

WORCESTER HISTORICAL MUSEUM

30 Elm Street
Worcester, Massachusetts

ARCHIVES

Salisbury Mansion Associates, Inc.
Records

1996.111

Processed by William F. Carroll, C.A.
March, 1999

TABLE OF CONTENTS

<u>series</u>		<u>page</u>	<u>box</u>
	Collection Information	3	
	Historical Background	4	
	Scope and Content	5	
	Series Description	6	
1	Corporate Records	7	1, 2
2	Financial Records	12	3, 4, 5
3	Correspondence	15	4
4	Publications/Publicity	16	4

Collection Information

Abstract: The Salisbury Mansion Associates Records includes administrative and financial records of the organization from its incorporation in 1956 through its dissolution by merger in 1985. The records also include correspondence, publications, and clippings.

Finding Aids: Finding Aid in print form available at Worcester Historical Museum Library and Archives.

Preferred Citation: Worcester Historical Museum Archives, 30 Elm Street, Worcester, Massachusetts.

Provenance: Donated by Robert S. Bowditch, 1996.

Access: Finding Aid is cataloged in MARC under the following subject headings (lcsh, aat, tgm, gmjpc, rbjnr) :

Salisbury, Stephen, 1746-1829.
Salisbury Mansion Associates.
Salisbury Mansion Associates – History.
Worcester Historical Museum.
Salisbury mansion.
Historic buildings – Massachusetts – Worcester.
Historic buildings – Massachusetts – Worcester – Conservation and restoration.
Historic buildings – Massachusetts – Worcester – Maintenance and repair.
Architecture, Domestic – Massachusetts – Worcester – 18th century.
Nonprofit organizations – Massachusetts – Worcester – Mergers.
Worcester (Mass.) – History.

Account books – Ledgers.
Accounts books – Minutes.
Clippings – Massachusetts – Worcester – Salisbury mansion.
Correspondence – Salisbury Mansion Associates, Inc.

See Also: Salisbury Mansion Associates Records 1981.05
Stephen Salisbury Letter 1994.187

Historical Background

Stephen Salisbury settled in Worcester about 1767, and operated a store, primarily hardware but including additional products such as seasonings and spices. The store was very successful for Salisbury, and, along with a successful farm, made him a wealthy person. Salisbury mansion was built for Salisbury as a home befitting his status and wealth. It was constructed in 1772 by Deacon Joseph Allen of Hardwick, and built according to plans drawn by Abraham Savage, a Boston architect.

The Salisbury family lived in the mansion until 1851, but retained ownership until 1905. During the last half of the 19th century the mansion was used as a school, a lodging house, and for offices. Following the death of Stephen Salisbury III in 1905, the mansion was bequeathed to the American Antiquarian Society. The building housed the Hancock Club until 1910, the Levana Club until 1914, and was subsequently used by the Red Cross and later as Headquarters of the 52nd Infantry Brigade, Massachusetts National Guard.

In 1929 the house was moved from its original location at Lincoln Square to its present site to allow for civic improvement projects in Lincoln Square. For some time subsequent to the move, the mansion was used by the Worcester Art Museum as an art school. In 1950 the mansion was sold to the Worcester Employment Society as a proposed crafts center. A deed restriction prevented alterations to the building which would change its historical appearance. In 1955 the Worcester Employment Society requested approval to remove the deed restriction so that the building could be radically altered, or demolished to build a more suitable facility for their purposes.

The Salisbury Mansion Associates was formed at this time to raise money to preserve the building by purchasing it from the Worcester Employment Society and to begin rehabilitation of the building, which was in need of major structural repairs. The building was acquired in 1958. Much of the building was rented to the Worcester Girl Scout Council, with the Council paying routine maintenance and repair costs, and the Associates funding structural repair and restoration. This relationship lasted for nearly 20 years. In the late 1970s a number of grants were received to allow the Associates to restore the mansion to its historical appearance, as well as completing structural repairs to the building. A lease arrangement was worked out with Worcester Historical Museum so that the mansion could be presented as a period museum of late 18th - early 19th century Worcester. In 1985 the Salisbury Mansion Associates, Inc. merged with the Worcester Historical Museum. The mansion is now operated as a museum by the Worcester Historical Museum, and forms an important part of the Museum's programs.

