

**CONCERT CHOIR OF NEW ORLEANS
ARCHIVES**

9.25 LINEAR FEET

**SPECIAL COLLECTIONS & ARCHIVES
LOYOLA UNIVERSITY ARCHIVES**

COLLECTION 24

CONCERT CHOIR OF NEW ORLEANS ARCHIVES

The Concert Choir of New Orleans was formed on January 5, 1959. Fifty-four singing members soon joined and on May 22, 1959 at Tulane's Dixon Hall the choir presented its first concert.

The Concert Choir was a volunteer, nonprofit organization governed by officers and a board of directors chosen at the group's annual meeting. Choir members were chosen through auditioning, and the choir usually consisted of forty-five to sixty members.

Administrative and performance expenses were covered by dues, donations, ticket sales, and program advertising. There were no salaries except those of Musical Director and the Accompanist. Programs ranged from classical to contemporary, with an emphasis on seldom-performed compositions.

Almost forty-three years after it began, the Concert Choir of New Orleans disbanded in December 2001.

The choir's archives are arranged into six series:

- Series I. Correspondence (Box 1, Folders 1-11)
- Series II. Minutes (Box 1, Folder 12-Box 4, Folder 8)
- Series III. Concert Programs (Box 4, Folder 9-Box 5, Folder 8)
- Series IV. Subject Files (Box 5, Folder 9- Box 8, Folder 3)
- Series V. Financial Records (Box 8, Folder 4-Box 10)
- Series VI. Scrapbooks & Miscellaneous (Boxes 11-13)

CONTAINER LISTING

BOX 1

[Series I. CORRESPONDENCE]

1. Correspondence, 12/29/58-12/22/60
2. Correspondence, 1/11/61-12/29/61
3. Correspondence, 1/26/62-12/29/71
4. Correspondence, 1/12/72-6/23/76
5. Correspondence, 7/22/76-11/24/79
6. Correspondence, 4/29/81-12/15/81
7. Correspondence, 1/20/82-9/8/82
8. Correspondence, 3/17/83-11/30/87
9. Correspondence, 5/8/88-11/10/93

10. Correspondence, 1/21/94-8/4/95 plus undated
11. Form Letters, 9/3/75-8/11/94 plus undated and drafts

[Series II. MINUTES]

12. Minutes of annual meetings of entire CCNO, Jan-Apr 1959 (Composition Book: Elizabeth Browne, Secretary), resolution Jan 5
13. CCNO minutes, Composition Book (identical in content to previous): Carl Reunning, Assistant Secretary
14. CCNO minutes, 6/8/59-4/20/64
15. CCNO minutes, 5/16/65-5/18/69
16. CCNO minutes, 5/16/70-5/12/79
17. CCNO minutes, 5/24/80-5/5/86
18. CCNO minutes, 5/4/87-5/20/96
19. Minutes of meetings of choir committees, 2/28/60-8/3/87

BOX 2

1. Minutes of monthly meetings of Board of Directors/Governors, 6/30/59-11/13/60
2. Board minutes, 1/8/61-12/3/61
3. Board minutes, 1/14/62-12/9/62
4. Board minutes, 1/13/63-12/2/63
5. Board minutes, 1/12/64-12/12/65
6. Board minutes, 1/9/66-12/4/66
7. Board minutes, 1/8/67-11/12/67
8. Board minutes, 1/14/68-7/22/68
9. Board minutes, 8/11/68-12/17/68
10. Board minutes, 1/12/69-12/14/69
11. Board minutes, 1/11/70-12/13/70
12. Board minutes, 1/3/71-12/12/71
13. Board minutes, 1/9/72-12/18/72
14. Board minutes, 1/14/73-12/16/73
15. Board minutes, 1/13/74-10/13/74

BOX 3

1. Board minutes, 1/12/75-12/14/75
2. Board minutes, 1/11/76-12/12/76
3. Board minutes, 1/9/77-11/6/77
4. Board minutes, 1/8/78-11/19/78
5. Board minutes, 1/14/79-12/7/79
6. Board minutes, 1/13/80-12/14/80
7. Board minutes, 1/11/81-11/16/81
8. Board minutes, 2/14/82-11/15/82
9. Board minutes, 1/9/83-12/9/84
10. Board minutes, 1/13/85-7/12/85
11. Board minutes, 8/11/85-11/10/85
12. Board minutes, 1/12/86-5/11/86
13. Board minutes, 6/14/86-12/7/86

BOX 4

1. Board minutes, 1/11/87-6/7/87
2. Board minutes, 7/12/87-12/13/87
3. Board minutes, 2/7/88-11/6/88
4. Board minutes, 6/16/91-12/9/91
5. Board minutes, 1/12/92-12/13/92
6. Board minutes, 4/14/93-12/12/93
7. Board minutes, 1/9/94-12/12/94
8. Board minutes, 1/16/95-4/15/96

[Series III. CONCERT PROGRAMS]

9. Programs, 4/8/58-3/71
10. Programs, 11/12/71-12/2/73
11. Programs, 12/2/73-12/14/74
12. Programs, 5/4/75-12/12/76
13. Programs, 1/25/77-5/2/79
14. Programs, 1980-2/17/84

