

**MEDICAL CENTER ARCHIVES
OF
NEWYORK-PRESBYTERIAN/WEILL CORNELL**

**1300 York Avenue # 34
New York, NY 10065**

**Finding Aid To
THE RECORDS OF WOMEN'S MEDICAL ASSOCIATION OF
NEW YORK CITY**

**Dates of Records:
1902-2006**

**75 Linear Inches
(15 Boxes)**

**Finding Aid Prepared By:
Leslie Fields
Intern
updated by
Elizabeth Shepard
Assistant Archivist
December 18, 2007**

PROVENANCE:

These records are a compilation of several separate donations. One set of records consisting of six boxes of material from 1902-1982 was donated sometime in the 1980s. Two additional boxes of material were given by Helena Gilder in 1989 and nine boxes were given by Clarita Herrera in 1995. An intern, Leslie Fields, made the Gilder/Herrera donations into one collection consisting of seven boxes in 1996. Susan Stewart gave two boxes in 1998. Additional material was removed from Lila Wallis, MD Papers.

ADMINISTRATIVE/BIOGRAPHICAL NOTE:

The Women's Medical Association of New York City is an organization of female physicians and medical students. WMA-NYC grew out of the alumnae association of the Women's Medical College of the New York Infirmary for Women and Children (the first woman-staffed hospital in the United States). The Alumnae Association was formed in 1870, and included both graduates of the Medical College and other female physicians in the New York City area. This association became WMA-NYC in 1899 with the closing of the Women's Medical College. WMA-NYC was chartered by New York State in 1909 and became branch #14 of the American Medical Women's Association in 1933. Its mission is to "provide communication, information, and educational programs for women in the medical professions, along with financial assistance to women medical students and researchers."

WMA-NYC's Board of Directors includes its officers and committee chairs. This board meets monthly to shape organizational policy, monitor committee activities, and evaluate and implement new projects. WMA-NYC includes many committees, which are aimed at strengthening the role of women physicians:

- the Professional Development Committee organizes programs on management, financial, and political skills;
- the Program Committee maintains the speakers' bureau, organizes the biannual meetings, and plans smaller social gatherings;
- the Legislative Committee monitors city and state legislation pertaining to women physicians, medicine, and women's issues in general;
- the Liaison Committee maintains a medical school and a hospital network;
- the Membership Committee recruits new members and maintains and updates membership data;

- the History and Archives Committees initiate, develop, and implement projects related to WMA-NYC's past.

Two separate financial aid programs support many women in New York City medical schools and in post-graduate research projects. The Financial Assistance Fund selects third and fourth year women medical students from the eight medical colleges in the New York City area as recipients of loans, and the Mary Putnam Jacobi Fellowship is awarded biannually to a graduate physician for medical research, clinical investigation, or post-graduate study.

WMA-NYC also produces a referral directory for all of its members who wish to be included. Biannual membership meetings traditionally featured a social hour, a dinner, and an educational program. Recently these meetings have been held in the morning and feature breakfast and an educational program. At other times during the year, informal gatherings at members' homes provide an opportunity for women in medicine to meet and exchange information.

Since its beginning WMA-NYC was operated out of members' homes, offices, and places of business. Beginning in 1983, WMA-NYC was housed in the offices of the national headquarters of the American Medical Women's Association (AMWA) in New York City. Here it shared secretarial services and other office accommodations with the national parent organization. In 1988, AMWA moved its national office to Alexandria, VA. WMA-NYC currently shares office space and executive services with the Committee of Interns and Residents.

During the 1980s and early 1990s, WMA-NYC members and leaders were also extremely active in AMWA. In 1989, Dr. Lila Wallis (former president of WMA-NYC, 1974-1978) became president of AMWA. Dr. Susan Stewart (WMA-NYC president, 1984-1988) followed Dr. Wallis as president of AMWA in 1990.

Three organizational histories of WMA-NYC have been written. A history of WMA-NYC from 1870 to 1984 entitled *Young at 75: History of the Women's Medical Association of New York City* written by Barnard College student Barbara E. Lewis was published in 1984; a history of WMA-NYC from 1909 to 1959 was printed in 1959 for WMA-NYC's golden anniversary; and a booklet documenting additional WMA-NYC history from 1974 to 1988 was printed in 1988. Copies of these histories are located in the "Historical Committee" file.

SCOPE AND CONTENT NOTE:

The WMA-NYC collection is particularly strong in documenting the activities and committees with which WMA-NYC leaders and members were involved. The Mary Putnam Jacobi Fellowship Committee files are of special interest as they document the

growth of this committee from 1929 to 1992. Many of the Jacobi Fellowship recipients later became active leaders in WMA-NYC.

