

**Inventory to the
Protestant Church-Owned Publishers' Association
Records, 1948**

AR. 795-641



Protestant Church-Owned Publishers' Association, Annual Meeting, St. Louis, Missouri, February 23, 1959

**Southern Baptist Historical Library and Archives
March 2009**

I. Historical/Organizational Sketch

The Protestant Church-Owned Publishers' Association is a trade association of religious publishing houses owned and operated by their parent protestant church bodies. It was chartered in Pennsylvania on June 22, 1951, with 24 member houses. The Sunday School Board, SBC, was one of the founding members.

The organization exists to serve the common interest of its member houses. Its most visible cooperative achievement is the development and distribution of the Cooperative Protestant Religious Education Curriculum, a fully graded two-track curriculum produced in cooperation with the Religious Education Advisory Group of the Armed Forces Chaplains Board.

Currently the Membership includes 30 publishers, with two part-time staff persons. The headquarters is currently (1986) at the United Methodist Publishing House in Nashville, Tennessee. The association has four committees: Armed Forces Curriculum; Membership; Education; and Projects. It published a bi-monthly newsletter, *Roundtable*. The association hold biennial meetings.

II. Scope and Content Note

In May, 1985 the association agreed to designate the E. C. Dargan Library as the depository for its official records. The records were transferred to the Dargan Library early in 1986.

The records include 8 linear ft. and span the year 1948 to 1986. The records include the normal type of material for a trade association. Minutes, financial records, meeting files, publications and committee files are found in the collection. In addition speeches and addresses delivered at meetings are a part of the records. Photographs of the presidents of PCPA are in the collection.

The records have been divided into 5 series.

A. Record Books and Minutes, 1951-1976: Includes minutes of meetings and executive committee, agendas, financial reports and other reports. Boxes 1-4.

B. Financial Records, 1951-1984: Includes account books, audit reports and tax information.

C. General Files: Alphabetical arrangement of general files, including committee files, meeting files, special projects, directories, handbooks, memorandas, reports of the Executive Secretary, *Roundtable* (newsletter) and speeches.

D. Moscow International Book Fair: Includes clippings, correspondence, exhibit catalogues, press releases and miscellaneous information about the PCPA's participation in the Book Fair from 1979 until 1985. Correspondence is from Bob M. Boyd, then Executive Secretary of PCPA.

E. Photographs: The collection also includes photographs of presidents of the PCPA and a few other photographs related to meetings arranged chronologically by term of presidency.

III. Manuscript/Folder Listing

A. Record Books and Minutes

Box 1

- 1.1 Record Book, 1951-1953 – Includes decree, articles of incorporation, by-laws, minutes of directors meetings, agendas, financial records and reports.
- 1.2 Record Book, 1954-1956
- 1.3 Record Book, 1957-1960

Box 2

- 2.1 Record Book, 1961-1963
- 2.2 Record Book, 1964-1975
- 2.3 Minutes, Board of Directors and Executive Committee, 1976

Box 3

- 3.1 Executive Committee Minutes, 1951-1953
- 3.2 Executive Committee Minutes, 1954-1956
- 3.3 Executive Committee Minutes, 1957-1959

Box 4

- 4.1 Executive Committee Minutes, 1959-1963
- 4.2 Executive Committee Minutes, 1963-1973
- 4.3 Executive Committee Minutes, 1974-1975

B. Financial Records

Box 5

- 5.1 Account Book, 1951-1964 – Includes cash receipts, cash disbursements, salary record, general ledger and journal.
- 5.2 Account Book, 1965-1971
- 5.3 Account Book, 1971-1976
- 5.4 Audit Reports, 1952-1972
- 5.5 Audit Reports, 1976-1982
- 5.6 Tax Information – deposits, reports, receipts – before 1975

