

# CROSS REFERENCE RECORD

<b>FIRM NAME OR SUBJECT</b>	CARROLL COUNTY SERVICE COUNCIL	<b>FILE NO.</b>
<b>DATE</b> 9/22/44	<b>REMARKS</b> I.S. Ingram to FGW outlining request for the donation given	
	the regional library for Miss Edith Foster.	

<b>SEE</b>	WEST GEORGIA COLLEGE (PUBLICATION COMMITTEE)	<b>FILE NO.</b>

<b>DATE</b>	<b>SIGNED</b>

FILE CROSS REFERENCE RECORD UNDER NAME OR SUBJECT LISTED AT TOP OF THIS SHEET, AND IN PROPER DATE ORDER.  
 THE PAPERS REFERRED TO SHOULD BE FILED UNDER NAME OR SUBJECT LISTED UNDER "SEE"



# FISK

## UNIVERSITY

**YAWMAN AND ERBE MFG. CO.**  
 ROCHESTER, N. Y.

FORM NO. 099CR

460  
Carroll County  
Service Council

APPROPRIATION

✓  
October 3, 1944

Dear Mr. Ingram: This summer we had some conversation concerning the establishment of a regional library for Carroll and Heard Counties. You will recall that I expressed my interest in seeing it develop and I am delighted to know from your correspondence of September 22 that it has come through.

This letter approves your request for the salary of the librarian, Miss Edith Foster. This grant is made with the understanding that it will be paid to the Carroll County Service Council in four quarterly payments and that the Council, as a sponsoring agency for this project, will be able to match this \$2100 with funds from other sources.

I shall watch the progress of this regional library with interest. It seems to me to be an excellent opportunity for extending the work of West Georgia College in Carroll and its neighboring counties.

Sincerely,

FGW:EN

FRED G. WALK

Mr. I. S. Ingram, President  
West Georgia College  
Genola, Georgia





CSJ - 0  
103A - ~~WWE~~ 0

TO

~~EE~~ 0

FROM

~~FGH~~

DATE

10/3/44

SUBJECT:

For about a year the Carroll County Service Council, with Mr. Ingram as its spearhead, has been doing some pretty important things in Carroll County. One of its efforts has been in the direction of the regional library. After months of negotiation with the state, county, and Carrollton officials, the Council was successful in winning funds and approval of a regional library for Carroll and Heard Counties, with the single exception that they could not find the \$2100 for a regional librarian. The state and local people guaranteed the purchase and maintenance of books, the purchase and maintenance of a bookmobile, and the salary of a driver. The College underwrote the expenses of providing a center for the work. Along in June of this year, it looked as though the whole thing would bog down because of no funds for librarian's salary.

When I found that Miss Edith Foster, a fellow of ours, was to be the librarian and was herself mainly responsible for stimulating the College and the local Carrollton people, I told Mr. Ingram that I thought this was something I could approve from our program of special personnel to rural schools. With this assurance, he returned to the Council and won an additional \$2100 to match Miss Foster's salary. This came from a grant made to the Council from the Campbell Fund, a philanthropic organization operating out of Atlanta. This \$2100 will be used for additional books.

Miss Foster, while employed by the Council, is virtually a roving member of the Carroll County staff. I shall watch and study what happens in bringing an excellent supply of books to the children of the rural schools and make report on it from time to time.

FELLOWSHIPS

FISK  
UNIVERSITY

L. J. BROCK  
DENTIST  
CARROLLTON, GA.

	75W	9	10	10
	8E		8E	0
			Oct. 5, 1944	

Mr. Fred Wale,  
Director of Rural Education,  
4901 Ellis Ave.,  
Chicago, Ill.

*Carroll County Service Council.*

Dear Mr. Wale:

Mr. I. S. Ingram, secretary of the Carroll Service Council has informed me of your gift to the Carroll Service Council of \$2100.00, to be paid quarterly to the Council for the Regional Library, which embraces all rural counties of Carroll and Heard.

On behalf of the Carroll Service Council I wish to thank your Fund.

The check will be made to Mrs. L. J. C. Williamson, Treasurer of the Carroll Service Council.

Your office will be furnished substantial evidence concerning the progress of this particular work of the Carroll Service Council.

Most sincerely yours,

*L. J. Brock*  
L. J. Brock, President  
Carroll Service Council.

FISK  
UNIVERSITY



# CROSS REFERENCE RECORD

FIRM NAME OR SUBJECT	CARROLL COUNTY SERVICE COUNCIL	FILE NO.
DATE 10/6/44	REMARKS DE to I.S. Ingram asking for address of the Council so that first payment on the grant for the salary of Miss Foster may be made.	

SEE	WEST GEORGIA COLLEGE (PUBLICATION COMMITTEE)	FILE NO.

DATE	SIGNED

FILE CROSS REFERENCE RECORD UNDER NAME OR SUBJECT LISTED AT TOP OF THIS SHEET, AND IN PROPER DATE ORDER.  
 THE PAPERS REFERRED TO SHOULD BE FILED UNDER NAME OR SUBJECT LISTED UNDER "SEE"

**YAWMAN AND ERBE MFG. CO.**  
 ROCHESTER, N. Y.



# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO

To Carroll County Service Council

Carrollton, Georgia


c/o Mrs. L. J. C. Williamson, Treasurer

Payment Voucher No. 8830

Date October 9, 1944

First quarterly payment toward salary of Miss Edith Foster -- \$525.00

Ch. #31753

Accounts		Appropriation No.	Debit	Credit
Special Personnel for Rural Education		44-10	\$525.00	
Prepared by	Checked by	Posted by	 UNIVERSITY	
ejj				
			Comptroller	

744 DE  
1/15/45

October 10, 1944

Dear Mrs. Williamson: You have probably been informed by Mr. Ingram, the President of West Georgia College, that this Fund has made a grant of \$2,100 to pay the salary of Miss Edith Foster for a twelve-month period. Enclosed you will find our check for \$525 representing the first quarterly payment on this grant.

For our record, I shall need to know the date on which Miss Foster began work so that I shall know exactly what period is covered by this payment. We shall also need to have, at quarterly intervals, a statement of the salary payments which you have made to Miss Foster.

A letter has just come in from Mr. Brock, asking us to make the checks payable to you as treasurer of the Council. The enclosed payment had already been issued before I had received this letter. I hope that you will have no difficulty in cashing it.

Yours very truly,

DOROTHY A. ELVIDGE

DAE:ejj

Mrs. L. J. C. Williamson, Treasurer  
Carroll County Service Council  
Carrollton, Georgia





# OFFICERS

L. J. BROCK, CHAIRMAN  
J. A. AYCOCK, VICE-CHAIRMAN  
I. S. INGRAM, SECRETARY  
MRS. L. J. C. WILLIAMSON, TREASURER  
TOM HERNDON, COORDINATOR

## The Carroll Service Council

INCORPORATED

# COMMITTEE CHAIRMEN

J. A. AYCOCK, AGRICULTURE  
B. F. BOYKIN, FINANCE  
A. W. FORD, RECREATION  
HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

Carrollton, Georgia

Oct. 17, 1944

*Carroll County Service Council*

Julius Rosenwald Fund,  
4901 Ellis Ave.,  
Chicago, 15, Ill.

Dear Sirs:

This will acknowledge with thanks your letter of October 10th in which was enclosed your check for \$525.00 representing the first quarterly payment on your grant of \$2100.00.

For your information, there was no difficulty with the bank in cashing the above check.

We are advised by both Mr. J. H. McGiboney, County Superintendent of Schools, also, Miss Edith Foster that she began work on September 1st, 1944, and salary has been paid her from that date.

As requested we shall be glad to make to you quarterly reports on salary paid to Miss Foster.

Very truly,

Carroll Service Council

*Mrs. L. J. C. Williamson* Treas.  
Mrs. L. J. C. Williamson

BHW:gg

cc: Mr. I. S. Ingram



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

November 29, 1944

Dear Mrs. Williamson:      Enclosed you will find our check  
for \$525 payable to the Carroll  
County Service Council covering the second quarterly  
payment toward the salary of Miss Edith Foster.

Yours very truly,

DOROTHY A. ELVING

DAEJ

Mrs. L. J. C. Williamson, Treasurer  
Carroll County Service Council  
Carrollton, Georgia

FISK  
UNIVERSITY

# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO

To Carroll County Service Council

Carrollton, Georgia

c/o Mrs. L. J. C. Williamson, Treasurer

Payment Voucher No. 9066

Date November 30, 1944

Second quarterly payment toward salary of Miss Edith Foster - - \$525.00

Chk. #32040

Accounts	Appropriation No.	Debit	Credit
Special Personnel For Rural Education	44-10	\$104.15	
Special Personnel for Rural Education	44-24	\$420.85	
		<u>\$525.00</u>	

Prepared by	Checked by	Posted by	Comptroller
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ejj

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# OFFICERS

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J. A. AYCOCK, VICE-CHAIRMAN  
I. S. INGRAM, SECRETARY  
MRS. L. J. C. WILLIAMSON,  
TREASURER  
TOM HERNDON, COORDINATOR

## The Carroll Service Council

INCORPORATED

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J. A. AYCOCK, AGRICULTURE  
B. F. BOYKIN, FINANCE  
A. W. FORD, RECREATION  
HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND  
NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

Carrollton, Georgia

December 1st, 1944

Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago, 15, Ill.

Attention:

Miss Dorothy A. Elvidge,  
Secretary and Comptroller

Dear Miss Elvidge:

This will acknowledge receipt of your letter of November 29th enclosing check for \$525.00 made payable to us, covering the second quarterly payment toward the salary of Miss Edith Foster, Regional Librarian. Please accept our thanks.

Referring to your request for quarterly reports on the salary paid Miss Foster starting September first, we wish to state that we have paid to her checks in the amount of \$525.00 covering this period.

Yours very truly,

Carroll Service Council,

*Mrs. L. J. C. Williamson* Treas.



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO


To Carroll County Service Council  
Carrollton, Georgia  
c/o Mrs. L. J. C. Williamson, Treasurer

Payment Voucher No. 211

Date February 28, 1945

Third quarterly payment toward salary of Miss Edith Foster - - - \$525.00

Chk. #32508

Accounts		Appropriation No.	Debit	Credit
Special Personnel for Rural Education		44-10	\$250.08	
Special Personnel for Rural Education		44-24	274.92	
			\$525.00	
Prepared by	Checked by	Posted by		

February 28, 1945

Dear Mrs. Williamson:      Enclosed you will find our check  
for \$525 representing the third  
quarterly payment on our grant toward the salary of  
Miss Edith Foster. The enclosed check should meet her  
salary payments for the months of March, April, and May.

Yours very truly,

DOROTHY A. ELVIDGE

DAE:ejj

Mrs. L. J. C. Williamson, Treasurer  
Carroll County Service Council  
Carrollton, Georgia

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UNIVERSITY



# OFFICERS

L. J. BROCK, CHAIRMAN  
J. A. AYCOCK, VICE-CHAIRMAN  
I. S. INGRAM, SECRETARY  
MRS. L. J. C. WILLIAMSON,  
TREASURER  
TOM HERNDON, COORDINATOR

## The Carroll Service Council

INCORPORATED

# COMMITTEE CHAIRMEN

J. A. AYCOCK, AGRICULTURE  
B. F. BOYKIN, FINANCE  
A. W. FORD, RECREATION  
HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND  
NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

Carrollton, Georgia

March 1, 1945

Julius Rosenwald Fund,  
4901 Ellis Ave.,  
Chicago, Ill.

Gentlemen:

Reporting on second quarterly payment of  
salary for Miss Edith Foster, Regional Librarian,  
we wish to advise she has been paid \$525.00 total  
for December, January and February.

Very truly,

*Mrs L. J. C. Williamson*

Mrs. L. J. C. Williamson, Treas.  
Carroll Service Council, Inc.



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

Carroll County  
Service Council

74456  
6/10/45

May 25, 1945

Dear Mrs. Williamson:      Last fall when we agreed  
to pay \$2,100 to meet  
the salary of Miss Edith Foster, it was with the  
understanding that an equal amount was to come  
from the Campbell Fund for the purchase of books.  
I should appreciate knowing how much of this grant  
has been paid, and of the amount received, how much  
has been expended for books.

Yours very truly,

DOROTHY A. ELVIDGE

DAE:ejj

Mrs. L. J. C. Williamson, Treasurer  
The Carroll Service Council  
Carrollton, Georgia

FISK  
UNIVERSITY

# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO

To Carroll County Service Council

Carrollton, Georgia

c/o Mrs. L. J. C. Williamson, Treasurer

Payment Voucher No. 684

Date May 31, 1945

Final quarterly payment toward salary of Miss Edith Foster - - - \$525.00

Chk. #33095

Accounts	Appropriation No.	Debit	Credit
Special Personnel for Rural Education	44-24	\$525.00	

Prepared by	Checked by	Posted by	Comptroller
eff			

FIISK  
UNIVERSITY



OFFICERS

L. J. BROCK, CHAIRMAN  
J. A. AYCOCK, VICE-CHAIRMAN  
I. S. INGRAM, SECRETARY  
MRS. L. J. C. WILLIAMSON,  
TREASURER  
TOM HERNDON, COORDINATOR

# The Carroll Service Council

INCORPORATED

COMMITTEE CHAIRMEN

J. A. AYCOCK, AGRICULTURE  
B. F. BOYKIN, FINANCE  
A. W. FORD, RECREATION  
HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND  
NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

Carrollton, Georgia

May 31, 1945

DE	6/4	DE	0

Julius Rosenwald Fund,  
4901 Ellis Ave.,  
Chicago, Ill.