The development and focus of new committees highlight special concerns; homelessness, smoking, and teenage pregnancy were issues WMA-NYC regarded as being of particular concern to women and women physicians. WMA-NYC's concern with these issues can also be seen in the events series, which includes announcements for annual dinners and workshops. Anti-smoking was the focus of several events, including a rally against the Virginia Slims sponsored women's tennis tournament and letter writing campaigns which encouraged the removal of cigarette vending machines in New York City. The Legislative Committee encouraged members to protest the movement against providing gynecologic care, including contraceptive advice, to teenage girls in New York City's public high schools.

Duplicate materials were discarded.

Series I: General Administrative Records, 1951-1987 (Box 1)

The General Administrative Records, arranged alphabetically, includes accreditation papers, annual reports, constitutions and by-laws and award lists.

Series II: Minutes, 1902-2006 (Boxes 1-7)

The Minutes, arranged alphabetically by board or committee and then chronologically, include the Board of Directors (Executive Committee) and the following committees: Anti-Smoking Task Force, Archives, Coalition for Homeless Women, Financial Assistance Fund, Historical, Hospital-Liason, Legislative, Mary Putnam Jacobi Fellowship, Membership, Program, and Student Networking. Copies of the three histories can be found in the Historical Committee files.

Series III: Financial Records, 1948-1992 (Boxes 7-8)

The Financial Records, arranged alphabetically, include financial statements, cash disbursement and bank deposit books, and scholarship/student loans materials.

Series IV: Administrative Office Assistant Records, not dated (Box 8)

The Administrative Office Assistant files include bulk mailing procedures and computer database information.

Series V: Presidential Correspondence, 1934-1996 (Boxes 9-11)

The Presidential Correspondence series, arranged chronologically by president, are correspondence files of WMA-NYC's presidents, including Helena Gilder, Lila Wallis, and Susan Stewart.

Series VI: Membership, 1973-1996 (Boxes 11-13)

The Membership files, arranged alphabetically and then chronologically, include brochures, correspondence, application forms, and membership lists.

Series VII: Events, 1959-2003 (Boxes 13-14)

The Events files, arranged chronologically, include flyers, attendance lists, and correspondence regarding WMA-NYC's programs.

Series VIII: Publications, 1968-1998 (Boxes 14-15)

Publications include the WMA-NYC's newsletters, 1968-1998 and referral directories, 1985-1992.

ACCESS RESTRICTIONS:

Information concerning loan recipients is restricted.

RELATED MATERIAL:

BOX AND FOLDER LIST:

Box 1: Series I, General Administrative Records, 1951-1987

Folder:	Description:
1	Accreditation by AMWA as Branch 14, 1951
2	Annual Reports of Branch 14 to AMWA, 1961-1985
3	Awards - List of Student Winners, 1951-1959
4	Blackwell, Elizabeth, correspondence nominating her for Hall of Fame, 1960
5	Constitution and By-Laws, Amendments, 1945-1974
6	Constitution and By-Laws, 1975
7	Constitution and By-Laws, 1986
8	Delegates to AMWA, 1987
9	Recertificate of Reinstatement of Inc., 1960.

Box 1: Series II, Minutes, 1902-2006**Board of Directors**

- 10 Minutes, instructions
- 11 Board of Directors, Minutes, Oct. 15, 1902 - Jan. 20, 1915
- 12 Board of Directors, Minutes, Feb. 17, 1915 - April 1926
- 13 Board of Directors, Minutes, May 12, 1926 - May 11, 1927
- 14 Board of Directors, Minutes, Oct. 12, 1927 - April 10, 1929
- 15 Board of Directors, Minutes, May 8, 1929 - March 9, 1932

Box 2: Series II, Minutes, 1902-2006**Folder: Description:****Board of Directors**

- 1 Board of Directors, Minutes, Nov. 9, 1932 - Nov. 4, 1942
- 2 Board of Directors, Minutes, Jan. 30, 1943 - Nov. 12, 1947
- 3 Board of Directors, Minutes, Jan. 7, 1948 - Dec. 15, 1948
- 4 Board of Directors, Minutes, Jan. 19, 1949 - Dec. 7, 1950
- 5 Board of Directors, Minutes, Feb. 14, 1951 - Oct. 28, 1953
- 6 Board of Directors, Minutes, Jan. 20, 1954 - Mar. 14, 1962, 1967, 1969
- 7 Board of Directors, Minutes, Feb. 17, 1970 - Dec. 3, 1974
- 8 Board of Directors, Minutes, Jan. 21, 1975-Dec. 1, 1976

Box 3: Series II, Minutes, 1902-2006**Folder: Description:****Board of Directors**