Scope and Content

The collection includes organizational records of Salisbury Mansion Associates, Inc., agendas and minutes of Annual Meetings and Directors' Meetings from 1956 to 1985. The records also include financial records of the organization. Included also are memoranda and draft copies of several grant applications for historic renovation of the mansion, lists of work performed and costs, plans, proposals, etc. Plans of the property, chain of title, and records of easements are included. The records include proposals and details of the merger in 1985 between Salisbury mansion Associates, Inc., and Worcester Historical Museum. The records also include correspondence, both general letters and specific letters about 1980s lease of Salisbury Mansion to Worcester Historical Museum, as well as correspondence concerning the Building Fund drive in 1976-1977. Descriptive pamphlets and brochures are included, along with clippings and articles about the Associates and their interests.

The collection is arranged topically and is described to folder level.

Series Description

Series 1: Administrative records. Includes 2 bound volumes of minutes, including charter and by-laws, memoranda, Annual Meeting agendas and notices, Directors' Meetings agendas, notices, and information. Also membership lists for the various years are included. Memoranda and notes relative to several grant applications are included, along with supporting documentation concerning the mansion and property. Records include details of a proposed merger between the Salisbury Mansion Associates, Inc., and Worcester Historical Museum, including transfer of preservation restrictions and building fund drive information. Also included are copies of Articles of Merger and Certificate of Merger, along with records re Dissolution of Salisbury Mansion Associates, Inc.

Series 2: Financial records. Income and expenses, 1958-1985, are in a bound ledger. Series also includes copies of state and federal tax filings and other reports, receipted bills, records of grants received, records of various fund drives, records of bequests, and other financial documents.

Series 3: Correspondence. General correspondence, 1967-1983; correspondence re Building Fund, 1976-1977; and correspondence re Lease of Salisbury Mansion to Worcester Historical Museum, 1980-1981.

Series 4: Publications/Publicity. Includes pamphlets about Salisbury mansion and the Salisbury houses, brochures and publicity about the restoration project for Salisbury Mansion, articles, and clippings.

Salisbury Mansion Associates
1996.111
Series 1, Administrative Records

<u>Box #</u>	<u>Folder #</u>	<u>Accession #</u>	<u>Description</u>
	BV-1	1996.111.1.1	Corporate minutes, 1956-1971, with Charter and By-Laws. 1 v. 30 cm.
	BV-2	1996.111.1.2	Corporate minutes, 1976-1985. 1 v. 30 cm.
1	1	1996.111.1.3	Memoranda. Manuscript notes re Annual Meetings, 1963-1978. 4 p.
1	2	1996.111.1.4	Forms. Sample forms for Annual Meetings. 5 items.
1	3	1996.111.1.5	Records of Annual Meeting, November 4, 1982. Includes Treasurer's report, notice, agenda, membership list, letters, etc.
1	4	1996.111.1.6	Records of Annual Meeting, September 24, 1981. Includes Treasurer's report, notice, agenda, etc.
1	5	1996.111.1.7	Records of Annual Meeting, September 25, 1980. Includes Treasurer's report, notice, agenda, etc.
1	6	1996.111.1.8	Records of Annual Meeting, October 16, 1983. Includes Treasurer's report, notice, agenda, letters, lists of members, etc.
1	7	1996.111.1.9	Lists. Membership lists, mailing lists, letters re membership.
1	8	1996.111.1.10	Lease (draft) between Salisbury Mansion Associates, Inc., and Worcester Historical Museum, 1980, with memoranda; and Lease between Worcester County Mechanics Association and Leland Daum, dba Natural Sound, 1980.
1	9	1996.111.1.11	Memoranda and letters re grant from Massachusetts Historical Commission to Salisbury Mansion Associates, 1978.