Gentlemen:

*Carroll County Service Council*

Reporting on third quarterly payment of salary for Miss Edith Foster, Regional Librarian, we wish to advise she has been paid \$525.00 total for March, April and May 1945.

Very truly,

*Mrs LJC Williamson*

Mrs. L. J. C. Williamson, Treas.  
Carroll Service Council, Inc.

BHW:gg



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

# OFFICERS

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MRS. L. J. C. WILLIAMSON,  
TREASURER  
TOM HERNDON, COORDINATOR

## The Carroll Service Council

INCORPORATED

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HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND  
NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

Carrollton, Georgia

June 11, 1945

DE	6/13	DE	6/13

Miss Dorothy Elvidge  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago 15, Illinois

*Carroll County Service  
Council*

My dear Miss Elvidge:

I hope you will pardon my delay in answering your letter of May 25. So far we have spent \$1239.41 for books.

We have in the process of delivery \$900.00 which makes a total of \$2139.41 raised and spent for books. We wish to thank you again for your cooperation and help.

Most sincerely,

*Mrs. L.J.C. Williamson*

Mrs. L.J.C. Williamson, Treas.  
Carroll Service Council

BW:ss



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"



244 P. 6  
9/15/45  
June 13, 1945

Dear Mrs. Williamson: Thank you for your two recent letters, one certifying to the salary payments made to Miss Foster and the other reporting the amount of money raised from other sources for books. In connection with the latter, I should appreciate it very much if you would drop me another note when the \$900 worth of books, now in the process of delivery, are received and paid for.

Enclosed, you will find our check for \$525 representing the final quarterly payment on our grant toward the salary of Miss Edith Foster. At the end of August, we shall need another report on her salary payments for the final quarter.

I should like to take this opportunity to thank you for your prompt cooperation in furnishing me with material requested during the past year.

Yours very truly,

DOROTHY A. ELVIDGE

DAE:jj

Mrs. L. J. C. Williamson, Treasurer  
Carroll County Service Council  
Carrollton, Georgia

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UNIVERSITY



## EXECUTIVE COMMITTEE

Officers 1943-1944

I. S. INGRAM, General Chairman  
 L. J. BROCK, Vice-Chairman  
 L. M. KING, Treasurer  
 P. L. SHAEFER, War Fund Chairman

★

JOHN MANDEVILLE  
 IRIS JONES  
 T. R. LUCK  
 J. H. MCGIBONEY  
 T. J. LAWLER  
 GRACE TIETJE  
 MRS. H. M. BIRD  
 Bowdon, Ga.  
 MRS. C. L. TOWNS  
 Roopville, Ga.  
 DR. H. L. SUTTON  
 Villa Rica, Ga.



# The American Red Cross

## CARROLL COUNTY CHAPTER

MRS. P. S. GRIFFIN, Executive Secretary

Carrollton, Georgia

June 16, 1945

*Carroll County*  
 Julius Rosenwald Fund,  
 4901 Ellis Ave.,  
 Chicago, Ill.

*Service Council*

Attention: Miss Dorothy A. Elvidge

Dear Sirs:

This will acknowledge receipt of your letter of June 13th, enclosing your check for \$525.00 to be applied on Miss Foster's salary for June, July and August.

You will be advised later<sup>when</sup> the \$900.00 yet to be spent for books has been taken care of.

Thanking you, we are,

Yours very truly,

Carroll Service Council, Inc.

*Mrs. L. J. C. Williamson*

Mrs. L. J. C. Williamson, Treas.

## SERVICE CHAIRMEN

BLOOD BANK, Mrs. W. B. Hansard  
 PUBLICITY, Marian Cannon  
 DISASTER, T. J. Aycock  
 NURSING SERVICE, Mrs. T. R. Luck  
 JUNIOR RED CROSS, Maida Rose Thomason  
 HOME SERVICE, Mrs. Frank Kimble  
 ACCIDENT PREVENTION, Dr. H. L. Barker  
 VOLUNTEER SERVICES, Mrs. S. C. Boykin

DE	6/18	DE	0

7/2/86  
 10/5/45

BH:gg

FISK  
 UNIVERSITY

# OFFICERS

L. J. BROCK, CHAIRMAN  
J. A. AYCOCK, VICE-CHAIRMAN  
I. S. INGRAM, SECRETARY  
MRS. L. J. C. WILLIAMSON,  
TREASURER  
TOM HERNDON, COORDINATOR

## The Carroll Service Council

INCORPORATED

Carrollton, Georgia

# COMMITTEE CHAIRMEN

J. A. AYCOCK, AGRICULTURE  
B. F. BOYKIN, FINANCE  
A. W. FORD, RECREATION  
HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND  
NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

June 28, 1945

*Carroll County  
Service Council*

Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago, 15, Ill.

Attention: Miss Dorothy A. Elvidge

Dear Sirs:

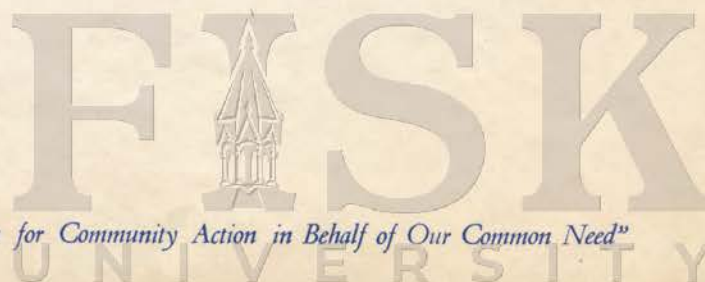
Referring further to your recent letters and my letter of June 16th regarding purchase of books for the Carroll-Heard Regional Library, I am glad to advise you that we have to date spent a total of \$2,311.05 from local funds for these books during this fiscal year.

Very truly yours,

*Mrs. L. J. C. Williamson*

Mrs. L. J. C. Williamson, Treas.  
Carroll Service Council, Inc.

BH:gg



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"



Carroll County  
Service Council

July 1, 1945

Dear Mrs. Williamson:      Thank you  
for your  
letter of June 28, reporting for our  
records the total expended by the  
library during the past fiscal year  
for the purchase of books.

Very truly yours,

DAE:MM

DOROTHY A. ELWIDGE

Mrs. L. J. C. Williamson, Treasurer  
Carroll Service Council, Inc.  
Carrollton, Georgia



1512  
Hague Pl  
+ Lake

Hotel Sherry  
1725 East 53<sup>rd</sup>

	7w	29	7w	29

Hellin, Alabama  
July 25, 1945

Mr. Fred G. Wale  
4901 Ellis Avenue  
Chicago 15, Illinois

Carroll County  
Service Council

Dear Fred Wale,

I was in Prof. Ingram's home this afternoon shortly after he had talked with you. Needless to say we were both delighted that the grant had been made for the much-needed religious work in Carroll County. I appreciate the personal interest you took in this, and I sincerely hope that we can all look back some day upon this experiment and see it as work well done.

I shall look forward to seeing you in Chicago August 8th (or 7th if you are not too busy on that date, and if the following isn't out of order). If it makes no difference to you, I would like to take the Delta flight a day early and have the seventh of August to get in on the National Religious Radio Conference at the University of Chicago. I believe I can gather enough materials and ideas in a day there to make it worth while. Further, I believe I can ~~can~~ get an entry card through the Miss Stratton to whom I referred in our last talk. If this is all the same with you (I would take care of the extra expenses, of course), make me a reservation at the Shoreland Hotel for the evening of August 7th. If, for any reason, it would be better for me not to get there early, wire me when you get this and, in that event, look for me at the Fund's Office on August 8th by 10 AM.

I talked with Mr. Ingram again about Miss Stratton, cleared up his misunderstanding, and he is favorable. I wish it might work out that you could meet her while we are all three in Chicago. She has done more for good race relations than anyone I know. She is really fine.

If I hear no more from you, I will check in at the Shoreline the evening of August 7th. Thanks ever so much, and good wishes to us all. Your friend,  
J. Carson Putland

*Carroll County  
Service Council*

*Carroll-Heard Regional Library*

*Carrollton, Georgia*

July 30, 1945

	<i>Jul</i>	<i>1</i>	<i>Jul</i>	<i>6</i>

Mr. Fred Wales  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago, Illinois

Dear Mr. Wales:

On behalf of the Carroll-Heard Regional Library staff, Dr. Ingram, of West Georgia College, and the public served, let me express our gratitude for the financial assistance extended by the Rosenwald Fund. We feel that you have had a great part in initiating a program which will prove of inestimable value to this section of Georgia, and in turn, to the South.

If I may say so, the need is appalling; hence it is impossible adequately to measure the effect of such a service as this which we have projected.

The purpose of our program is to study the needs of the rural people, discover the ways that library service can help to meet these needs, and assist in dissipating such needs. In other words, the import is to offer a better way of life.

In the light of the fact that your program is one of uplifting and serving towards a happier existence, we are requesting that you repeat your financial assistance to our library service for this fiscal year, our work still falling into the pioneering category. If you can do so, we should like for Dr. I. S. Ingram, President of West Georgia College, to handle the procedure. He is our friend, as he is to every citizen of this entire region. His interest, his fine spirit of cooperation, his unfailing zeal have aided much in making regional library service a reality in western Georgia.

For your interest we are enclosing on a separate sheet a few points regarding our program of service.

Thanking you once more for your assistance in initiating Carroll-Heard Regional Library Service, I am

Yours very truly,

*Edith Foster*

Edith Foster, Director  
Carroll-Heard Regional Library

EF:ss

FSK  
UNIVERSITY



# *Carroll-Heard Regional Library*

*Carrollton, Georgia*

July 30, 1945

Number of books September 1, 1944	0
" " " June 30, 1945	5,673
" " localities served	37
Population involved	40,000
Rural " "	33,000
Circulation October 1, 1944-May 1, 1945	35,172
Financial receipts September 1, 1944-June 30, 1945	\$ 10,319.69
Expenditures " "	\$ 10,030.63

## Organizations assisting:

1. State Department of Education
2. Carroll and Heard County Boards of Education
3. West Georgia College
4. Julius Rosenwald Fund
5. Carrollton Library Board
6. Carroll Service Council

West Georgia College has furnished headquarters, including heat, light, book stacks and shelves, files; a car and transportation over the region.



Carroll County Service  
Council

August 6, 1945

Dear Mr. Ingram: I have had a note from Miss Foster asking me if I would continue our help with the Regional Library. How about this? I should like, if possible, to get out from paying individual salaries and I think I remember you had hopes of being able to meet this expense once we were able to get it started for you. Are you not in a position to take over yet? Let me know what you think about it.

Sincerely,

FCW:EN

FRED G. WALKER

Mr. I. S. Ingram, President  
West Georgia College  
Genola, Georgia

FISK  
UNIVERSITY

# Carroll County Service Council

August 6, 1945

Dear Miss Foster: I am delighted to know of the excellent work that is being carried on by the Carroll-Heard Regional Library. We were glad to have been able to be a part of this program last year.

Before I can answer your request that we repeat our financial assistance to the library service this school year, I will have to have some correspondence with Mr. Ingram. I am writing to him today.

With good wishes for your continued success,

Sincerely,

FCW:EN

EDEN G. WALE

Miss Edith Foster, Director  
Carroll-Heard Regional Library  
Carrollton, Georgia

FISK  
UNIVERSITY

EXPRESS SHIPPING POINT  
CARROLLTON, GA.

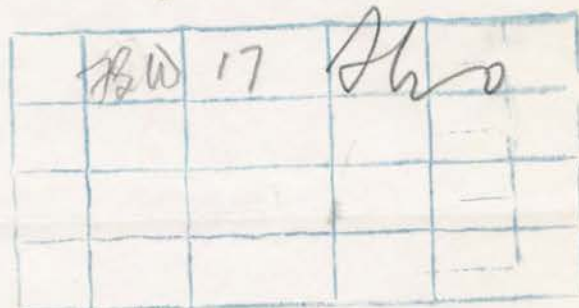
West Georgia College

DIVISION OF THE UNIVERSITY SYSTEM OF GEORGIA

Irvine S. Ingram, President

Senola, Georgia  
(Suburb of Carrollton)

August 13, 1945



Mr. Fred Wale,  
4901 Ellis Ave.,  
Chicago, Ill.

Dear Mr. Wale:

Thank you for your note in reference to Miss Foster and the Regional Library. It is true in this transitional period that we will not be able to help out other than some transportation.

I don't think the demand is immediate, in the next 30 or 60 days, but lets hold this matter in reserve.

They have really been doing a marvelous job.

I leave today on my vacation and will get in touch with you when I return.

Cordially yours,

*I. S. Ingram*

I. S. Ingram, President.

FISK  
UNIVERSITY



OFFICERS

L. J. BROCK, CHAIRMAN  
J. A. AYCOCK, VICE-CHAIRMAN  
I. S. INGRAM, SECRETARY  
MRS. L. J. C. WILLIAMSON,  
TREASURER  
TOM HERNDON, COORDINATOR

**The Carroll Service Council**  
INCORPORATED

COMMITTEE CHAIRMEN

J. A. AYCOCK, AGRICULTURE  
B. F. BOYKIN, FINANCE  
A. W. FORD, RECREATION  
HUBERT GRIFFIN, CHARITY  
J. H. MCGIBONY, LIBRARY AND  
NURSERY SCHOOL  
P. L. SHAEFER, RELIGIOUS  
HORACE STEWART, HEALTH  
GEORGE K. SMITH, PUBLICITY

Carrollton, Georgia

September 3, 1945

*Carroll County  
Service Council*

Julius Rosenwald Fund,  
4901 Ellis Ave.,  
Chicago, Ill.