- 1 Board of Directors, Minutes, Jan. 12, 1977 - Nov. 14, 1978
- 2 Board of Directors, Minutes, Jan. 23, 1979 - Dec. 16, 1980
- 3 Board of Directors, Minutes, Jan. 27, 1981 - Sept. 15, 1983
- 4 Board of Directors, Minutes, April 23 - Oct. 23, 1984
- 5 Board of Directors, Minutes, Jan. 2 - Dec. 30, 1985
- 6 Board of Directors, Minutes, Jan. 1 - Dec. 9, 1986
- 7 Board of Directors, Minutes, Feb. 10 - Dec. 8, 1987
- 8 Board of Directors, Minutes, Jan. 22 - Nov. 8, 1988

Box 4: Series II, Minutes, 1902-2006**Folder: Description:****Board of Directors**

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|---|--|
| 1 | Board of Directors, Minutes, Jan. 10 - Dec. 7, 1989 |
| 2 | Board of Directors, Minutes, Jan. 9- Dec.19, 1990 |
| 3 | Board of Directors, Minutes, Jan. 8- Oct. 23, 1991 |
| 4 | Board of Directors, Minutes, Jan. 6- Dec.16, 1992 |
| 5 | Board of Directors, Minutes, Jan. 21 - Nov. 17, 1993 |
| 6 | Board of Directors, Minutes, Jan. 12 - Dec. 7, 1994 (incomplete) |
| 7 | Board of Directors, Minutes, Feb. 14 - Oct. 18, 1995 (incomplete) |
| 8 | Board of Directors, Minutes, April 9, 1996 - Nov. 2, 1999
(incomplete) |
| 9 | Board of Directors, Minutes, June 29, 2000 - June 21, 2006
(incomplete) |

Box 5: Series II, Minutes, 1902-2006**Folder: Description:****Committees**

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|----|--|
| 1 | Committees, List of Officers, 1984-1990 |
| 2 | Anti-Smoking Taskforce, 1988 |
| 3 | Archives Committee, 1960-1962 |
| 4 | Archives Committee, 1982-1996 |
| 5 | Budget Review Committee, 1991 |
| 6 | Coalition for Homeless Women, 1989 |
| 7 | Financial Assistance Fund, 1982-1987 |
| 8 | Financial Assistance Fund, 1988 |
| 9 | Financial Assistance Fund, 1989-1992, 1996 |
| 10 | Historical Committee, 1982-1983 |
| 11 | Historical Committee, 1984 |

Box 6: Series II, Minutes, 1902-2006**Folder: Description:****Committees**

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|---|---------------------------------|
| 1 | Historical Committee, 1986-1990 |
| 2 | History, Audiotape |
| 3 | History of WMA-NYC |
| 4 | History of WMA-NYC, Young at 75 |

- 5 Mock-Up for Young at 75
- 6 Hospital-Liaison Committee: 1984-1988

Box 7: Series II, Minutes, 1902-2006

Folder: Description:

Committees

- 1 Legislative Committee, re: Equal Rights Amendment, 1937-51
- 2 Legislative Committee, re: Malpractice Insurance, Correspondence, 1975
- 3 Legislative Committee, re: Freedom of Choice, 1976-77
- 4 Legislative Committee: 1975-1989
- 5 Mary Putnam Jacobi Fellowship Committee: 1929
- 6 Mary Putnam Jacobi Fellowship Committee: 1935-38
- 7 Mary Putnam Jacobi Fellowship Committee: 1941-1948
- 8 Mary Putnam Jacobi Fellowship Committee: 1950-1959
- 9 Mary Putnam Jacobi Fellowship Committee: 1960-1969
- 10 Mary Putnam Jacobi Fellowship Committee: 1970-1979
- 11 Mary Putnam Jacobi Fellowship Committee: 1980-1989
- 12 Mary Putnam Jacobi Fellowship Committee: 1990-1994
- 13 Mary Putnam Jacobi Fellowship Committee, 1996
- 14 Membership Committee, 1983-1992
- 15 Program Committee, 1984-1991
- 16 Student Networking Committee, 1985-1989

Box 8: Series III, Financial Records, 1948-1992

Folder: Description:

- 1 Audits, 1948-1954, 1974, 1978
- 2 Bank Accounts, 1978-1983
- 3 Budget, 1986-1987
- 4 Budget, 1988-1989
- 5 Budget, 1991-1992
- 6 Cash Receipts and Cash Disbursements, 1952-1978
- 7 Cash Receipts, 1972
- 8 Correspondence, Lucie Rudd (Treasurer), 1974-1977
- 9 Correspondence, Anne Carter (Treasurer), 1984-1986
- 10 Correspondence, Barbara Kapelman, 1986-1988
- 11 Statements, 1982-1984
- 12 Student Loans, 1874-1980
- 13 Tax Exempt Records, 1974-1982