BOX 5

1. Programs, 5/6/84-5/23/86
2. Programs, 12/5/86-12/6/87
3. Programs, 1988/89-1989-90
4. Programs, 11/11/90-10/4/92
5. Programs, 5/7/93-5/8/94
6. Programs, 12/9/94-5/17/96
7. Programs, 5/17/96-12/11/98
8. Programs, 1/28/99-12/3/99 plus undated

[Series IV. SUBJECT FILES]

9. American Federation of Musicians: Contracts, documents
10. American Society of Composers, Authors and Publishers: Correspondence, licensing forms, documents
11. Arrangements: Blueprints of risers and stage, correspondence
12. Articles of Incorporation: Certificate, articles, correspondence
13. By-laws and Amendments
14. Concert, Dec. 1973: Records, receipts, correspondence
15. Concert, Apr. 1974: Records, receipts, forms, correspondence
16. Concert, Dec. 1974: Records, receipts, budget
17. Constitution and Amendments

BOX 6

1. Contracts and Agreements
2. Cultural Attractions Fund/Civic Art Funds (CAF) By-Laws
3. CAF Correspondence, 11/24/59-12/30/60
4. CAF Correspondence, 1/10/61-11/28/61

5. CAF Correspondence, 2/7/62-12/24/67
6. CAF Correspondence, 2/5/68-12/19/68
7. CAF Correspondence, 2/5/69-11/16/70
8. CAF Finances, 3/14/60-11/30/60
9. CAF Finances, 1961-1970
10. CAF Membership lists
11. CAF Minutes, 4/26/60-12/29/60
12. CAF Minutes, 1/24/61-5/16/61
13. CAF Minutes, 12/28/67-5/14/68
14. CAF Minutes, 10/3/69-11/18/70
15. Financial Assistance: Documents, forms, correspondence, 7/1/67-9/6/82
16. Financial Assistance, 4/18/83-8/5/86
17. Financial Assistance, 2/13/87-6/3/88

BOX 7

1. Financial Assistance, 11/12/88-1/27/93
2. Financial Assistance, 1/1/92-1993
3. Financial Assistance, 1993-2/24/94
4. Financial Assistance, 7/6/94-8/2/95 plus undated
5. Fund Drives: Form letters and drafts, correspondence, lists, notes
6. General Information/Choir History
7. International Jazz Fest, 1968: Records, correspondence
8. Kuypers, John M., CCNO Music-Director: Documents and correspondence relating to the dispute over Kuypers's salary in 1971
9. Louisiana Council for Music and the Performing Arts, Inc.: Documents, correspondence
10. Membership lists/rosters
11. Miscellaneous
12. Music Library Inventories: Lists by composer
13. Newsletters: "News Notes" and "Quarter Notes," 1991-94
14. Newspaper clippings
15. "Overture to the Elegant (Cultural) Season" Correspondence, 6/16/69-4/15/87
16. "Overture" Finances, 7/29/69-3/12/79
17. "Overture" Minutes, 1970-1/25/82
18. "Overture" Publicity: schedules, fact sheets, posters
19. Photographs

BOX 8

1. Public Service Announcements/Press Releases, 12/20/58-3/23/82
2. Publicity: Schedules, advertisements, clippings
3. Surveys (of audience and members) and Results

[Series V. FINANCIAL RECORDS]

4. Bank Documents, 7/12/70-10/28/81
5. Bank Statements: Colonial Bank, 10/31/77-5/31/79
6. Bank Statements: First National Bank of Commerce, 1/31/74-12/31/74
7. Bank Statements: First National Bank of Commerce, 1/31/75-1/31/76

8. Bank Statements: First National Bank of Commerce, 2/29/76-4/30/78
9. Bank Statements: National American Bank, 1/30/70-6/30/71
10. Bank Statements: National American Bank, 8/4/72-1/31/74
11. Budgets: Internally created records, 1959-6/30/73
12. Budgets: 7/1/73-7/1/92 plus undated
13. Donations: Receipts and correspondence, 10/13/71-5/18/77
14. Donors/Supporting Members: Lists, correspondence, index cards
15. Financial Statements/Reports: Internally created records, 10/31/60-12/31/67
16. Financial Statements/Reports, 5/5/78-12/13/75
17. Financial Statements/Reports, 1/10/76-12/31/93

BOX 9

1. Financial Statements/Reports, 7/1/93-6/30/96 plus undated
2. Invoices and Receipts, 11/11/69-12/4/72
3. Invoices and Receipts, 1/13/73-6/30/76
4. Invoices and Receipts, 8/10/76-4/23/79
5. Postal Receipts, forms, correspondence
6. Receipts and Disbursements: Internally created records, 6/17/68-12/12/71
7. Receipts and Disbursements, 12/13/71-6/15/75
8. Savings Account Records (Colonial): Statements
9. Savings Account Records (First NBC): Statements, passbook
10. Tax Documents: Forms, correspondence, records, 4/26/66-4/17/98
11. Treasurer's Reports: Internally created records, 10/9/65-1/10/82
12. Treasurer's Reports, 1/10/82-12/31/84
13. Treasurer's Reports, 1/31/85-3/14/94

BOX 10

Unprocessed Ledger Sheets and Check Stubs

[Series VI. Scrapbooks & Miscellaneous]

BOX 11

Scrapbook 1959-62 (plus material from 1980s)

BOX 12

Scrapbook 1962-71

BOX 13

Scrapbook 1971-76

Scrapbook 1976-79

2 cassette tapes