

# PLANNED PARENTHOOD ASSOCIATION OF CENTRAL INDIANA RECORDS, 1932-1985

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Collection #  
M 0468  
BV 2252-2254  
OMB 0053

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Processed by  
Paul Brockman  
December 22, 1986

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## COLLECTION INFORMATION

VOLUME OF COLLECTION:	14 manuscript boxes, 2 oversize boxes and 3 bound volumes (8.25 linear feet)
COLLECTION DATES:	1932-1985
PROVENANCE:	Gift of Planned Parenthood Association of Central Indiana, 17 November 1986
RESTRICTIONS:	none
REPRODUCTION RIGHTS:	Permission to reproduce or publish material in this collection must be obtained in writing from the Indiana Historical Society
ALTERNATE FORMATS:	none
OTHER FINDING AIDS:	none
RELATED HOLDINGS:	
ACCESSION NUMBER:	1987.0096
NOTES:	Planned Parenthood of Central Indiana made its initial donation

of records in November, 1986. They will continue to donate records as they become inactive on a schedule of approximately five year intervals.

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## **HISTORICAL BACKGROUND**

The Indianapolis (now Central Indiana) branch of the Planned Parenthood Association was established on February 4, 1932 and was known as the Indiana Birth Control League. Dr. R. Clyde White of Indiana University presided over the first meeting which was held at the Hotel Lincoln in Indianapolis. The organization's name was changed to the Maternal Health League of Indiana in January, 1934, and later that year the public was invited to the association's annual meeting for the first time.

The agency employed a full time executive director in 1947. Prior to this time all workers were volunteer except for the clinic's doctors and nurses. Mary Sinclair was named the first executive director (then called Executive Secretary), and she, in turn, was followed by Mrs. Dorothy McClamroch in 1948. Helen McCalment assumed the duties from McClamroch in 1955 and retained them until her retirement in 1979, at which time she was succeeded by the association's present director, Delbert Culp.

The association's major purpose is the establishment and maintenance of birth control clinics, which provide medical services, counsel, and dispense supplies. The first clinic, known as the Maternal Health Clinic, was established in 1933 and was located in the Meridian Life Building in Indianapolis. The clinic was staffed by a doctor and a nurse and was limited to married women with two or more children who were "referred by a licensed physician or a recognized social agency with a written report accompanying the patient." The average number of patients in the clinic's first years was 32, with a total of 1,534 by 1938. The number of children restriction was lifted for the use of its services in 1940, and in 1943 the clinic received 525 new patients. In the mid-1950s the association expanded from traditional birth control services into the areas of premarital counseling, services to teens, and infertility services. A continued increase in the number of new patients and returnees led to the establishment of a number of neighborhood birth control clinics, the first of which was opened in July, 1963, in Lockefield Gardens. Grants obtained from Title X, Title XX, and Title V (Maternal and Child Health) provided the much needed finances to allow increases in staff and supplies that resulted in the establishment of additional clinics including those in the surrounding counties of Boone, Hancock, Hendricks, Johnson, Morgan, Bartholomew, and Shelby. In 1978 the agency served 21,604 patients.

Financing for the association and its clinic originally came only from private sources and campaigns. Although the organization had been admitted into the Council of Social Agencies around 1952, it was not until 1965 that a recognized organization, the Indianapolis Foundation, supported the association. The agency's primary goal of "every child a wanted child" began to be accepted in the early 1960s with the legalization of birth control pills and was greatly aided by the attainment of federal grants in the 1970s. In 1979 the executive director was able to administrate with a budget of \$100,000. In addition to the Indianapolis area, Planned Parenthood has maintained organizations in a number of Indiana cities with some tracing their origin to the 1930s. Indiana cities with Planned Parenthood Associations include Evansville, Fort Wayne, South Bend, and Gary.