C. General Files

Box 6

- 6.1 Accounting Committee, 1955-1956 (correspondence, reports, questionnaires, minutes)
- 6.2 Accounting Committee, 1957-1958
- 6.3 Accounting Committee, 1959-1964
- 6.4 Accounting Committee, 1965-1971
- 6.5 Advertising Cost Survey, 1957-1964
- 6.6 American Bible Society Liaison Committee, 1955-1967
- 6.7 Annual Meeting – Attendance
- 6.8 Annual Meeting – History
- 6.9 Annual Meeting – Programs, 1952-1966
- 6.10 Annual Meeting – Programs, 1967-1986
- 6.11 Armed Forces Curriculum Committee, 1954-1960
- 6.12 Armed Forces Curriculum Committee, 1961-1972
- 6.13 Armed Forces Curriculum Committee, 1978-1979
- 6.14 Armed Forces Curriculum Committee – History of Committee Action (up to 1978)
- 6.15 Armed Forces Curriculum Committee – Selection Conference, July 1978
- 6.16 Assessment (Dues) – History, 1951-1978
- 6.17 Books, Periodicals, and Sales, and Inventory Ratios, 1951
- 6.18 Brochures, PCPA
- 6.19 Bryn Mawr Move, 1969
- 6.20 By-law Revision Task Force, 1981-1983
- 6.21 Committees – Record, 1951-1970
- 6.22 Cooper, James – Retirement
- 6.23 Cooperative Advertising – History, 1951-1957
- 6.24 Cooperative Notebooks, 1952-1956
- 6.25 Credit and Collection Policies Survey, 1983-1984

Box 7

- 7.1 Curriculum Promotion Committee, 1964-1965
- 7.2 Curriculum Promotion Committee, 1966-1967
- 7.3 Curriculum Promotion Committee, 1968-1975
- 7.4 Decree and Articles of Incorporation
- 7.5 Denominations that PCPA members supply curriculum materials and church supplies (April, 1984)
- 7.6 Dental Insurance Survey, 1984
- 7.7 Directories, 1951-1970
- 7.8 Directories, 1971-1984
- 7.9 Electronic Editing (survey), 1982
- 7.10 Financial Services Committee, 1973-1975
- 7.11 Foreign Market Development (survey), 1982
- 7.12 Future Planning Task Force, 1977

- 7.13 General Publishing Committee, 1973-1975
- 7.14 Government Relations Committee, 1952-1975
- 7.15 Handbooks and prospectives, 1950
- 7.16 Hart, Childs, Hepburn, Russ and Putnam, 1961-1972 (legal documents)
- 7.17 "How church-owned publishers fit into their denominational organizations," 1962.
- 7.18 Information bulletins, 1951-1969
- 7.19 Language Publishing Article (*Roundtable*), 1981
- 7.20 Listing used on membership plaque, 1954
- 7.21 Management Support Services Committee, 1975-1976

Box 8

- 8.1 Membership Committee, 1953-1959
- 8.2 Membership Committee, 1960-1970
- 8.3 Membership Committee, Reports, 1954-1975
- 8.4 Memoranda (to PCPA members), 1951
- 8.5 Memoranda – 1952
- 8.6 Memoranda – 1953-1956
- 8.7 Memoranda – 1957-1969
- 8.8 Officers, 1951-1988
- 8.9 Organization – Appreciation Letters
- 8.10 Organizational File – (correspondence, legal documents, etc.)
- 8.11 Periodical Committee, 1955-1957
- 8.12 Periodical Committee, 1958-1962
- 8.13 Periodical Committee, 1963
- 8.14 Personnel Committee (Mail Order Training Manual)

Box 9

- 9.1 Presentations by Guest Speakers at annual meeting
- 9.2 Personal Computer use survey (projects committee), 1985
- 9.3 Presidential Addresses, 1956
- 9.4 Printing Survey, 1977
- 9.5 Programs – Annual Banquet
- 9.6 Programs – Prospectus, 1952-1968
- 9.7 Publicity Releases
- 9.8 Publishing Task Force, 1976-1977
- 9.9 Religious Film Libraries (Minutes – Board of Directors/Executive Committee, 1953-1959)
- 9.10 Reports – Executive Secretary, 1951-1954
- 9.11 Reports – Executive Secretary, 1955-1985
- 9.12 Research and Development Committee
- 9.13 Retail Distribution Committee, 1957-1975
- 9.14 Retirees, PCPA

Box 10

- 10.1 Roundtable (newsletter), 1953-1977 (bound volume)
- 10.2 Roundtable (newsletter), 1978-1985 (bound volume)
- 10.3 Sales/Data Collection Task Force, 1978
- 10.4 Seminar Record
- 10.5 Site Selection (annual meeting) questionnaire, 1981
- 10.6 Speeches by PCPA members (alphabetical order)
- 10.7 Statements of Corporate Purposes (member houses), 1965, 1982
- 10.8 Study program for retail store personnel, 1954
- 10.9 Tail, Weller, and Baker (CPA firm), 1966-1975
- 10.10 Tax survey and book store locations, 1970-1973
- 10.11 Telephone service questionnaire, 1983
- 10.12 Trade Directories, 1957-1959
- 10.13 Training events (education committee), 1985