Series 1, continued

1	10	1996.111.1.12	Records of Agreement between Salisbury Mansion Associates, Inc., and Massachusetts Historical Commission, 1981.
1	11	1996.111.1.13	Records of Building Fund campaign, 1978-1979. Includes letters, pledges, etc.
1	12	1996.111.1.14	Miscellaneous records: Annual Meeting memoranda; budgets; preservation restrictions; SPNEA preservation agreements; Treasurer's reports; leases, plot plans; etc. 1970s.
1	13	1996.111.1.15	Memoranda re Building Fund, 1978. Includes clippings, letters, newsletters, etc.
1	14	1996.111.1.16	Memoranda and notes prepared by SPNEA (Society for the Protection of New England Antiquities) including letters and reports on interior and exterior paint.
1	15	1996.111.1.17	Reports, letters, photographic prints, sketches, re structural integrity of Salisbury Mansion.
1	16	1996.111.1.18	Letters, Solicitation for funds for restoration, not sent.
1	17	1996.111.1.19	Records of Annual Meeting, December 7, 1979. Includes Treasurer's report, agenda, notice, etc.
1	18	1996.111.1.20	Records of Directors' Meeting, December 5, 1978. Includes notice and memoranda.
1	19	1996.111.1.21	Records of Annual Meeting, December 11, 1977. Includes Treasurer's report, notice, agenda, reports, histories, memoranda.
1	20	1996.111.1.22	Records of Directors' Meeting, November 17, 1977. Includes notice.
2	21	1996.111.1.23	Records of Annual Meeting, December 10, 1978. Includes Treasurer's report, notice, agenda, etc.

Series 1, continued

2	22	1996.111.1.24	Records of Directors' Meeting, March 22, 1977. Includes notice and memorandum.
2	23	1996.111.1.25	Records of Annual Meeting, December 5, 1976. Includes Treasurer's report, notice, agenda, etc.
2	24	1996.111.1.26	Records of Directors' Meeting, October 21, 1976. Includes notice, and articles and letters re Salisbury Mansion.
2	25	1996.111.1.27	Records of Membership Meeting, August 11, 1976. Includes agenda and reports re structural integrity of Salisbury Mansion.
2	26	1996.111.1.28	Records of Directors' Meeting, June 23, 1976. includes notice and memoranda.
2	27	1996.111.1.29	Records of Annual Meeting, December 7, 1975. Includes Treasurer's report, notice, agenda, memoranda, etc.
2	28	1996.111.1.30	Records of Directors' Meeting, May 29, 1975. Includes agenda.
2	29	1996.111.1.31	Records of Annual Meeting, December 8, 1974. Includes Treasurer's report, notice and agenda, memoranda.
2	30	1996.111.1.32	Records of Directors' Meeting, November 11, 1974. Includes notice.
2	31	1996.111.1.33	Records of Annual Meeting, December 2, 1973. Includes Treasurer's report, agenda, notice, memoranda.
2	32	1996.111.1.34	Records of Directors' Meeting, November 20, 1973. Includes notice, memoranda, postal cards.
2	33	1996.111.1.35	Records of Directors' Meeting, November 15, 1972. Includes notice and memoranda.

Series 1, continued

2	34	1996.111.1.36	Records of Annual Meeting, November 25, 1984.
---	----	---------------	---