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## **SCOPE AND CONTENT NOTE**

The largest portion of the collection contains the association's records after the 1970s. With a few exceptions, the only items that predate the 1970s is a complete run of the board of directors minutes and related materials from 1932-1976 (BV 2252-2254; Box 1 and Box 2, folder 1). Information contained in the minutes includes appointments and resignations of officers, committee reports, financial reports, seeking outside advise on organizational matters, obtaining speakers and arranging for annual meetings, and campaign fund raising. Also included are political endorsements (p. 36 in 1937-1942 minutes) and detailed information and statistics on the clinic's operation such as the

number of patients (broken down by races in the earlier years), number of new patients, who recommended, and cash received.

The remainder of the collection comprises the association's records, correspondence, and printed items including other board of director's materials such as correspondence, membership lists, bylaws, manuals, and general information. Also contained are meeting minutes, correspondence, and general information regarding the organization's various committees including Public Affairs, Executive, Personnel, Nominating, Education, and Legislative (1975-1982). In addition there is information, financial and operational records, printed information, and statistics regarding the association's clinics (1935-1980). There is also correspondence with the Great Lakes Regional Office and the national and local offices, as well as with other service related organizations such as the United Fund's refusal to include Planned Parenthood as a member organization (1957-1970; Box 5, Folder 2). Also contained are financial statements, budgets, and financial ledgers (1967-1983). Additional financial records include grant applications, invoices, reports, worksheets, revisions, agreement for services, vouchers, expenditures, budgets, contracts, agreements, and correspondence for federal government titles V, X, XX, and applications and claim vouchers to the Indiana State Board of Health (1974-1981). The collection also includes reports to the BCRR (Bureau of Community Health Services Common Reporting Requirements, 1977-1981--a federal agency) and the financial records and correspondence of the BBJ (Bartholomew, Brown, and Jackson Counties) Branch. Among the patient related materials are questionnaires regarding clinic visits, educational information, and items of a general nature (1960s-1970s). There are also association and clinic personnel materials such as employee information and changes, changes in board membership, including the search for a new executive director (1979), and orientation and operational manuals. The association's records also contain correspondence, records, and publications regarding fund raising and other financial contributions (1957-1980). Also included are Planned Parenthood and other related publications regarding overpopulation, contraception, sex, and general topics, as well as publicity materials, advertising publications, and scrapbooks (1940s-1980s).

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## **BOX AND FOLDER INVENTORY**

### **Box 1: Board of Directors Minutes 1932-1972**

FOLDER	CONTENTS
1	Board of Directors Minutes, 1932-1937; 1937-1942; 1942-1946; 1946-1949 (see also BV 2252-2254)
2	Board of Directors Minutes, 1950-1952
3	Board of Directors Minutes, 1953-1955
4	Board of Directors Minutes, 1955-1958
5	Board of Directors Minutes, 1959-1961
6	Board of Directors Minutes, 1962-1965
7	Board of Directors Minutes, 1966-1969
8	Board of Directors Minutes, 1970-1972

### **Box 2: Board of Directors Minutes, 1973-1976, 1982, Correspondence and Related Materials 1932-1982**

FOLDER	CONTENTS
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1	Board of Directors Minutes, 1973-1976
2	Meeting Information, 1930s-1940s (loose items from bound volumes of 1932-1946 Minute Books)
3	Minutes, 1976
4	Board of Directors Members, 1979
5	Board of Directors Minutes, 1982
6	Meeting Minutes, Financial Records, Memos, and Correspondence, 1976-1983
7	Memos, Records, and Notes, 1976-1979
8	Bylaws and Board of Directors Information, 1960-1961
9	Executive Director's Correspondence, 1969-1971
10	Executive Director's Correspondence, 1975
11	Board of Directors Correspondence, 1979

**Box 3: Board of Directors Manual, Related Materials, and Monthly Reports 1978-1981 and Committee Records, 1978-1983**

FOLDER	CONTENTS
1	Board of Directors Manual, 1980-1981
2	Organizational Information
3	Monthly Reports, 1978
4	Monthly Reports, 1979
5	December Monthly Report, 1979 (year end)
6	Nominating Committee, 1978-1979, Minutes
7	Nominating Committee, 1979
8	Public Affairs Committee, 1978-1980
9	Programs, Staff, and Public Affairs, 1981-1983
10	Personnel Committee, 1979
11	Personnel Committee, 1979, Minutes
12	Executive Committee, 1979, Minutes
13	Executive Committee, 1979, Correspondence
14	Budget and Finance Committee, 1978, 1980
15	Medical Advisory Committee Minutes, 1978