Gentlemen:

Reporting of 4th quarterly payment of salary  
for Miss Edith Foster, Regional Librarian, we wish  
to advise she has been paid \$525.00 total for June,  
July and August.

Very truly yours,

*Mrs. L. J. C. Williamson*

Mrs. L. J. C. Williamson, Treas.  
Carroll Service Council, Inc.

BHW:gg



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

*Carroll County Service Council*  
*Carroll-Heard Regional Library*

*Carrollton, Georgia*

Oct. 12, 1945

	JW		JW	

Mr. Fred Wale  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago 15, Ill.

Dear Mr. Wale:

In regard to the functioning of the Carroll-Heard Regional Library, I should like to state that the program was instigated as a service for rural west Georgia by West Georgia College, headquarters for the service being a part of Sanford Library on the college campus. The college furnishes the place, including heat, lights, catalog, furniture, book stacks, maid service, bookmobile and transportation. For answering reference questions the personnel use the college library collection.

The Carroll Service Council pays the salary of the director of the regional library.

Altogether, the value of the contribution of West Georgia College is about \$4,500.

The State Department of Education allocates \$4,000 to the program of the Carroll-Heard Regional Library annually; the two county boards of education, \$3,000; the city of Carrollton \$800.

Reading in the region has doubled since the beginning of the program. All phases of the service have greatly expanded, with promise of astounding progress in the future.

Very truly yours,

*Edith Foster*

Edith Foster, Director  
Carroll-Heard Regional Library

EF/ss





# West Georgia College

DIVISION OF THE UNIVERSITY SYSTEM OF GEORGIA

Irvine S. Ingram, President

Genola, Georgia

(Suburb of Carrollton)

Oct. 30, 1945

Mr. Fred Wale,  
4901 Ellis Ave.,  
Chicago, Ill.

Dear Mr. Wale:

I am enclosing two letters which indicate the willingness on the part of the Carroll County public school and Heard County public schools to continue the Regional Library. In my judgment, if you could cut your gift to \$1,000.00 for the next year they will be able to get along and it will be in keeping with your policy to ease out of a situation as designated authorities can take over. The Rosenwald Fund contributed \$2,100.00 last year. This will be cutting our askings to you \$1,100.00.

I wish you could have been at the teacher council meeting in Athens. The situation greatly favors our four-year extension here. Jere Wells, Supt. of Fulton County, really the largest system in the state, said if the Regents didn't do something about the teacher training situation he was going to ask the State Department of Education to do something about it.

I called Mr. Sandy Beavers and told him of the situation and he said that he would do anything that we would recommend, consequently I am having Dr. Folger, Dr. Pusey, and Dr. Smith to prepare a statement to the Regents about our situation here. I shall keep you and Dr. Embree informed. In the meantime Dr. Embree brought out the matter in the open with his letter to the late Chancellor Sanford and you got it before the proper authorities when you presented it to Mr. Marion Smith.

We are still greatly pleased with our situation here. A president of an Alabama Teachers College was on the campus yesterday and he said that the situation here was wholesome and amazing. He commented on the friendliness of the students, the helpfulness and efficiency of the faculty.

With greetings and good wishes, I am

Most cordially yours,

*I. S. Ingram*

I. S. Ingram, President.

Carroll County Schools  
Council

RISK  
UNIVERSITY



COUNTY BOARD

REV. G. W. JONES, PRES.  
WHITESBURG, GA.

ULLA WILSON  
VILLA RICA, GA.

JOHN HOLLINGSWORTH  
CARROLLTON, GA.

J. W. ASHMORE  
MT. ZION, GA.

W. L. ADCOCK  
TEMPLE, GA.

# Carroll County Public Schools

Carrollton, Georgia

October 25, 1945

J. H. MCGIBONEY  
SUPERINTENDENT

GRACE TIETJE  
SUPERVISOR

MADIA ROSE THOMASON  
SECRETARY

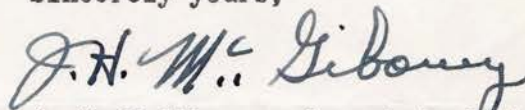
Miss Edith Foster, Director  
Carroll-Heard Regional Library  
Carrollton, Georgia

Dear Miss Foster:

The County Board and I have reviewed your report on your work for last year. We are very much pleased with the fine showing that you have made in Carroll and Heard counties. The Board voted unanimously to set aside \$2,000.00 to be used in your work for this year. We feel that this work should be continued and that it is now on a permanent basis.

We appreciate the fine work that you are doing.

Sincerely yours,



J. H. McGiboney, Superintendent

JHM:mrt

FISK  
UNIVERSITY

T. E. OWENSBY, Pres.  
Franklin

A. J. HUCKEBA, Vice-Pres.  
R1 Roopville

H. A. MILLER  
R3 Hogansville

J. H. WILSON  
Glenn

C. T. SIMONTON  
R2 Franklin

## HEARD COUNTY BOARD OF EDUCATION

N. A. ROGERS, Superintendent of Schools  
Miss FRANCES GORMAN, County School Supervisor

FRANKLIN, GA.

October 25, 1945

Mr. Fred Hale  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago, 15 Illinois

Dear Mr. Hale:

As Superintendent of Heard County schools I wish to express to you my personal attitude towards the Carroll-Heard Regional Library program that we now have in operation.

I have actively supported the program since I was first informed of the possibility of getting the service. The better citizenry of Heard County are actively supporting the program and we are helping in a financial way to keep the program in operation. It is our full intention to continue to give our full support to the program in every respect.

Heard is one of the small rural counties of Georgia that has a very small income from its taxes and our county is isolated. Only two of our schools offered any library services to our people prior to the time that we began receiving service from the regional library. As a result of the limited service in the past, our people have never had the occasion to do much reading and it has been a handicap to progress. The regional library service is now reaching every community of the county and records reveal that the service is being received enthusiastically by both adults and children.

The Regional library service is enabling us to develop a reading program in Heard county that seemed impossible three years ago. We appreciate the opportunity of having the service and we are grateful to those that have contributed to help make the serviceable.

Respectfully yours,

*N. A. Rogers*  
N. A. Rogers, C.S.S.



Carroll  
County Service  
Council

November 12, 1945

Dear Mr. Ingram:

I was glad to get your letter of October 30  
on the Carroll-Heard County library program.

I am in favor of helping another year, especially now that \$1,100 of the \$2,100 we contributed last year will be taken over by local sources. However, before finally approving a grant of \$1,000 to this work for the next twelve-month period, there are a few questions I would like to ask about the library program which will help me see more clearly just what is being accomplished and what your plans are for the future.

1. Who are the sponsors of this program? Are they the agencies that are taking over and will finally carry the full cost?
2. Could I have a statement of last year's budget with detail of contributors, and another for this coming year?
3. How many volumes are being distributed? Does the new budget cover additional book purchases? Who decides what books to buy? Is there a plan for rehabilitating books that are wearing out? Are book purchases made to cover certain fields, age groups, etc.?
4. About how many books are in the library for primary grades (1-3), upper elementary (4-7), high school (8-11) and adult reading? How do these books get to the readers?
5. I am particularly interested in the adult reading group. What is the method now being used to reach the adults in the community? Is it working? What percentage of the potential reading population is taking advantage of the service? Are there other ways to reach the people .....publicity, additional distribution and exchange centers, additional books in other fields?
6. Are the Negro schools and families in Carroll and Heard Counties included in this service? What figures have you that indicate their participation?

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7. How does the Carroll-Heard Library Service compare with other similar rural libraries? Does the state or region hold a conference for its rural library workers?

You will have my final approval to the grant you request as soon as I hear from you.

Sincerely,

FGW:MM

cc: Mr. George Kerry Smith

FRED G. WALKER

Dr. I. S. Ingram, President  
West Georgia College  
Carrollton, Georgia

Carroll County Service  
Council

Carroll-Heard Regional Library

Carrollton, Georgia

Nov. 26, 1945

	JW		JW	O

Mr. Fred Wale  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago 15, Illinois

Dear Mr. Wale:

We should like to submit to you a few facts concerning the present program of the Carroll-Heard Regional Library and plans for the future.

1. This program is sponsored by West Georgia College, Carroll County Board of Education, Heard County Board of Education, Carroll Service Council, and the Georgia State Department of Education, all of which agencies will continue to support the program.

2. Last year's contributions were as follows:

1. Julius Rosenwald Fund.....	\$ 2,100.00
(Through Carroll Service Council)	
2. State Department of Education .....	5,126.60
3. Carroll County Board of Education .....	2,000.00
4. Heard County Board of Education.....	1,000.00
5. Carrollton Library Board.....	800.00
6. Bell Telephone.....	100.00
7. J. M. Tull Metal Company.....	100.00
8. Rich's Inc.....	100.00
9. Lovable Brassiere Company.....	100.00
10. Atlanta Gas Light.....	50.00
11. Mrs. Alene Boykin.....	25.00
12. Rotary Foundation.....	300.00
Total..	\$ 11,801.60

The budget for this coming year is approximately the same. Plans are now being made to secure financial assistance as a part of the regular budget of the Carroll County Commissioners and Carrollton City Council.

3. Last year 5,483 volumes were purchased. These, together with the 500 books given by the State Library Extension Service, are circulated throughout the two counties via motor car, which visits 37 communities each month.



A minimum of \$5,000 will be spent this year for the purchase of additional volumes. The purchase of these is decided finally by the regional director, who is guided by policies set up by the Board, and by a study of the needs of the territory. She takes into account the requests of participants, recommendations made regularly by a committee representing the two counties, and the inadequacies of the standing collection.

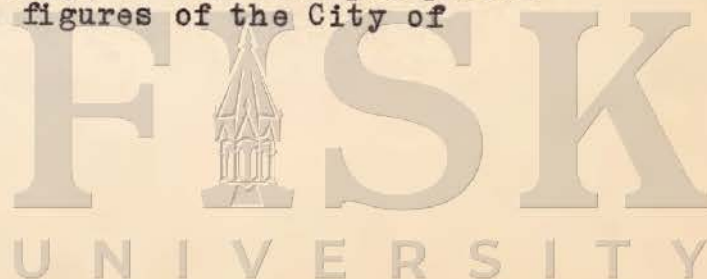
The plan for rehabilitating books wearing out is now in process, under guidance of the Regional Director, the work done at West Georgia College. Under this plan, books (other than school texts) are mended for all libraries which are affiliated with the program.

4. About half the books are purchased with adult groups in mind; half, for school age groups. Of the latter the distribution is fairly even, with the edge towards the lower bracket, as the reading level is far below par.

5. Adult groups are reached primarily through two sources, namely, school clubs and civic organizations. The books are distributed through the two branches, the deposits (collections left each month under care of assistants appointed in the locale), and by individual contact. Many of the older members of families living in outlying points are reading material sent to them as their children go home via buses from school centers. (Countless personal requests are being thus answered throughout the region.) Contacts are being made by the regional director and interested participants in the program by their meeting with groups, such as club women under leadership of the Home Demonstration Agent. Assistance is being given various organizations in building a well-rounded permanent collection, such as for a Presbyterian Church. Approximately 12½% of the population of the region is now being reached.

6. This year (the second year that the regional program has existed) service for the Negroes is being started. Only new books carefully selected by the regional director, in collaboration with the Negro instructional supervisor, will be placed in the two counties. The entire amount allocated by the School Superintendents for books for Negro service will be matched out of the Regional Budget for such service. Approximately 1,000 volumes will be processed for Negroes within the next twelve month period.

7. The Carroll-Heard Library Service is on par with the service of similar rural libraries. State officials are gratified at the rapid progress shown. The circulation for the past fiscal year totals 35,242, or an average of one book per person in the rural sections, omitting the figures of the City of Carrollton.





Page 3 - 11/26/45  
Mr. Fred Wale

Conferences are held annually in Atlanta by the state for its rural library workers; also they are sponsored within the region, participants being directors of the state library service and interested citizens of the section concerned.

Cordially yours,

*J. H. McGiboney*

J. H. McGiboney, Chairman  
Carroll-Heard Regional Library  
Board

FISK  
UNIVERSITY

# COMMUNITY ACTION

*In Carroll County*



*Third*  
Annual Report  
Of The  
CARROLL SERVICE COUNCIL, Inc.  