Box 8: Series IV, Administrative Office Assistant Records, no dates

Folder:	Description:
14	Bulk Mailing Procedures
15	Computer Database
16	Office Expenses

Box 9: Series V, Presidential Correspondence, 1934-1996

Folder:	Description:
1	Reid, Ada Chree, President, 1934-1938
2	Barringer, Emily Dunning, President, 1938-1942
3	Kleegman, Sophia J., President, 1942-1944
4	McCombs, A. Parks, President, 1944-1946
5	Ralli, Elaine, President, 1946-1950
6	Claman, Leoni, President, 1950-1954
7	Claman, Leoni, President, Pan American Medical Women's Alliance, Meeting and Correspondence, 1953
8	Nemir, Rose Lee, President, 1954-1956
9	Romaine, Adelaide, President, 1956-1958
10	Lichenstein, Julia, President, 1958-1962
11	Loeske, Lucille, President, 1962-1964
12	Pertiz, Edith, President, 1962-1968
13	Romaine, Adelaide, President, 1968-1970
14	Wortis, Ethel, President, 1970-1972
15	Howe, Suzanne, President, 1972-1974

Box 10: Series V, Presidential Correspondence, 1934-1996

Folder:	Description:
1	Wallis, Lilia, President, 1974-1976
2	Wallis, Lilia, President, 1977-1978
3	Wallis, Lilia, Future Physician's Club, 1969-1977
4	Wallis, Lilia, National Council of Women of US, 1975-1978
5	Wallis, Lilia, 1982-1983, 1987
6	Wallis, Lilia, 1991-2004
7	Gilder, Helena, President, 1978
8	Gilder, Helena, President, 1979
9	Gilder, Helena, President, 1980, 1993
10	Smith, Carol, President, 1980-1983
11	Stewart, Susan, 1981-1983

Box 11: Series V, Presidential Correspondence, 1934-1996

Folder:	Description:
1	Stewart, Susan, President, 1984
2	Stewart, Susan, President, 1985
3	Stewart, Susan, President, 1986
4	Stewart, Susan, President, 1987
5	Stewart, Susan, President, 1988-1989
6	Stewart, Susan, Executive Services, 1983-1988
7	Stewart, Susan, Miscellaneous
8	Bartlik, Barbara, President, 1988-1996

Box 11: Series VI, Membership, 1973-1996

Folder:	Description:
9	Applications, Abrams to Brodman
10	Applications, Brown to Fleischl

Box 12: Series VI, Membership, 1973-1996

Folder:	Description:
1	Applications, Foster to Levine
2	Applications, Levy-Ravetch to Richards
3	Applications, Ritter to Vudell
4	Award for Membership Recruitment, 1973
5	Membership, Brochure
6	Membership, 1974-1976
7	Membership, 1980-1983
8	Membership, 1984
9	Membership, 1985
10	Membership, 1986
11	Membership, 1987
12	Membership, 1988

Box 13: Series VI, Membership, 1973-1996

Folder:	Description:
1	Membership, 1988
2	Membership, 1989
3	Membership, 1989

4	Membership, 1990
5	Membership, 1991
6	Membership, 1991
7	Membership, 1992
8	Membership, 1993, 1996

Box 13: Series VII, Events, 1959-2003

Folder:	Description:
9	Events, Program Lists
10	Events, Speakers List
11	Dinner Golden Anniversary, 1959
12	Dinner Golden Anniversary, 1959
13	Dinner Golden Anniversary, 1959

Box 14: Series VII, Events, 1959-2003

Folder:	Description:
1	Dinners, Correspondence, 1973-1979
2	Events, 1980-1988
3	Events, 1989
4	Events, 1990
5	Events, 1991
6	Events, 1992
7	Events, 1993
8	Events, 1994
9	Events, 1995
10	Events, 1996-2003

Box 14: Series VIII, Publications, 1968-1998

Folder:	Description:
	Newsletters
11	Newsletter, Correspondence, 1982-1988
12	Newsletters, 1968-1982
13	Newsletters, 1983-1985

Box 15: Series VIII, Publications, 1968-1998**Folder: Description:****Newsletters**

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| 1 | Newsletters, 1986-1987 |
| 2 | Newsletters, 1988 |
| 3 | Newsletters, 1989-1992 |
| 4 | Newsletters, 1993-1996, 1998 |
| 5 | Referral Directory, 1985-1986 |
| 6 | Referral Directory, 1986-1987 |
| 7 | Referral Directory, 1987-1988 |
| 8 | Referral Directory, 1988 |
| 9 | Referral Directory, 1990 |
| 10 | Referral Directory, 1991 |
| 11 | Referral Directory, 1992 |
| 12 | Referral Directory, no date |
| 13 | Miscellaneous Material on Women in Medicine, no date |