16	Medical Advisory Committee Minutes, 1979
17	Legislative Committee, 1977-1979
18	Education Committee, 1977-1979

**Box 4: Committee Records and Clinic, 1975-1980**

FOLDER	CONTENTS
1	Community Education Committee Minutes, 1982
2	Community Education Program, 1978-1980
3	Executive Search Committee, 1979
4	Planning Committee, 1979
5	Community Service Council, 1975-1979
6	Legislation (Committee to Advance Rights of Minors), 1975
7	Indiana Planned Parenthood Affiliates Association, 1975-1978
8	Medical Advisory Committee-Medical Director, 1975-1978
9	Clinic Memos and Materials, 1978-1980
10	County Clinics and Medical Information, 1977-1979
11	County Clinic Profiles, 1978-1979
12	Clinic Site, Fact Sheets, 1979 Data

**Box 5: General Files, 1957-1980; Financial Records and General Files, 1967-1983**

FOLDER	CONTENTS
1	Executive Director Memos, 1979-1980
2	Correspondence Regarding United Fund, 1957-1970
3	Financial Information and Correspondence, 1975-1978
4	Office Related Correspondence, 1977-1980
5	Three Year Plan, 1978
6	Financial Statements, 1975
7	Financial Statements, 1976
8	Financial Statements, 1977

9	Financial Statements, 1978
10	Financial Statements, 1979
11	Budget and Audit Reports, 1967-1985
12	Budget, 1978-1979
13	Budget Sheet, 9-30-1982
14	Budget vs. Patient Data, 1969-1979
15	Summary of Income and Expenses, 1979-1983
16	Contributions, 1981; Personnel Committee Meeting, 1981
17	Helen McCalment Fund
18	Annual Report to National Organization, 1974-1979
19	Correspondence, 1977

#### **Box 6: General Files and Questionnaires**

FOLDER	CONTENTS
1	Memos and General Information, 1982
2	Political Correspondence and Information
3	Great Lakes Regional Office, 1973-1976
4	Great Lakes Regional Office, 1979
5	Dr. Allan F. Guttmacher
6	Blank Forms
7	Monthly Counts/Lecture Sessions, 1980
8	Completed Questionnaires (General Patient)-I
9	Completed Questionnaires (General Patient)-II
10	Completed Questionnaires (General Patient)-III
11	Completed Questionnaires (General Patient)-IV
12	Personnel Information

#### **Box 7: General Files and Financial Records, 1970's-1980's; Grant Information (Title V), Financial Information 1975-1980**

FOLDER	CONTENTS
1	Orientation Manual
2	Publicity and Office Operating Manual, 1970s and 1980s
3	Film and Pamphlet List, 1980
4	Correspondence, Title V, 1975-1977
5	Vouchers, Invoices, Title V, 1976
6	Grant Applications, Title V, 1976-1977
7	Title V Grant Application 10/1978-9/1979
8	Title V Grant Application 10/1979-9/1980
9	Agreement for Services, Title V, 1975-1979
10	Vouchers, 1977-1978
11:	Quarterly Reports, Budget, 1978
12	Grant Revision, Work Papers
13	County Office and Medical Supplies, 1977
14	Invoice Worksheets, 1977

**Box 8: Grant Information (Title V), Financial Information, 1974-1981**

FOLDER	CONTENTS
1	Invoice Worksheets, 1978
2	Invoice Worksheets, 1978
3	Invoice Worksheets, 1979
4	BBJ (Columbus Branch) Invoices, 1974-1975
5	BBJ-Family Planning Finances and Expenses, 1975
6	Reports and Vouchers to State Board of Health, 1975-1977
7	Project Application, Indiana Board of Health, Maternal and Child Health Division, 1979
8	State Board of Health Claim Vouchers for County Clinic Program, 1979