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Carrollton, Georgia

*1945*

COMMUNITY  
ACTION  
*In Carroll County*



*Third*  
Annual Report  
Of The  
CARROLL SERVICE COUNCIL, Inc.  
Carrollton, Georgia

*1945*



## COMMITTEE ROSTER

### EXECUTIVE

Dr. L. J. Brock  
J. A. Aycock  
B. F. Boykin  
I. S. Ingram  
T. J. Lawler  
Horace Stewart  
Mrs. L. J. C. Williamson

### AGRICULTURE

J. A. Aycock  
T. J. Lawler  
John Mauldin  
Homer Campbell

### LIBRARY AND NURSERY SCHOOL

J. H. McGiboney  
Mrs. S. C. Boykin  
F. C. Chalker  
Miss Katie Downs  
Mrs. C. K. Henderson  
F. M. Kimble  
I. S. Ingram  
Mrs. Horace Stewart  
Miss Ann Weaver  
Mrs. D. F. Folger  
Mrs. Charles Adams  
Miss Edith Foster

### MANDEVILLE CENTER

Miss Jessie Hamrick  
Miss Kathleen Almon  
Mrs. Mattie Morgan  
Mrs. J. P. Travis

### HEALTH

Horace Stewart  
Dr. D. S. Reese  
J. H. McGiboney  
A. A. Parker  
Miss Fannielu McWhorter

### RECREATION

A. W. Ford  
W. C. Cantrell  
John Fountain  
Ralph Bowen  
Tom Herndon

### RELIGIOUS ACTIVITIES

P. L. Shaefer  
H. B. Benson  
E. G. Kilpatrick  
H. S. Smith

### PUBLICITY

George K. Smith  
Dr. Selby Cramer  
M. L. Fisher

### SOCIAL WORK

Hubert Griffin  
Walker Beck  
Grady Hamrick

### COORDINATOR

Tom Herndon

### ORGANIZATIONS

Miss Sue Smith  
Miss Ruby Dean Merritt  
Miss Iris Jones  
William Traylor  
Ebb Duncan  
Jim Griffin  
J. H. McGiboney

## FOREWORD

The Carroll Service Council was organized in December of 1942 by interested citizens in order to develop "a representative, non-partisan medium for community action in behalf of our common needs". The program is a joint undertaking supported by local civic clubs and religious organizations, by local business men, by the city and county. It is intended to serve as a clearing house for community ventures and as a medium for discussion of mutual problems. Through this Council, organizations and individuals alike may avoid duplication and dissipation of greatly needed energies and the community may realize the fruits of cooperative effort.



## AGRICULTURE

An interesting part of the program of the Carroll Service Council is its sponsorship locally of an assistant to the County Agent who devotes most of his time to 4-H club work. This supplements the program of the Extension Service and makes possible an added emphasis on the most important crop of Carroll County—its youth. Homer Campbell has been carrying on this work for the Service Council and the Extension Service for the past year and a half.

The purpose of the 4-H club movement is "To help rural boys and girls develop desirable ideals and standards for farming, community life and citizenship; to afford rural boys and girls technical instruction in farming and homemaking that they may acquire skill and understanding in these fields and a clearer vision of agriculture as a basic industry and of homemaking as a worthy occupation; to provide rural boys and girls an opportunity to "learn by doing" through conducting certain enterprises and demonstrating to others what they have learned."

To date 28 community 4-H clubs have been organized with a total membership of 712. At the monthly club meetings educational information was disseminated and 1876 bulletins distributed; method demonstrations were given on a wide range of subjects.

Emphasis has been placed on growing food and feed in 4-H clubber's individual project activities. For instance, 137 boys took part in garden projects growing food enough for their families in 1945. In livestock the following projects were carried on by boys under the supervision of Mr. Campbell:

Seventy-two took part in poultry projects which involved 4,600 birds. One boy has a flock of 700 birds from which he is selling hatching eggs; the birds have been tested and declared pullorum free.

Eighty-nine boys entered the dairy cattle projects, involving 100 head. Many of these boys are looking forward to the establishment of a small dairy herd.

Over two hundred boys participated in swine projects involving 315 animals. The assistant county agent spent 43 days with this project, making a total of 128 home visits.

## ANNUAL REPORT OF CARROLL SERVICE COUNCIL

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A number of boys won awards in various livestock endeavors. John Adams won the district livestock judging contest and Julian Alexander won second place in the district poultry contest.

In the 4-H club pig chain the following boys won awards: J. T. Harris, Jr., first place, winning a registered dairy heifer; Henry Richardson, second place, winning a registered male pig; Ellis Hearn, third place, winning 150 chicks.

The 4-H club boys have done an excellent job in producing high yields per acre in cotton. One hundred and thirteen boys carried cotton as a project with approximately 200 acres for the county. Forty-eight boys participated in a two acre cotton contest and made an average of 1,267 lbs per acre. Two hundred and twenty-nine boys carried corn as projects involving about 300 acres, and an average of 35 bushels per acre. One boy had a yield of 63 bushels to an acre.

The Certificate of Merit was awarded to Merlin Powers, Frank Ward, Buddy Dukes and Jimmy Denney for their contribution in cotton insect work. Julian Alexander and Charles Wingo were awarded the Certificate of Merit for outstanding work in the insect survey.

While these activities were most popular with the boys, a substantial number were interested in potatoes, bees, wildlife, forestry, and home arts and crafts. According to Mr. Campbell, 1,174 projects were completed by the boys.





## RECREATION

The Recreation program has continued along the same general pattern which we followed in 1944. An added emphasis in 1945 has been placed upon youth athletics. During the summer months a full time coach was employed to encourage sandlot baseball and softball. The American Legion accepted official sponsorship of the older age boys baseball team and this team won the State Championship award of the Legion. In addition to its benefit to the boys participating, the sandlot baseball program served as a source of recreation for the several thousand enthusiastic supporters of the community who witnessed the games.

The Recreation Committee has promoted county-wide athletic events and has sought to make available to all persons in the county, the adequate facilities of the Municipal Gymnasium. Three successful basketball tournaments were sponsored in February and March. A contest between junior high school age groups of the county involved 60 boys. Two senior high school tournaments, one for boys and one for girls, were held for all accredited high schools in Carroll, Heard, and Haralson counties. Nineteen teams entered these two Tri-County tournaments with 200 boys and girls participating. The Roodville High boys and the Carrollton High girls won trophies at the tournament presented by the Carroll Service Council. An estimated 2000 people attended the tournament games.

The Council conducted a basketball program for men and women in addition to the youth program. The two teams were organized and played twelve games with neighboring industrial teams in addition to practices held at the Municipal Gymnasium twice each week during the winter for each team. Approximately 480 adults participated in these games which attracted 720 spectators.

The swimming pool served more patrons in 1945 than in any previous season in its history. The pool opened on May 26 and closed September 4. Records show an attendance of 5703 which does not include swims given free each Saturday morning to all children. On the Fourth of July an aquatic carnival was held featuring races and exhibitions with prizes being given the winners.

The gymnasium was the center of the Teen-age social program during the summer months. Activities were carried on three evenings

## ANNUAL REPORT OF CARROLL SERVICE COUNCIL

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a week with an average participation of thirty each evening. The "Teen-Can" provided for the following types of activity: dancing, ping-pong, shuffleboard, and table games.

Two formal dances and one street dance were sponsored by the Recreation Committee for the benefit of the young people. An estimated 1300 participated in these dances.

The Recreation Committee cooperated with the Extension Service in the sponsorship of a boy's camp for one week in the summer. A well-rounded program was carried out which included games, swimming, hiking, and instructions in farm management. 70 boys attended this camp.

Activities at the City Park in 1945 included 90 picnics with an estimated 2300 attending, three reunions with 375 attending, 12 watermelon cuttings with 135 participating. The gymnasium was the center of 15 private parties with an estimated 450 attending, one Christmas party with 300 attending, two barbecues with 250 attending, and one Halloween Carnival with 500 participating.





## MANDEVILLE COMMUNITY LIBRARY

The current enrollment of the Mandeville Center is 275. The average daily attendance is from 75 to 80.

Parties such as candy pulls, weiner roasts, birthday parties, dinner parties, luncheons, the annual Easter Egg Hunt etc., are held during the year. Movies are shown at intervals. One member, a fifteen year old girl, has been sent to Rabun Gap-Nacoochee School by the Women's Bible Class of the Presbyterian Church.

The Carroll Service Council, the Business Women's Circle of the Presbyterian Church and the Red Cross meet at the Library occasionally.

The children have a piano at the library and have used it more this year to practice than ever before. More books have been checked out and read. The children continue to use the Reference Books in their school work.

Many books and magazines have been given to the library this year. A friend of the library presented a swing set, including two swings, one acting pole and one set of rings. The adults enjoy the swings as much as the children.

Individual development has been encouraged. Good habits, personal and emotional, have been stressed. Beginning December this year the educational worker at the Presbyterian Church tells Bible Stories to the children one afternoon each week.

The library has a new coat of paint that was recently put on. The furniture has been refinished. The children assist in keeping the library clean. Habits of neatness are cultivated by learning to replace things when they have finished with them.

Many people from out of town have visited the library during the past year.

## HEALTH

The health program is primarily concerned with a county-wide program of communicable disease control, tuberculosis control, venereal disease control, maternity and infant hygiene and health education. The annual report of Miss Fannielu McWhorter, Public Health Nurse, shows:

### I. COMMUNICABLE DISEASE CONTROL

- A. Nursing visits in the interest of control of communicable disease—6.
- B. Immunization against:
  - 1. Small pox—387.
  - 2. Diphtheria—182.
  - 3. Typhoid—2,729.
  - 4. Whooping Cough—3.

### II. VENEREAL DISEASE CONTROL

- A. Patients admitted to service—158.
- B. Patients dismissed from service—60.
- C. Weekly clinics held.
- D. Total attendance at clinics—2,739.
- E. Patients treated at rapid treatment center—40.
- F. Follow-up nursing visits—201.

### III. TUBERCULOSIS CONTROL

- A. Admitted to service:
  - 1. Cases—38.
  - 2. Suspected cases—39.
  - 3. Contacts—98.
- B. X-Rays:
  - 1. Mobile X-Ray clinics held—2.
  - 2. Persons X-Rayed at clinics—112.
  - 3. Persons X-Rayed at State Health Department—6.
- C. Visits
  - 1. Nursing visits in interest of T.B. prevention and control—312.
  - 2. Office visits by cases, suspected cases and contacts—181



#### IV. MATERNITY SERVICE

- A. Nursing visits to maternity cases—5.
- B. Midwives
  - 1. Registered in county—14.
  - 2. Meetings held—3
  - 3. Visits made to midwives by Public Health Nurse—30.

#### V. INFANT AND PRESCHOOL HYGIENE

- A. Nursing visits to infants—9
- B. Nursing visits to preschools—6

#### VI. SCHOOL HYGIENE

- A. Children inspected—1,605
- B. Follow-up nursing visits—115
  - C. Schools given vision and hearing tests—6
  - D. Schools in which immunization were given—36
- E. Class room health talks—6
- F. Teachers meetings attended by Public Health Nurse—2

#### VII. MORBIDITY SERVICE

- A. Nursing visits—8

#### VIII. CANCER CONTROL

- A. Nursing visits—3

#### IX. CRIPPLED CHILDREN'S SERVICE

- A. Visits—21

#### X. OTHER ACTIVITIES

- A. Conferences with physicians—55.
- B. Conferences with others—184
- C. Public Lectures—7
- D. Home Nursing:
  - Classes taught—1
  - Certificates issued—13



## NURSERY SCHOOLS

After a life of one year and six months, the year 1945, found the Nursery Schools primarily concerned with good health and happy living for the children. These two run parallel and were the goals toward which we were working.

The total enrollment of the three nurseries is three hundred and sixty-five. The average daily attendance for the year has been sixty-five.

January, 1945, opened with a new building for the Lawler Nursery. A new playground was necessary, and was added in the spring. New playground equipment, slides, swings and jungle gyms, were added to the three playgrounds.

The problem of securing trained teachers has been the greatest handicap. But at least one teacher in each nursery has remained the entire period, so the routine has had continuity and careful planning.

The daily program has been similar to the previous year, but for the older children has been added more advanced interests as longer games and stories, songs, poems, and much more participation in crayon and water painting. Some most interesting pictures have been produced, indicating talent and interest.

The children have learned songs, nursery rhymes, and poems. The uses of new words have been casually emphasized.

One important item has been that each nursery has been open and ready for the children at the early hours of five-thirty and six-thirty. Never has a mother been disconcerted with a closed nursery when she brought her child before her early work hours. This record has been perfect and the mothers have depended upon it.





## REGIONAL LIBRARY

This program is sponsored jointly by the Carroll Service Council, West Georgia College, Carroll County Board of Education, Heard County Board of Education, and the Georgia State Department of Education.

In the past year 5,483 volumes were purchased. These, together with the 500 books given by the State Library Extension Service are circulated throughout the two counties via motor car, which visits 37 communities each month.

The purchase of books is decided finally by the regional director, who is guided by policies set up by the Board,, and by a study of the needs of the territory. She takes into account the requests of participants, recommendations made regularly by a committee representing the two counties and the inadequacies of the standing collection.

The plan for rehabilitating books wearing out is now in process, under guidance of the Regional Director, the work done at West Georgia College. Under this plan, books (other than school texts) are mended for all libraries which are affiliated with the program.

About half the books are purchased with adult groups in mind: half for school age groups. Of the latter, the distribution is fairly even, with the edge toward the lower bracket, as the reading level is far below par.

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## ANNUAL REPORT OF CARROLL SERVICE COUNCIL

---

Recently service for the Negroes has been started. The entire amount allocated by the School Superintendents for books for Negro service will be matched out of the Regional Budget for such service. Approximately 1,000 volumes will be processed for Negroes within the next twelve month period.

The community is gratified at the rapid progress shown by the Regional Library Service. The circulation for the past fiscal year totals 35,242, or an average of one book per person in the rural sections, omitting the figures of the City of Carrollton.

Last year's contributions were as follows:

Carroll Service Council .....	\$ 2,100.00
State Department of Education .....	5,126.60
Carroll County Board of Education .....	2,000.00
Heard County Board of Education .....	1,000.00
Carrollton Library Board .....	800.00
Donations .....	775.00
<hr/>	
TOTAL .....	\$11,801.60

The budget for this coming year is approximately the same. Plans are now being made to secure financial assistance as a part of the regular budget of the Carroll County Commissioners and Carrollton City Council.

