve as a glimpse into the past of both the Jaycees as an organization and into that of the city of Bethlehem. The efforts of the Jaycees to have an impact on the city can be seen in such actions as the Library Book move as well as the Build A Broom/Build A Library fundraiser. The records themselves have been preserved in the order they were donated in an effort to preserve their significance and ease of use. This collection could serve the greater purpose of providing insight into the machinations of non-profit organizations. It could also provide information regarding the history of a dissolved branch from one of the country's premier youth organizations.

Subjects:

- BethlehemJaycees
- Jaycees
- Bethlehem (Pa.)
- Advanced Technology Exposition
- Distinguished Service Award
- Haunted House

Administrative/ Biographical History: The Bethlehem Jaycees were a leadership training service and civic organization for people between the ages of 18 and 40. This organization served the local community through the instilling of leadership skills and principles in young peoples while preparing them for a role within greater society as a whole. The collection records many of the various community volunteer events, awards ceremonies, and fundraising events held by the organization. This collection also includes records that dealt with the machinations that went into logistics of running the organization, including financial records, treasury reports, and president's reports.

Container Listing

Series 1: Administrative Records

Folder Title	Date	Box	Folder
Meeting Minutes	1952/04-1955	1	1
President's Report	1959	1	2
President's Report Vol.1	1960-1962	1	3
Junior Chamber of Commerce M.M	1963/04-1964/03	1	4

President's Report Vol.2	1964-1965	1	5
Correspondence	1964-1965	1	6
Ways and Means	1964-1965	1	7
Chapter Development	1965-1966	1	8
Chapter Development	1966/06-1967/03	1	9
"Americanism"	1967	1	10
Chapter Expansion	1968	1	11
House Administration	1968	1	12
International Relations	1968	1	13
Records & Recognition	1968	1	14
Secretary Records	1968	1	15
Budget & Treasurer's Report	1968-1969	1	16
Chapter Development	1968-1969	1	17
Inter-Club Relations Vol.1	1968-1969	1	18
Inter-Club Relations Vol. 2	1968-1969	1	19
Community Health, Safety, & Rehab. 1	1969-1970	1	20

Community Health + Safety	1970	2	1
Blue Chip Award & Forms	1973, 1988	2	2
Chapter Fundraising	1978-1979	2	3
Health + Safety	1979	2	4
Treasurer's Report	1981	2	5
Membership Meetings	1983/01-1985/05	2	6
Secretaries Report	1983-1984	2	7
Financial Data	1984-1985	2	8
Chairman's Planning Guide	1985	2	8
Human Services	1985-1988	2	9
Financial Activity	1988/02	2	10
Meeting Agendas	1988/02-1988/03	2	11
Community Fundraising/Development	1988-1989	2	12
General Meetings	1990	2	13
Board + General Meetings	1996-1998	2	14
Financial Data	Various Dates	2	15

Series 2: Outreach

Photographs (OVERSIZED)	Undated	3	0
Jaycee Action (OVERSIZED)	1958, 1968-1970	3	00
Build A Broom+Build A Library/Arts Fest	1965	3	1
Library Book Move	1967	3	2
Handel's "Messiah"	1968	3	3
Giessenbier Awards	1968-1969	3	4
Teen Club at State Hospital	1968-1969	3	5
Youth Activities + Involvement	1968-1969	3	6
Giessenbier Award + Org.Programs	1969-1970	3	7
Recreation Activities	1969-1973	3	8
Operation Campsite	1971	3	9

Bicentennial Ball	1976	3	10
Distinguished Service Awards Banquet	1977	3	11
Haunted House	1978	3	12
Newsletters	1980-1981	3	13
Programs + Members	1984,1986-1987	3	14
Distinguished Service Award Banquet	1985-01	3	15
Advanced Technology Exposition	1985	3	16
Photographs + Advanced Tech. Expo	1985	3	17
Haunted House	1986	3	18
Jaycee Membership Guide	1986-1987	3	19
"Total Jaycee" Vol.1	1986-1987	3	20
"Total Jaycee" Vol.2	1986-1987	3	21
"Total Jaycee" Vol.3	1986-1987	3	22
Easter Egg Hunt	1987-1988	3	23
Jaycee Newspaper Clippings	1988-1989	3	24
Jets Basketball Game	1991	3	25
Haunted House News Clippings	1992, 1995	3	26
Leader Board Certificates	1992-1993	3	27
The Terminal Times	1992/04-1994/05	3	28
Haunted House Photos	Undated	3	29
Photographs	Undated	3	30
Photographs	Undated	3	31
"Upstairs" Graphic	Undated	3	32