			Includes notice, agenda, memoranda, draft lease form, etc.
2	35	1996.111.1.37	Membership list, 1966; list of new members (invitees) with memoranda; memoranda re 1966 contributions.
2	36	1996.111.1.38	Membership list, 1967, and memoranda.
2	37	1996.111.1.39	Membership list, 1968, and 1968 contributions; including draft copies.
2	38	1996.111.1.40	Membership list, 1969, and draft copy.
2	39	1996.111.1.41	Membership list, 1970.
2	40	1996.111.1.42	Membership list, 1972. (2 copies, 1 annotated)
2	41	1996.111.1.43	Membership list, 1974. (2 copies, 1 annotated)
2	42	1996.111.1.44	Membership list, 1978.
2	43	1996.111.1.45	Records of Annual Meeting, September 25, 1980. Includes notice, agenda, memoranda.
2	44	1996.111.1.46	Plans of Salisbury mansion property, 1950, 1980.
2	45	1996.111.1.47	Miscellaneous notes and memoranda.
2	46	1996.111.1.48	Records of Merger between Salisbury Mansion Associates, inc., and Worcester Historical Museum, 1985, re fund drive for mansion, transfer of preservation restrictions, etc.
2	47	1996.111.1.49	Records of Merger between Salisbury Mansion Associates, Inc., and Worcester Historical Museum, 1985, re transfer of funds, restrictions, etc. Includes Articles of Merger, proposed vote, letters, memoranda.

Series 1, continued

2	48	1996.111.1.50	Preservation Restriction granted by Salisbury Mansion Associates, Inc., to Commonwealth of
---	----	---------------	--

			Massachusetts, as accepted by Worcester Historical Museum.
2	49	1996.111.1.51	Agreement of Merger between Salisbury Mansion Associates, Inc., and Worcester Historical Museum, November 5, 1985. (photocopies)
2	50	1996.111.1.52	Articles of Merger between Salisbury Mansion Associates, Inc., and Worcester Historical Museum, 1985. (photocopies)
2	51	1996.111.1.53	Clippings. "Museum to take over Mansion." Worcester Telegram, November 6, 1985.
2	52	1996.111.1.54	Certificate of Merger. (photocopies)
2	53	1996.111.1.55	Notice of Dissolution, from Massachusetts State Secretary's Office to Salisbury Mansion Associates, Inc. Mailing lists and memoranda re merger.
2	54	1996.111.1.56	Records, letters, memoranda, re Easements on Salisbury Mansion property held by abutters and others.
2	55	1996.111.1.57	Legal Document: Notice of intention to prevent acquisition of easement; to American Red Cross et al. from Salisbury Mansion Associates, Inc., October 1966.
2	56	1996.111.1.58	Deeds to Salisbury mansion Associates, Inc., property including Easements. Includes plans of land, letters, memoranda.
2	57	1996.111.1.59	Miscellaneous letters and memoranda re Merger between Salisbury Mansion Associates, Inc., and Worcester Historical Museum. 1985.

Salisbury Mansion Associates
1996.111
Series 2, Financial Records

<u>Box #</u>	<u>Folder #</u>	<u>Accession #</u>	<u>Description</u>
	BV-3	1996.111.2.1	Ledger, 1958-1985. Income and expenses, records of Savings Accounts, records of stock transactions. 1 v. 27 cm.
3	58	1996.111.2.2	Annual financial statements of Salisbury Mansion Associates, Inc., 1978-1982.
3	59	1996.111.2.3	Records re grants for building renovation from National Trust and SPNEA, with memoranda re bills and payment records. 1977-1978.
3	60	1996.111.2.4	Memoranda and draft copies of annual filings with federal and state tax agencies, 1970s-1980s.
3	61	1996.111.2.5	State tax forms, 1959-1985, with memoranda, notes, and lists of officers.
3	62	1996.111.2.6	Annual Report, Form PC, 1959-1985, with memoranda, notes, etc.
3	63	1996.111.2.7	Memoranda re Fund Drive, including mailing lists, letters, etc.
3	64	1996.111.2.8	Bills, 1958.
3	65	1996.111.2.9	Bills, 1959.
3	66	1996.111.2.10	Bills, 1960.
3	67	1996.111.2.11	Bills, 1961.
3	68	1996.111.2.12	Bills, 1962.
3	69	1996.111.2.13	Bills, 1963.
3	70	1996.111.2.14	Bills, 1964.
4	71	1996.111.2.15	Bills, 1967.