## SOCIAL WORK

The Committee on Social Work has continued to answer all requests for assistance for needy persons and to provide free milk each school day for underprivileged children in our community. In addition to the free milk program, the Committee has provided hospital care for eight persons, and has come to the aid of thirty-eight others by furnishing such necessities as clothing, food, fuel, and medicine in times of acute need. Approximately \$1600.00 was spent for this work in 1945.



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UNIVERSITY



## FINANCIAL REPORT

DECEMBER 1, 1944—DECEMBER 1, 1945

## RECEIPTS

Carroll County Commissioners .....	\$ 500.00
Carroll Tuberculosis Committee .....	500.00
Caroline Mills .....	300.00
Carrollton Public Library .....	900.00
Charity Board .....	1,657.60
City of Carrollton .....	3,155.58
Junior Chamber of Commerce .....	70.00
Lawler Hosiery Mill .....	200.00
Lion's Club .....	25.00
Mandeville Mills .....	1,628.50
The People's Bank .....	300.00
Presbyterian Church .....	95.85
Presbyterian Women's Bible Class .....	96.00
Rotary Club .....	120.00
Swimming Pool and City Gym .....	1,409.21
Swimming Pool Concession .....	281.55
War Fund Drive, 1944 .....	1,030.50
West Georgia College .....	1,575.00
U. S. Government Grant for Recreation .....	2,303.48
Foundation .....	2,500.03
Balance in People's Bank, December 1, 1944 .....	3,568.59
Withholding Tax for October and November .....	106.40
Total Receipts .....	\$22,323.16

## DISBURSEMENTS

Agricultural work for boys .....	1,500.00
Charity Work .....	1,590.56
Regional and City Library .....	3,700.00
Health .....	3,784.28
Nursery Schools .....	70.00
Mandeville Community Library .....	1,200.75
High School Athletics (44-45 school year) .....	2,455.58
Community Recreation Program .....	3,012.36
Swimming Pool Concession .....	201.30
General Expenses .....	302.37
Administration .....	3,483.22
Tax withheld prior to Dec. 1, 1944 .....	46.22
Balance in Peoples Bank, November 30, 1945 .....	976.52
Total .....	\$22,323.16

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Carroll County

Service  
Council



● Temple, C.  
Villa Rica, C. ●  
● Temple VILLARICA ●

Pleasant Grove ●

● Wynn's Chapel

● Flat Rock

● Bowdon Junction  
Mandeville ● ● Spence's Grove ● Sand Hill

Poplar Springs ●

● Mt. Zion  
● Kansas ● Smyrna

● Hulett

● Smithfield  
Pinetucky ●  
● Burwell

● Griffin's Chapel  
● Shady Dale

Bright Star ●

● CARROLLTON

BOWDON ●

Fair Oak ●

● Oak Mountain

● Hillside

● Bowdon, C.  
Farmers High ●

● Tallapoosa

● Pineview

Red Oak ●

Rock Ridge ●

● Clem  
Antioch ●

● Pate's Grove

● Unity

● Banning

● Rose Hill

● Rock Springs

● Whitesburg  
M<sup>c</sup> Intosh ●

● Tyus

● Roopville

● Lowell

● Mt. Olive

● Veal

● Arnold's Chapel

IF YOU EXPECT TO LIVE IN  
CARROLL COUNTY TOMORROW...

*We live together - we work together  
together we go forward*

FISK  
UNIVERSITY



Help build a better county by supporting **THE CARROLL SERVICE COUNCIL** in the county-wide drive April 21-27

A representative, non-profit, non-partisan, non-political organization  
for community action on behalf of common needs,