**Box 9: BCRR Reports 1977-1981; Grants (Title X and XX) Invoices 1969-1974**

FOLDER	CONTENTS
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1	BCRR Reports, 1977
2	BCRR Reports, 1978
3	BCRR Reports, 1979
4	Cost allocation Time Studies, BCRR Report Ending 6-30-1979
5	BCRR Reports, 1980
6	BCRR Reports, 1981
7	Invoices, 1969-1972
8	Invoices, 1973-1974

**Box 10: Grants (Title X and XX), Budgets, and Invoices, 1974-1978**

FOLDER	CONTENTS
1	Invoices, 1974-1975
2	Title X Expenditures, 1973-1975
3	Grant Application, 1975
4	Invoices, 1975
5	Title X Grant Application, 1976
6	Budget and Expenditure Reports, 1976
7	Agreement for Services, 1977
8	Title X Grant Application, 1977
9	Budget and Invoices, 1978

**Box 11: Grants (Title X and XX) Budgets and Invoices 1978-1980**

FOLDER	CONTENTS
1	Invoices, 1978
2	Title X Grant Application, 1978
3	Agreement for Services, 1978
4	Budget, 1978
5	Summary Budget, 1978
6	Agreement for Services, 1979



7	Title X Grant Application, 1979
8	Title X Invoices, 1979
9	Title X Invoices, Budget, 1979
10	Title XX--7/1977-6/1979, Proposal, Contract, Agreement
11	Title XX--7/1978-6/1979, Proposal, Contract, Agreement
12	Budget, 1979
13	Title XX--7/1979-6/1980--Proposal, Contract, Agreement

**Box 12: Grants (Title XX) Budgets and Applications, 1979-1983; Financial Records 1975-**

FOLDER	CONTENTS
1	Title XX, Cost Statement, 1979-1980
2	Title XX, Budget Application, 1980
3	Title XX, Grant Application, 7/1981-6/1982
4	Ledger Sheets, 1976- (OMB 0053, Box 1, Folder 1)
5	Ledger Sheets, Supplies, 1977 (OMB 0053, Box 1, Folder 2)
6	Personnel Services, 1977 (OMB 0053, Box 1 Folder 3)
7	Personnel Services, 1978 (Book I) (OMB 0053, Box 1, Folder 4)
8	Supplies, 1978 (Book II) (OMB 0053, Box 1, Folder 5)
9	Supplies, 1978 (Book II) (OMB 0053, Box 1, Folder 6)
10	Personnel Services, 1979 (Book I) (OMB 0053, Box 1, Folder 7)
11	Income and Expenditure, 1979, Ledger Summary
12	In-Kind Contributions Log, 1980
13	Income and Expenditures, 1980
14	Work Papers, Client Copies, 1980
15	Cash Disbursements, 1980 (I)
16	Cash Disbursements, 1980 (II)

**Box 13: Publicity, and Publications.**

FOLDER	CONTENTS
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1	Miscellaneous Clippings and Printed Materials, 1970s.
2	Advertising
3	General Publications
4	Clippings
5	Contraception Information Publications
6	Population Information Publications

**Box 14: Publications and Miscellaneous Printed Materials; Scrapbooks**

FOLDER	CONTENTS
1	General Information Publications
2	Sex Information Publications
3	Manual of Medical Standards and Guide Lines (I)
4	Manual of Medical Standards and Guide Lines (II)
5	Chord, 1987-1988
6	Scrapbook, Publicity 1971-1978
7-9	Scrapbooks (3) 1940's-1970's (OMB 0053, Box 2, Folders 1-2)

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**CATALOGING INFORMATION**

For additional information on this collection, including a list of subject headings that may lead you to related materials:

1. Go to the Indiana Historical Society's [online catalog](#)
2. Click on the "Local Catalog" icon.
3. Search for the collection by its call number, using the letter or letters designation and **four** digits (e.g., M 0715, SC 2234).
4. When you find the collection, go to the "Holdings" screen for a list of headings that can be searched for related materials.

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