D. Moscow International Book Fair

Box 11

- 11.1 Book – *America through American Eyes: An Exhibit of recent books that reflect life in the United States* (Association of American Publishers: Moscow International Book Fair) – 1985
- 11.2 Book – *What About the Russians?: A Christian Approach to the US-Soviet Conflict* – Edited by Dale W. Brown – 1984
- 11.3 Catalogue of Exhibitors – 1979
- 11.4 Catalogue of Exhibitors – 1981
- 11.5 Catalogue of Exhibitors - 1983
- 11.6 Clippings – General
- 11.7 Clippings – Moscow International Book Fair – 1980-1981
- 11.8 Clippings (Miscellaneous) – Moscow International Book Fair – 1983
- 11.9 Correspondence – Boyd, Bob M. – 1979
- 11.10 Correspondence – Boyd, Bob M. – 1981
- 11.11 Correspondence – Boyd, Bob M. – 1983
- 11.12 Correspondence – Boyd, Bob M. – 1984
- 11.13 Correspondence – Boyd, Bob M. – 1985
- 11.14 Correspondence – General Directorate of International Book Exhibitions and fairs – 1985
- 11.15 History of Moscow International Book Fair Participation by the PCPA – By Bob M. Boyd, Executive Secretary of the PCPA – 1978-1986
- 11.16 Information Bulletins – Moscow International Book Fair – 1983
- 11.17 Information Bulletins – Moscow International Book Fair – 1985
- 11.18 Notes – Boyd, Bob M. – 1981
- 11.19 Photographs – Moscow International Book Fair – 1981
- 11.20 Photographs – Moscow International Book Fair – 1985
- 11.21 Press Releases – Moscow International Book Fair – 1981-1985
- 11.22 Research Project – “A Bow of Burning Gold: American Publishers & The

- Moscow Book Fair” by Joseph S. Drew – December 1983
- 11.23 Research Project – “Through American Eyes: The Moscow Book Fair, A Survey of United States Publishers Who Have Attended” by Joseph S. Drew – January 1983
 - 11.24 Titles to be Exhibited – Moscow International Book Fair – 1981
 - 11.25 Titles to be Exhibited – Moscow International Book Fair – 1983
 - 11.26 Travel Arrangements – Moscow International Book Fair – 1981
 - 11.27 Travel Arrangements – Moscow International Book Fair – 1983

D. Photographs

Box 12

- 12.1 Pat Beaird – 1951-1952
- 12.2 L. L. Huffman – 1952-1953
- 12.3 H. Turrey Walker – 1953-1954
- 12.4 W. L. Jenkins – 1954-1955
- 12.5 Kenneth Graham – 1955-1956
- 12.6 Franklin Sheeder – 1956-1957
- 12.7 Keith Von Hagen – 1957-1958
- 12.8 Wilt Cramblet – 1958-1959
- 12.9 Birger Swenson – 1959-1960
- 12.10 A. J. Metzler – 1960-1961
- 12.11 W. L. Seaman – 1961-1962
- 12.12 John Ribble – 1962-1963
- 12.13 C. H. Dickinson – 1963-1964
- 12.14 Otto A. Dorn – 1964-1965
- 12.15 Loren A. Owen – 1965-1966
- 12.16 Leonard Wedel – 1966-1967
- 12.17 Martin Bratcher – 1967-1968
- 12.18 Albert Anderson – 1968-1969
- 12.19 Cecil D. Jones – 1969-1970
- 12.20 Stuart Johnson – 1970-1971
- 12.21 Charles Coleman – 1971-1972
- 12.22 J. M. Crowe – 1973-1974
- 12.23 Ben Butrell – 1974-1976
- 12.24 Lloyd Knox – 1976-1978
- 12.25 Donald Noffsinger – 1978-1980
- 12.26 Frank Hoadley – 1980-1982
- 12.27 Ralph Reinke – 1982-1984
- 12.28 James W. Clark – 1984-1984
- 12.29 PCPA Annual Meeting – 1959
- 12.30 REAG (Religious Education Advisory Group) Meeting (chaplains) – September 1966