## WHAT CO-OPERATING ORGANIZATIONS HAVE DONE IN CARROLL IN THREE YEARS

### RELIGION

### PUBLIC WELFARE

#### HEALTH

#### CHARITY

### AGRICULTURE

### INDUSTRY

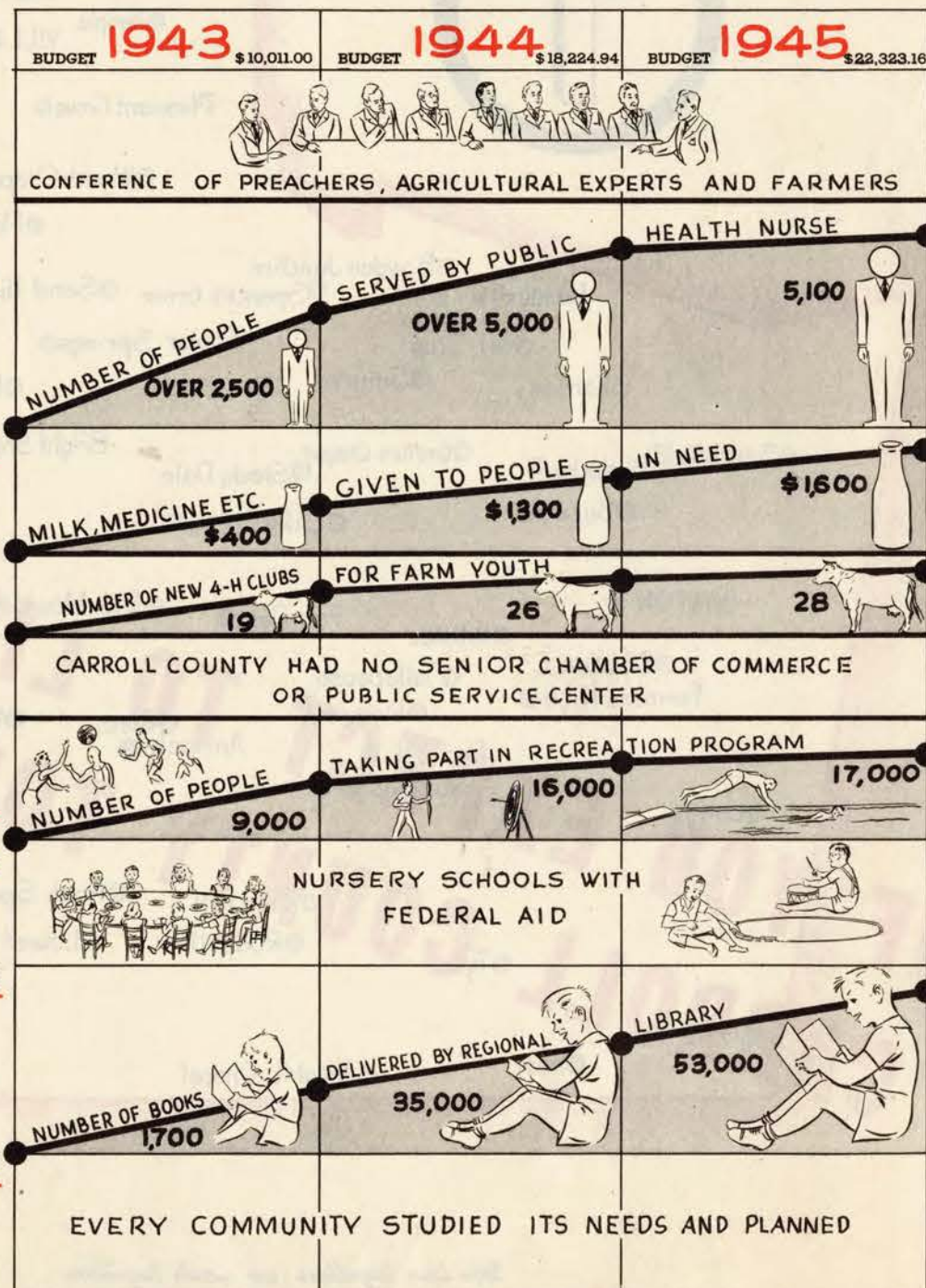
### EDUCATION

#### RECREATION

#### NURSERY SCHOOLS

#### LIBRARIES

#### SURVEYS



## INCREASED GOALS FOR 1946 Can be met if you and others will help

### RELIGION

### PUBLIC WELFARE

#### HEALTH

#### CHARITY

### AGRICULTURE

### INDUSTRY

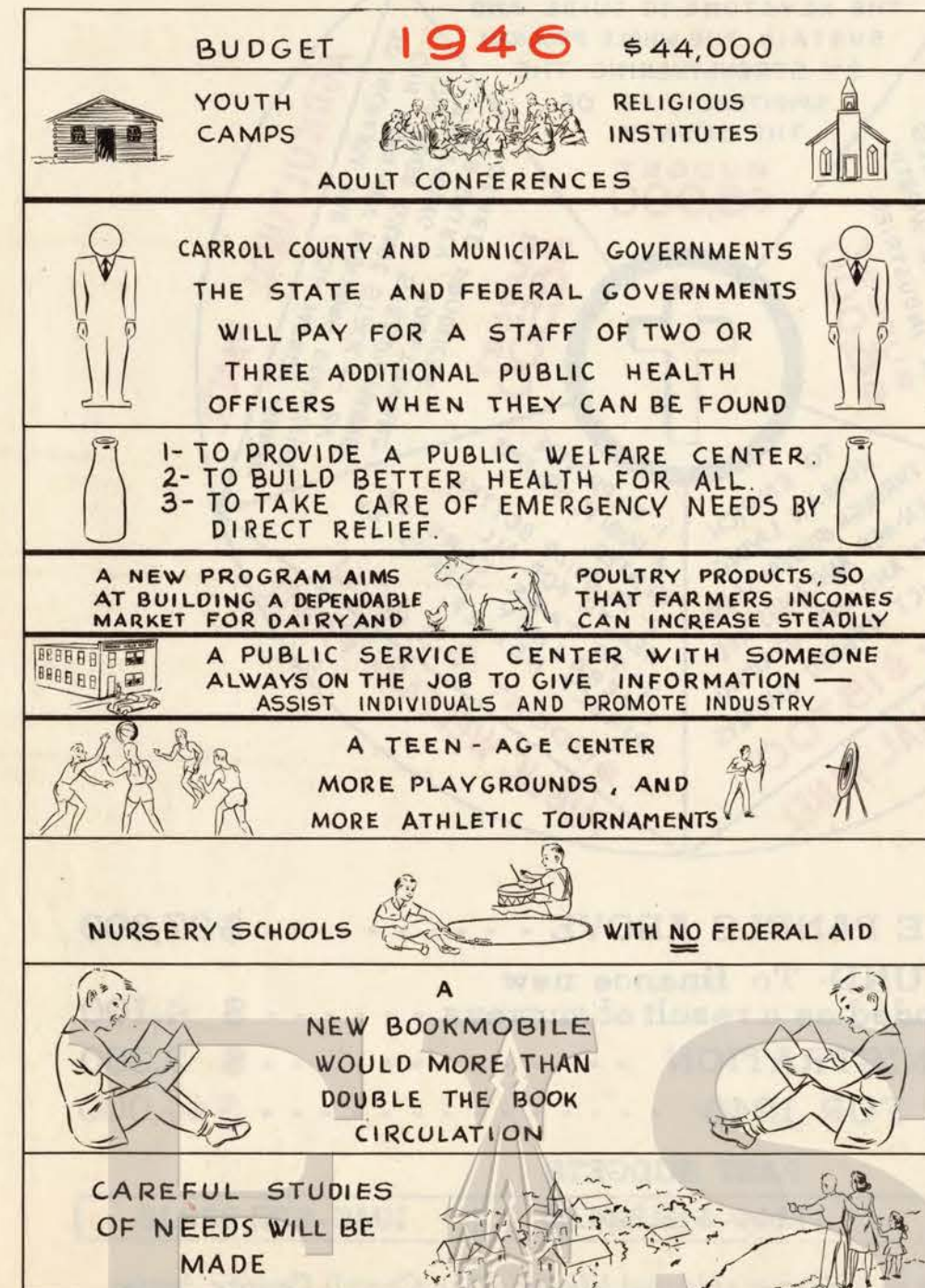
### EDUCATION

#### RECREATION

#### NURSERY SCHOOLS

#### LIBRARIES

#### SURVEYS

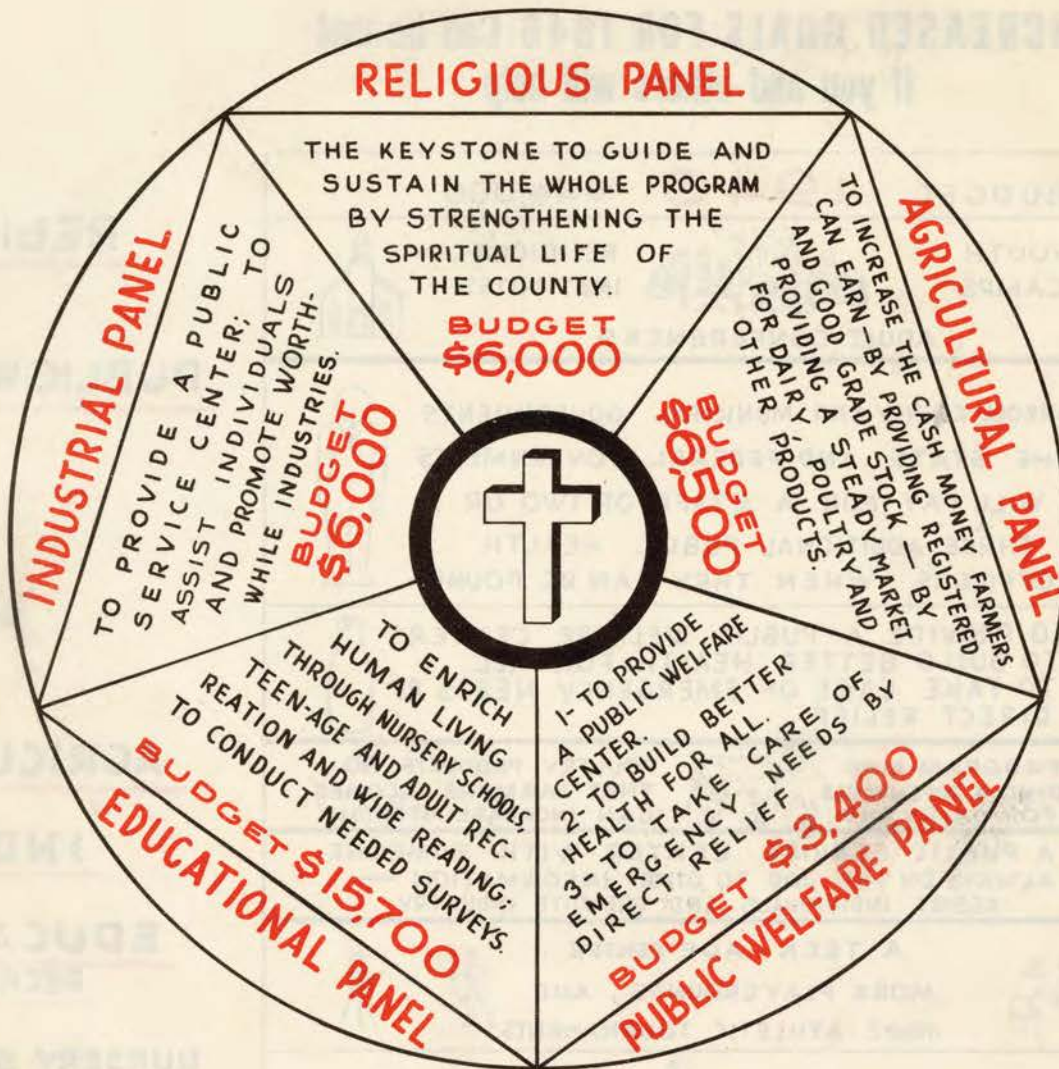


During the past three years, the County of Carroll, the City of Carrollton, the churches, civic clubs, business and industrial firms of Carrollton have paid the bills for the work of the Council. Now for the first time all the people of the county are given the chance to contribute to the CARROLL SERVICE COUNCIL, INC., dedicated to serving all the people.



# APRIL 21-27 COUNTY-WIDE BUDGET DRIVE

Please hand your contribution to your local school Principal or your Preacher. If you prefer, send or take your money to council headquarters on the fourth floor of the Peoples Bank Building in Carrollton.



TOTAL FOR FIVE PANELS ABOVE - - - - -	\$37,600
CONTINGENT FUND- To finance new projects recommended as a result of surveys - - - - -	\$ 4,100
GENERAL ADMINISTRATION - - - - -	\$ 2,300
TOTAL BUDGET FOR 1946 - - - - -	<b>\$44,000</b>

## PAST BUDGETS

1943-\$10,011.00	1944-\$18,224.94	1945-\$22,323.16
------------------	------------------	------------------

If you are interested in a deeper spiritual life for all in Carroll County, better health for all, better opportunities for our boys and girls, a more prosperous county for us all--- then give generously yourself and through your church and your club to the **CARROLL SERVICE COUNCIL**, a non-profit organization dedicated to the general welfare of all.

Gifts to the Carroll Service Council may be deducted from income tax, as charitable contributions.



EXPRESS SHIPPING POINT  
CARROLLTON, GA.

*Carroll County  
Service Council*  
**West Georgia College**

DIVISION OF THE UNIVERSITY SYSTEM OF GEORGIA

Irvine S. Ingram, President

Genola, Georgia  
(Suburb of Carrollton)

June 20, 1946

	FW	24	AWO	
	OR		SE	6/27

Mr. Fred G. Wale  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago 15, Illinois

Dear Mr. Wales:

Miss Foster has now practically secured the equipment for the bookmobile. As I understand it you were to give a thousand dollars over the past year for that purpose. She is now ready for it.

I am eager to see you as soon as you arrive in Georgia.

Cordially yours,

*I. S. Ingram*  
I. S. Ingram,  
President

**FISK**  
UNIVERSITY



# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO 15

*Carroll County  
Service*

To

Carroll-Heard Regional Library  
c/o Mr. Irvine S. Ingram  
West Georgia College  
Genola, Georgia

Payment Voucher No. 2426

Date June 24, 1946

*Council*

Payment in full of allocation to Carroll-Heard Regional

Library for 1945-46 ----- \$1,000.00

Ok. #35222

Accounts

Appropriation No.

Debit

Credit

Special Personnel for Rural Education

45-5

\$1,000.00

Prepared by

lcm

Checked by

Posted by

**FISK**  
  
**UNIVERSITY**

Comptroller

✓ 7/8  
10/15/46

Carroll County  
Service Council

June 27, 1946

Dear Mr. Ingram: In accordance with your request, Mr. Wale has asked me to forward to you the enclosed check for \$1,000, paying in full the allocation for that amount to the Carroll-Heard Regional Library for the current fiscal year.

Would you pass the word along to the proper person that I should like to have a certified statement of receipts and expenditures for the library covering the current fiscal year. (I don't know on what fiscal period they operate, so I am unable to give exact dates.)

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Mr. Irvine S. Ingram  
West Georgia College  
Genola, Georgia

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File date - July 27, 1946

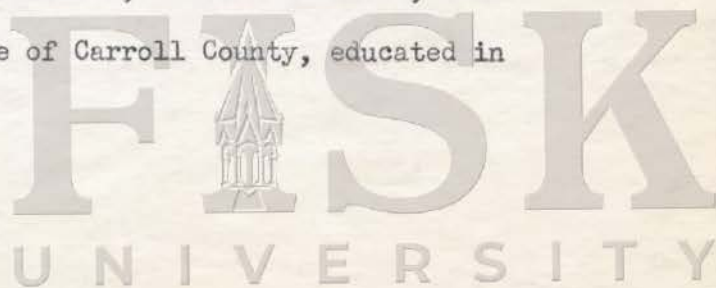
This packet is not  
presented to Committee.  
Keep for information it  
contains.

CARROLL COUNTY SERVICE COUNCIL

In December, 1942, the leadership of Carroll County organized the Carroll County Service Council. Programs were initiated and directed in agriculture and industry, health, recreation, child care, and traveling library. The aim of the Council was to sponsor activities of community-wide benefit and gradually have them taken over by public sources. Two good examples of its success are the programs in health and traveling library. The nursery school program, however, is an example in reverse. During the war years, Lanham Act funds and parent fees carried the major part of this work. Now that federal funds have been withdrawn, the Council carries the larger share of the nursery school budget.

In 1943 the Council operated on a budget of \$10,011; in 1944, \$18,225; and in 1945, \$22,323. This money was raised in approximately half from private and half from public sources. The current budget for 1946 is \$45,500. A recent drive within Carrollton itself has brought pledges (most of which are renewable next year) of \$30,000 from private citizens and business interests, with an additional \$5,000 for health work from state and county funds. The officers of the Rosenwald Fund have agreed to contribute \$5,500, <sup>from the appropriation of \$50,000, approved in April 1945,</sup> and the balance will be raised from county-wide sources. *for the development of state-wide councils in the South*

The program toward which we are making our contribution is the religious activity in the county. The Council recognizes that the real leader in the rural <sup>southern</sup> community is the minister. A county-wide committee under the full-time direction of Carson Pritchard, a local minister, will lead this work. Mr. Pritchard is a native of Carroll County, educated in



northern institutions. He is an excellent choice to initiate and carry through the kind of work that must be done in the 48 communities which will come within his program. The Rosenwald Fund is interested in the total program of the Carroll County Service Council for the following reasons:

- 1) It is an extension of the work of West Georgia College.
- 2) It is meeting its problems and working out practical solutions on a bi-racial basis, and
- 3) If successful, it will set a pattern for community action in the other counties of the state.
- 4) It comes <sup>to the</sup> *from roots* *our work with the*  
*church in interracial education and cooperation.*



Carroll County  
Service  
Council

APPROPRIATION

July 29, 1946

Dear Mr. Flinn: During the past few weeks you have talked with me a number of times about the work of the Carroll Service Council with the hope that the Julius Rosenwald Fund might be interested in making a grant to the general budget. You were particularly interested that we know of the proposed program for the religious panel and you will recall that you had me renew my acquaintance with Mr. Carson Pritchard, who I understand is a candidate for the directorship of this panel. Mr. Pritchard seems to me to be an excellent choice, and I am sure your committee is giving his name favorable consideration.

I have placed your request before our Executive Committee and before the officers of the Fund and I am glad to be able to write you that we have approved a grant of \$5,500 to be made available to the Carroll Service Council during the twelve months' period, September 1, 1946, through August 31, 1947. We have approved the general idea of helping you with this program over a three-year period but we will work out with you later in the year what the terms of our grant for the 1947-48 and 1948-49 periods will be.

Of course, I have known for some time much of the work that the Council has sponsored and conducted, and I do not need to assure you of my high regard for this program. We are delighted to be associated with it and are confident that under present leadership it will continue its high performance.

Sincerely,

FGW:en

FRED G. WALE

Mr. Richard O. Flinn  
Carroll Service Council  
Carrollton, Georgia

FISK  
UNIVERSITY

Carroll County  
Service Commis

July 29, 1946

Dear Carson:      Thank you for your letter. I shall  
                         look forward to seeing you on Thursday,  
the 8th. Perhaps we could have breakfast together. I  
will be staying the night of Wednesday, the 7th, in my  
apartment (phone Hyde Park 5203), and you will be spend-  
ing that night at the Hotel Sherry, 1725 East 53rd Street.  
If you are planning to come in by plane Wednesday morning,  
I would suggest you go straight to the Sherry and check  
in before going to the University of Chicago. They will  
have your name and will be waiting for you. I will not  
arrive until midnight, but unless you hear from me to  
the contrary, I will come over to the Sherry about 8:30  
or a quarter of 9, and we can have breakfast before going  
on to the Fund. If you want to check on that, buzz my  
phone about 8 o'clock.

Sincerely,

FRED G. WALKER

FGW:en

Mr. J. Carson Pritchard  
Heflin, Alabama

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UNIVERSITY



RICHARD D. FLINN, JR.  
CARROLLTON, GEORGIA

Carroll County  
Service Council

July 31, 1946

	70	8/2	700	

Mr. Fred G. Wale  
Julius Rosenwald Fund  
490 Ellis Avenue  
Chicago 15, Ill.

Dear Fred:

Your kind letter of 29 July came this morning.

We are very grateful for the interest you have shown in our project, and for the favorable consideration which your Executive Committee has given to our request for a grant.

We have called a meeting of the Executive Committee for Friday of this week. At that time we will present your letter and try to reach an official decision with reference to Carson Pritchard. Results of this meeting will be forwarded to you immediately.

Mr. George Syme has arrived in Carrollton, and together with Glenn Hogan, they are working hard to get our program going full-steam. If we could arrange for Carson Pritchard to join them in September, it would give tremendous impetus to our efforts.

Trusting that you will be able to visit us again soon, and with assurance of our deep appreciation of your continued interest and friendship, believe me,

Yours sincerely,

*Click*

F/c

FISK  
UNIVERSITY

*28w*

*✓ 9/1/46*

Carroll County  
Service Council

August 1, 1946

Dear Mr. Flinn: I have seen Mr. Wale's letter of July 29th, in which he approved a grant of \$5,500 to the Carroll Service Council for the year, September 1, 1946 to August 31, 1947. There is certain material we shall need to have in our files before beginning payment on the above grant this fall. When your budget for 1946-47 is complete, I should appreciate receiving a copy. Do the dates above coincide with the fiscal year of the Council?

In June, 1946, we paid \$1,000 to the Carroll-Heard Regional Library. Our check was mailed to Mr. I. S. Ingram with a covering letter, a copy of which is attached. I should appreciate receiving the report referred to in the second paragraph.

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Mr. Richard O. Flinn  
Carroll Service Council  
Carrollton, Georgia

FISK  
UNIVERSITY



June 27, 1946

Dear Mr. Ingram:      In accordance with your request, Mr. Wale has asked me to forward to you the enclosed check for \$1,000, paying in full the allocation for that amount to the Carroll-Heard Regional Library for the current fiscal year.

Would you pass the word along to the proper person that I should like to have a certified statement of receipts and expenditures for the library covering the current fiscal year. (I don't know on what fiscal period they operate, so I am unable to give exact dates.)

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Mr. Irvine S. Ingram  
West Georgia College  
Genola, Georgia

FISK  
UNIVERSITY

RICHARD D. FLINN, JR.  
CARROLLTON, GEORGIA

Carroll County  
Service Council

August 3, 1946

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Miss Dorothy A. Elvidge  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago, Ill.

Dear Miss Elvidge:

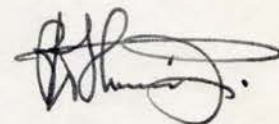
Your kind letter of August 1, together with copy of your letter to Mr. Ingram dated June 27, 1946 has just been received.

Copy of our budget will be forwarded to you just as soon as possible. Fiscal year of the Council begins January 1; however, we contemplate the completion of our budget for the ensuing year before November 15, at which time local subscriptions will be solicited. We will be glad to furnish you with complete information with respect to our current budget, and our plans for next year.