Series 2, continued

4	72	1996.111.2.16	Bills, 1968.
4	73	1996.111.2.17	Bills, 1969.
4	74	1996.111.2.18	Bills, 1970 and 1971.
4	75	1996.111.2.19	Bills, 1972.
4	76	1996.111.2.20	Bills, 1973, 1974, 1975.
4	77	1996.111.2.21	Bills, 1976, 1977, 1978.
4	78	1996.111.2.22	Records of bequest of Mary Earle Gould to Salisbury Mansion Associates, Inc., 1972.
4	79	1996.111.2.23	Records of bequest of Cornelia B. Forbes to Salisbury Mansion Associates, Inc., 1979.
4	80	1996.111.2.24	Records of bequest of Mary G. Rice to Salisbury Mansion Associates, Inc., 1978.
4	81	1996.111.2.25	Records of bequest of Elizabeth Warren to Salisbury Mansion Associates, Inc., 197u.
4	82	1996.111.2.26	Letter. Salisbury Mansion Associates, Inc., from Internal Revenue Service re 501(c)(3) status. Photocopy.
4	83	1996.111.2.27	List. Membership list of Salisbury Mansion Associates, Inc., with contributions and income received, 1977. Photocopy.
4	84	1996.111.2.28	Records. Salisbury Mansion Associates, Inc., IRS Form 4653, Foundation status. Includes notes and memoranda.
4	85	1996.111.2.29	Brochures: stock information; and, dividends statements, 1970-1978.
4	86	1996.111.2.30	Records of preservation work and repairs to Salisbury Mansion contracted with Swanson-Janson Company, 1977-1979.

Series 2, continued

4	87	1996.111.2.31	Treasurer's reports, 1973-1978.
4	88	1996.111.2.32	Records of fire suppression proposals for Salisbury Mansion; memoranda re restoration program.
4	89	1996.111.2.33	Treasurer's reports, 1966-1968; and sample Treasurer's report.
4	90	1996.111.2.34	Letter and memoranda re funds toward restoration of Salisbury oil painting in Horticultural Hall, 1972.
4	91	1996.111.2.35	Letters and memoranda re federal aid for historic building rehabilitation, with excerpts of applicable programs, 1966-1968.
5	92	1996.111.2.36	Letters, application forms, etc. re federal income tax exemption, 1966-
5	93	1996.111.2.37	Memoranda re Massachusetts tax forms for charitable organizations.
5	94	1996.111.2.38	Massachusetts Department of Taxation [et al.] Form 12 and Form PC-1, 1956-1978.
5	95	1996.111.2.39	Massachusetts Annual Report Forms, 1956-1976.
5	96	1996.111.2.40	Federal Tax Form 990A, 1960-1979, with worksheets and memoranda.

Salisbury Mansion Associates
1996.111
Series 3, Correspondence

<u>Box #</u>	<u>Folder #</u>	<u>Accession #</u>	<u>Description</u>
4	97	1996.111.3.1	Correspondence re Lease with Worcester Historical Museum, 1980-1981.
4	98	1996.111.3.2	Correspondence re Building Fund, 1976-1977.
4	99	1996.111.3.3	Miscellaneous correspondence, 1978-1983.
4	100	1996.111.3.4	Correspondence, 1967-1979.

Salisbury Mansion Associates
1996.111
Series 4, Publications/Publicity

<u>Box #</u>	<u>Folder #</u>	<u>Accession #</u>	<u>Description</u>
4	101	1996.111.4.1	Pamphlet: The Salisbury mansion, by Louisa Dresser Campbell. 1980. 19 p. 2 copies, with typescripts of text and notes.
4	102	1996.111.4.2	Pamphlet: The Salisbury houses, by Charles H. Sawyer and Louisa Dresser Campbell. 1980. [32 p.]
4	103	1996.111.4.3	Brochures re Salisbury Mansion Restoration Project.
4	104	1996.111.4.4	Clippings and articles re Salisbury Mansion, Worcester Historical Museum, Stephen Salisbury.