With regard to the report you desire in connection with Carroll-Heard Regional Library, I should like to explain that Mr. Ingram has been handling that phase of our program. He is now on vacation, but immediately upon his return, I shall take the matter up with him and ask him to forward you the desired information.

Thanking you for your kind cooperation, and with all good wishes, believe me,

Yours sincerely,



F/c

FISK  
UNIVERSITY



COUNTY BOARD

REV. G. W. JONES, PRES.  
WHITESBURG, GA.

JOHN HOLLINGSWORTH  
CARROLLTON, GA.

W. L. ADCOCK  
TEMPLE, GA.

H. H. ROBINSON  
CARROLLTON, GA.

S. C. ROWLAND  
BOWDON, GA.

Carroll County Public Schools

Carrollton, Georgia

Aug. 17, 1946

J. H. MCGIBONEY  
SUPERINTENDENT

GRACE TIETJE  
SUPERVISOR

MAIDA ROSE THOMASON  
SECRETARY

G. C. TURNER  
VISITING TEACHER

DE	8/20	DE	8/22

Miss Dorathy Elvridge,  
Rosenwald Fund,  
4901 Ellis Street,  
Chicago, Ill.

Dear Miss Elvridge,-

This will acknowledge  
receipt of the check for \$1000.00 for the  
West Georgia Regional Library.

We greatly appreciate  
this generous gift. It will mean a great deal  
in supplying the needs of the rural people  
with good literature.

Most sincerely yours,

*J. H. McGiboney*

J. H. McGiboney, Treas.,  
West Georgia Regional Library.

FISK  
UNIVERSITY

# The Carroll Service Council

INCORPORATED

Carrollton, Georgia

August 19, 1946

Julius Rosenwald Fund  
4901 Ellis Ave.  
Chicago 15, Ill.

Attention: Miss Elvidge

Dear Miss Elvidge:

This acknowledges your letter of August 1st in reference to the approval of a fund of \$5,500 made to the Carroll Service Council, effective for the year September 1, 1946 through August 31, 1947.

The above dates do not coincide with the annual fiscal year of the Carroll Service Council - the dates being January 1st through December 31st - but in the initial planning for this service it was agreed by Mr. Flinn, Mr. Ingram and Mr. Wale that the heretofore mentioned project should begin as early as possible.

Since receiving your letter, Mr. Carson Pritchard of Heflin, Alabama has been secured as Director of what the Carroll Service Council calls its Religious Panel. He begins work on September 1st.

The Executive Committee of the Carroll Service Council is now preparing a budget for the next calendar year. The present operating budget has been in effect eight months. It is the hope of the Council that the sum allocated to us will be paid in advance quarterly, if this is consistent with your policy.

In reference to the check of \$1,000 made payable to the Carroll-Heard Regional Library some weeks ago, I find that Mr. Ingram promptly turned over this check to Mr. J. H. McGiboney, Secretary of the Carroll-Heard Regional Library and that it has been properly accounted for.

On behalf of the Carroll Service Council we wish to thank you for these contributions, an investment in community building which already is having far reaching effect for constructive good.

Most sincerely,

*L. J. Brock*  
L. J. Brock, Chairman  
Carroll Service Council, Inc.

cc: Mr. Wale



Carroll County  
Service Council

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August 19, 1946

Julius Rosenwald Fund  
4901 Ellis Ave.  
Chicago 15, Ill.

Attention: Miss Elvidge

Dear Miss Elvidge:

This acknowledges your letter of August 1st in reference to the approval of a fund of \$5,500 made to the Carroll Service Council, effective for the year September 1, 1946 through August 31, 1947.

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On behalf of the Carroll Service Council we wish to thank you for these contributions, an investment in community building which already is having far reaching effect for constructive good.

Most sincerely,

cc: Mr. Wale

L. J. Brock, Chairman  
Carroll Service Council, Inc.

*Dep't  
9/9/46*

*Carroll County  
Service Council*

August 22, 1946

Dear Mr. McGiboney: Since you are the treasurer  
of the West Georgia Regional  
Library, I assume that you are the person to whom I  
should write to request a certified statement of the  
receipts and expenditures for the Library for the  
year in which our payment of \$1,000 was received.  
If you have any questions in connection with this  
request, please write me. *rec'd*

Very truly yours,

DAE:en

DOROTHY A. ELWIDGE

Mr. J. H. McGiboney, Treasurer  
West Georgia Regional Library  
Carroll County Public Schools  
Carrollton, Georgia

FISK  
UNIVERSITY



✓ 7/25/46  
Carroll County  
Service Council

August 22, 1946

Dear Mr. Brock: Now that I know the exact dates of the fiscal year of the Carroll Service Council, I can be more specific in my request for financial data in connection with our grant of \$5,500 to the Council.

I should like to have a statement of your actual receipts and expenditures for the period from January 1, 1946 to August 31, 1946. This report will begin with your January 1 cash balance, show the money received during the above period, the money expended, and end with your cash balance on August 31.

Then I should like to have a budget of the receipts and expenditures which you expect during the period from September 1, 1946, to December 31, 1946. And third and last, a copy of your budget for the calendar year 1947.

If you have any question in connection with these requests, please write me.

Very truly yours,

DAE:en

DOROTHY A. ELWIDGE

Mr. L. J. Brock, Chairman  
Carroll Service Council, Inc.  
Carrollton, Georgia

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# The Carroll Service Council

INCORPORATED

Carrollton, Georgia

August 27, 1946

Miss Dorothy A. Elvidge,  
Secretary and Comptroller  
Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago 15, Ill.

	DE	8/29	DE	8/30	cf. note
	FLW		FLW		

Dear Miss Elvidge:

In reply to your letter dated August 22, 1946 and supplementing my letter to you of August 19, 1946, I am enclosing financial statements requested, with the exception of our 1947 budget. I would like to give a word of explanation regarding this.

We have recently employed a new Executive Director who started work with us August 1, 1946. Since that time he has confined himself largely to the task of reorganizing the Council's program. This, we felt, was necessary if we were to proceed with the achievement of the goals set for our post-war expanded program. This re-organization includes such matters as a revision of our By-Laws, development of a Statement of Policy, Procedure and Scope of Program, re-organization of staff assignments and functions, institution of a more efficient record system for the inventories, purchases, personnel, reports, accounts and auditing and such other business management details. The rough draft of our revised By-Laws and Statement of Policy, Procedure and Scope of Program are now being studied by a special committee, panels and county community units for further suggestions. You will understand that this involves considerable time. Our Executive Director, however, is immediately instituting many of the other items mentioned.

In the past we have held our Annual Fund Campaign in April. Furthermore our fiscal year has been from December 1st through November 30th. At the suggestion of our Executive Director we have decided to extend our present fiscal year one month, thereby putting us next year and thereafter on a calendar year basis. We have also authorized our Executive Director to prepare plans to set up a United County Fund Campaign. This will be similar in nature to the Community Chest program and will, we hope, include organizations that have previously made

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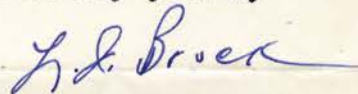


separate appeals. This will involve calling a meeting of all groups concerned locally and possibly representatives of national organizations. Furthermore, considerable machinery must be set up to handle this United Fund program. This drive should be held about November 15th. We are, therefore, faced with the problem of time but we think this can be taken care of.

Our Executive Director has recently completed a financial report that was presented to the Executive Committee at their August meeting. Although it does not coincide by one month with the period you requested we believe in the interest of saving time this will prove acceptable. I should also add that our Executive Director has made only minor adjustments in our present financial books and records. The new budget for 1947, including that of the Panels, will be standardized and broken down into various segregations with code numbers assigned. This will enable us to operate more efficiently and effectively in carrying forward the expanded programs of the five panels.

This outline for the 1947 budget is now being prepared and will within a few days be ready for submission to the panels for completion. The final budget for the entire program, however, will not be approved until November. It is, therefore, impossible to send you our 1947 budget at this time. We will see, however, that a copy is forwarded you as soon as possible. Trusting this meets with your approval, I remain,

Sincerely yours,



Dr. L. J. Brock, Chairman  
Carroll Service Council

cc: Mr. Wale

# FINANCIAL STATEMENT

## CARROLL SERVICE COUNCIL, INC

August 1, 1946

INCOME AND DISBURSEMENTS - 8 month period

\*Dec. 1, 1946 thru July 31, 1946

### INCOME:

BANK BALANCE DEC. 1, 1945 - - -	-976.52	976.52	
(Includes \$106.40 w/t Dec)			
PLEDGES PAID - - - - -	13,507.00	13,507.00	
CONTRIBUTIONS			
**City of Carrollton - - - -	1,100.00		
Charity Board - - - - -	935.00		
T. B. Fund -			
City Library - - - - -	600.00		
***Carroll County Com. Rds & Rev-	900.00		
State Board of Health - - - -	195.00	3,730.00	
(Reimbursement)			
RECEIPTS AND FEES			
****Nursery - - - - -	485.35		
Recreation - - - - -	1,467.53	1,952.88	
withholding tax for July on deposit-	66.90	66.90	\$20,233.30

### DISBURSEMENTS:

A. ADMINISTRATION - - - - -	2,066.35	2,066.35	
1. Agricultural Panel - -	1,177.15	1,177.15	
2. Industrial Panel			
3. Welfare Panel			
a. Charity - - - - -	852.96		
b. Health - - - - -	751.36		
c. T. B. - - - - -	431.80	2,036.11	
4. Educational Panel			
a. Recreation - - - - -	5,908.30		
(1) Refund on FWA grant -	309.67		
b. Nursery - - - - -	1,185.99		
c. Library - - - - -	1,200.00	8,603.96	
Withholding tax on deposit			
Dec. 1, paid - - - - -	106.40	106.40	13,989.97
Balance in Peoples Bank Aug. 1, 1946 - - -			6,243.33
			\$20,233.30

\* Present financial books started Dec. 1st, 1945

\*\* \$100 per mo Dec. thru Apr. \$200 mo May thru July

\*\*\* Last contribution made April 1946 - nurse resigned.

\*\*\*\* Carroll Service Council sponsorship started May, 1946





ESTIMATED

INCOME AND DISBURSEMENTS

5 month period  
\*August 1, 1946 thru Dec. 31, 1946

INCOME:

Bank Balance August 1, 1946 - - -	\$6,243.33
Pledges payable (\$6,194.00) -	**5,574.60
Contributions:	
City of Carrollton - - 1000.00	
Charity Board - - - - - 625.00	
T. B. Fund - - - - - 500.00	
City Library - - - - - <u>375.00</u>	2,500.00
Receipts and Fees:	
Nursery - - - - - 825.00	
Recreation - - - - - <u>400.00</u>	1,225.00
TOTAL - - - - -	\$ 15,542.93

ESTIMATED DISBURSEMENTS BY DEPARTMENTS

Remaining 5 month period - Aug. 1-Dec. 31, 1946

DISBURSEMENTS:

A. Administration:

(Carroll Service Council & Information Center)

Executive Director - -	2500.00	
Secretary (Part-time - -	325.00	
Travel - - - - -	150.00	
Office Supplies - - - -	200.00	
Rent - - - - -	187.50	
Printing - - - - -	200.00	
Communications (Stamps, Tel & Tel) - - -	100.00	
Equipment (Furnish new office) - -	600.00	
Maintenance & Repairs -	50.00	
Contingencies - - - - -	<u>100.00</u>	4,412.50

1. Agricultural Panel

Director & Asst Co.

Agent - - - - -	1375.00	
Travel - - - - -	75.00	
Printing - - - - -	50.00	
Completion of Surveys -	50.00	
Periodicals - - - - -	50.00	
Prize heifers & bulls for Co. fair awards -	<u>500.00</u>	2,100.00

\*This budget is proposed for operation of Carroll Service Council program thru Dec. 1946, thereby putting the program and financial records on a calendar year basis.

\*\* 10% deducted from total to allow for losses.

2. Industrial Panel:

Director - - - - -	750.00	
Travel - - - - -	175.00	
Printing - - - - -	50.00	
Surveys - - - - -	100.00	
Periodicals - - - - -	50.00	1,125.00

3. Welfare Panel:

## a. Charity &amp; Relief

Director - - - - -	00.00	
Travel - - - - -	00.00	
Printing - - - - -	25.00	
Periodicals - - - - -	20.00	
Charity & relief - - - - -	500.00	
Milk Fund - - - - -	312.00	
(31.25 mo College St PTA)		
(31.25 mo Maple St PTA)		875.50

## b. Health

T. B. Program (Milk, clothing & trans)	125.00
(Exp. low pending appointment of county nurse by County health dept.)	

4. Educational Panel:

## a. Recreation:

## Program Leadership:

Director of Recreation -	1125.00	
Athletic Director		
(1 mo bal due on contract of \$500) - - - - -	100.00	
Athletic Asst (pt-time 4 mo)-	160.00	
Mandeville Center Supervisor-	450.00	
Playground leadership - -	360.00	
Mandeville playground-		
	120.00	
College St "	120.00	
<del>Maple St</del> " <del>xxxxxx</del>	<del>120.00</del>	
Negro "	120.00	
Pool Personnel (1 mo) - - -	280.00	
Lifeguard - - -	60.00	
Operator - - - -	80.00	
Helper - - - -	30.00	
Filter Operator -	110.00	\$2,475.00

## Program Materials:

Set boxing gloves - - - -	16.00	
Two basket balls - - - -	30.00	
Ping-Pong net & balls - - -	16.00	
Two footballs - - - -	25.00	
Recordings (music) - - - -	8.00	95.00



## Education (con't)

## a. Recreation (con't)

## Program Maintenance &amp; Operation:

Janitor (pool 1 mo) - - -	60.00	
Janitor (gym-Mandeville Center, 4 mopttime)	200.00	
Maintenance Supplies -	55.00	
Utilities (Except water) -	120.00	
Water (S/P bill for 3 mo, due Sept. 1) - -	400.00	
Water ( 4 mo) - - -	<u>16.00</u>	851.00

Total Recreation Program - - - - - \$3,471.00

b. Nursery:

Supervisor (pt-time @ \$20 mo)	100.00	
Teacher (fulltime @ \$100 mo)	500.00	
Teacher (fulltime @ \$90 mo)	450.00	
Supply teacher @ \$10 mo - -	50.00	
Maid (\$10 wk, pd out of receipts before deposit to central office)		
Groceries @ \$85 mo - - -	425.00	
Maintenance (Laundry @ \$6 mo)	30.00	
Supplies & Equipment - -	35.00	
Contingencies - - - -	<u>100.00</u>	1,685.00

## c. Library:

Grant to Carrollton Library - -	<u>750.00</u>	\$2,435.00
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TOTAL DISBURSEMENTS FOR ENTIRE PROGRAM - - - - - \$14,524.00

## SUMMARY - Dec. 31 1945 thru July 31, 1946

Income - - - - -	\$ 20,233.30
Disbursements - - - - -	13,989.97
Balance - - - - -	\$ 6,243.33

ANTICIPATED

Income - - - - -	15,542.93 <i>includes</i>
Disbursements - - - - -	14,524.00
Balance - - - - -	\$ 1,018.93

- Note: 1. Approval for transferring funds from the former Agricultural and Industrial Board to the Agricultural and Industrial Panels is now being obtained, and proper designation for the use of these funds made. This fund approximately \$1,500.
2. This report does not include application to Rosenwald Fund to be used for the Religious Panel (employment of personnel and program.)



Carroll County  
Service Council

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August 27, 1946

Miss Dorothy A. Elvidge,  
Secretary and Comptroller  
Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago 15, Ill.

Dear Miss Elvidge:

In reply to your letter dated August 22, 1946 and supplementing my letter to you of August 19, 1946, I am enclosing financial statements requested, with the exception of our 1947 budget. I would like to give a word of explanation regarding this.

We have recently employed a new Executive Director who started work with us August 1, 1946. Since that time he has confined himself largely to the task of reorganizing the Council's program. This, we felt, was necessary if we were to proceed with the achievement of the goals set for our post-war expanded program. This re-organization includes such matters as a revision of our By-Laws, development of a Statement of Policy, Procedure and Scope of Program, re-organization of staff assignments and functions, institution of a more efficient record system for the inventories, purchases, personnel, reports, accounts and auditing and such other business management details. The rough draft of our revised By-Laws and Statement of Policy, Procedure and Scope of Program are now being studied by a special committee, panels and county community units for further suggestions. You will understand that this involves considerable time. Our Executive Director, however, is immediately instituting many of the other items mentioned.

In the past we have held our Annual Fund Campaign in April. Furthermore our fiscal year has been from December 1st through November 30th. At the suggestion of our Executive Director we have decided to extend our present fiscal year one month, thereby putting us next year and thereafter on a calendar year basis. We have also authorized our Executive Director to prepare plans to set up a United County Fund Campaign. This will be similar in nature to the Community Chest program and will, we hope, include organizations that have previously made

MSK  
UNIVERSITY

separate appeals. This will involve calling a meeting of all groups concerned locally and possibly representatives of national organizations. Furthermore, considerable machinery must be set up to handle this United Fund program. This drive should be held about November 15th. We are, therefore, faced with the problem of time but we think this can be taken care of.

Our Executive Director has recently completed a financial report that was presented to the Executive Committee at their August meeting. Although it does not coincide by one month with the period you requested we believe in the interest of saving time this will prove acceptable. I should also add that our Executive Director has made only minor adjustments in our present financial books and records. The new budget for 1947, including that of the Panels, will be standardized and broken down into various segregations with code numbers assigned. This will enable us to operate more efficiently and effectively in carrying forward the expanded programs of the five panels.

This outline for the 1947 budget is now being prepared and will within a few days be ready for submission to the panels for completion. The final budget for the entire program, however, will not be approved until November. It is, therefore, impossible to send you our 1947 budget at this time. We will see, however, that a copy is forwarded you as soon as possible. Trusting this meets with your approval, I remain,

Sincerely yours,

Dr. L. J. Brock, Chairman  
Carroll Service Council

cc: Mr. Wale

Page 2





2/11/47  
August 30, 1946

Dear Doctor Brock: Thank you for your detailed letter of August 27 and for the statements attached. It will be quite all right for us to receive your budget for 1947 later in the year. A copy may be mailed whenever it has been completed and approved by your group.

I had assumed that your estimate of expenditures for the period from August 1 to December 31, 1946 would include the proposed expenditures for the religious panel toward which our grant is to apply. Since your general budget does not include them, I wonder if you would have a copy of the proposed expenditures of that project for the last five months of 1946 mailed to me. I assume that your 1947 budget will carry the expenditures for the religious panel.

If Mr. Pritchard still plans to begin work with the Council on September 1, I shall be able to send you a first payment on our grant soon after the middle of the month when Mr. Embree, whose signature is needed on Fund checks, returns from his vacation.

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Dr. L. J. Brock, Chairman  
Carroll Service Council  
Carrollton, Georgia



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Carroll  
County  
Sermon  
Council

September 11, 1946

Miss Dorothy A. Elvidge  
Secretary and Comptroller  
Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago 15, Ill.

Dear Miss Elvidge:

As requested in your letter of August 30th we are enclosing a copy of our budget for the Panel on Religion. You will note that this budget has been prepared for the period September 1st through December 31st, 1946, which covers the remainder of our present fiscal year.

As we explained to you in our letter dated August 27, 1946 the Council's budget, which was enclosed with this letter, was prepared by our Executive Director for presentation to the Executive Committee at their August meeting. At the time this budget was submitted we had not been advised that our grant from the Julius Rosenwald Fund had been approved, and therefore, the budget for the Religious Panel was not included. Furthermore, we did not wish to send you the budget for the Religious Panel until Mr. Pritchard had become a member of our staff. We felt that he should have an opportunity to review and give final approval of the tentative budget which we had submitted to your office through Mr. Wale.

You will note that on the attached budget which has been prepared for the Panel on Religion an additional sum of money covering administration costs has been added over and above the grant approved for this work. This sum amounts to \$611.11, or 33 1/3 per cent of the Religious Panel budget for this period. We should advise that our Executive Director, in setting up the budget for the fiscal year 1947, plans to follow this procedure with the four other panels. We believe that in this manner we will obtain a more accurate reflection of the actual cost of each panel's program. We felt, however, that this procedure should be started immediately for the Religious Panel's program.



page # 2

We have decided as a temporary measure to transfer funds in the amount of \$611.11 from the Carroll Service Council's overall budget to cover this item for administration. This amount will cover the proportionate cost of such administration items as office rent, secretarial help, office furniture and equipment, office supplies, communications, (tel and tel, postage, freight and express), binding and engraving, mimeographing, maintenance services and supervision.

You will also note that we have tentatively set up as income the sum of \$50.00. It is our understanding that occasionally honorariums are offered to ministers for special services rendered. While we do not plan to encourage this practice, we believe, however, that certain beneficial results may obtain if it is tactfully suggested that these honorariums be used for the support and expansion of the Religious Panel's program.

I hope this covers all questions raised in your recent letter. Please feel free, however, to request additional information if desired.

Sincerely yours,

Dr. L. J. Brock, Chairman  
Carroll Service Council, Inc.

cc? Mr. Wale

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# BUDGET

September 1, 1946 - December 31, 1946

## PANEL ON RELIGION

Code No.      Object

1000      PERSONAL SERVICES \$1200.00

1100	Salaries and Wages	\$1200.00
1110	Leadership, Regular	\$1200.00

2000      SERVICES, CONTRACTUAL 250.00

2100	Communications and Transportation	200.00
2140	Traveling Expenses	200.00
2300	Printing, Binding, Advertising	50.00
2310	Printing	50.00

3000      COMMODITIES 148.33

3300	Program Supplies	148.33
------	------------------	--------

4000      CURRENT CHARGES 235.00

4100	Rents	200.00
4400	Registration and Subscriptions (Includes Books)	35.00

7000      ADMINISTRATION 611.11

(33 1/3 % of Total Budget)

Total	<u>\$2444.44</u>
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## BUDGET

September 1, 1946 - December 31, 1946

PANEL ON RELIGIONINCOME

Code No.      Object

2000      CONTRIBUTIONS

\$ 50.00

Honorariums (Gifts)

\$ 50.00

3000      GRANTS

1833.33

Julius Rosenwald Fund

1833.33

6000      OTHER

561.11

Transfer of funds from over-all  
Budget

561.11

Total \$2444.44

# Carroll County Service

"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

Council

## The Carroll Service Council

INCORPORATED

Carrollton, Georgia

September 11, 1946

	At	9/16	EE	9/17
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Miss Dorothy A. Elvidge  
Secretary and Comptroller  
Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago 15, Ill.

Dear Miss Elvidge:

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You will appreciate, therefore, that the sum requested from the Rosenwald Fund will not be sufficient to cover our budget needs. I believe, however, that you will agree with us that this revised budget-making policy is in line with present day business practices.



page # 2

We have decided as a temporary measure to transfer funds in the amount of \$611.11 from the Carroll Service Council's overall budget to cover this item for administration. This amount will cover the proportionate cost of such administration items as office rent, secretarial help, office furniture and equipment, office supplies, communications, (tel. and tel., postage, freight and express), binding and engraving, mimeographing, maintenance services and supervision.

You will also note that we have tentatively set up as income the sum of \$50.00. It is our understanding that occasionally honorariums are offered to ministers for special services rendered. While we do not plan to encourage this practice, we believe, however, that certain beneficial results may obtain if it is tactfully suggested that these honorariums be used for the support and expansion of the Religious Panel's program.

I hope this covers all questions raised in your recent letter. Please feel free, however, to request additional information if desired.

Sincerely yours,

*L. J. Brock*

Dr. L. J. Brock, Chairman  
Carroll Service Council, Inc.

cc: Mr. Wale



## BUDGET

September 1, 1946 - December 31, 1946

PANEL ON RELIGION

Code No.      Object

1000      PERSONAL SERVICES \$1200.001100      Salaries and Wages \$1200.001110      Leadership, Regular \$1200.002000      SERVICES, CONTRACTUAL 250.002100      Communication and Transportation 200.002140      Traveling Expenses 200.002300      Printing, Binding, Advertising 50.002310      Printing 50.003000      COMMODITIES 148.333300      Program Supplies 148.334000      CURRENT CHARGES 235.004100      Rents 200.004400      Registration and Subscriptions 35.00  
            (Includes Books)7000      ADMINISTRATION 611.11

(33 1/3 % of Total Budget)

Total \$2444.44



BUDGET

September 1, 1946 - December 31, 1946

PANEL ON RELIGION

INCOME

Code No.      Object

2000      CONTRIBUTIONS

\$ 50.00

Honorariums (Gifts)

\$ 50.00

3000      GRANTS

1833.33

Julius Rosenwald Fund

1833.33

6000      OTHER

561.11

Transfer of funds from over-all  
Budget

561.11

Total \$2444.44

*West Georgia Regional Library*  
(CARROLL, HEARD, HARALSON)

*Carroll County  
Service  
Council*

*Carrollton, Georgia*

September 12, 1946

Miss Dorothy A. Elvidge  
4901 Ellis Avenue  
Chicago 15, Illinois

	SE	9/16	SE	9/17
	78W		45W	0

Dear Miss Elvidge:

As requested in your letter of August 22nd,  
I am sending you a copy of the actual receipts  
and expenditures of the West Georgia Regional  
Library from July 1, 1945, through June 30, 1946.

Very truly yours,

*J. H. McGiboney*  
J. H. McGiboney, Treasurer

JHM:mrt  
Enclosure



*West Georgia Regional Library*

(CARROLL, HEARD, HARALSON)

*Carrollton, Georgia*Actual Receipts and Expenditures from July 1, 1945 through June 30, 1946.Receipts

Rosenwald Fund	1,000.00
Cash donations	287.50
Carroll Service Council	525.00
State of Georgia	900.00
Carrollton Public Library	800.00
Heard County Board of Education	1,000.00
Carroll County Board of Education	3,000.00
Miscellaneous	8.95

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 7,521.45

Overdraft 6/30/45	21.88
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 7,499.57
 

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Expenditures

Edith Foster - petty cash	75.00
Edith Foster - travel	300.00

Salaries

Edith Foster, director	1,800.00
Mrs. Fred Spangler, clerk	300.00
Maida Rose Thomason, clerk	120.00
Fae Kent, assistant	100.00
Sara Nix Street, clerk	1,035.00
Mary Cantrell, clerk	200.00
Christine Eidson, clerk	200.00

Miscellaneous

Bookmobile mileage	63.15
Etta Buchanan - mending	5.00
Bank expense	1.25
Freight	9.57
Telephone	58.29

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*West Georgia Regional Library*

(CARROLL, HEARD, HARALSON)

*Carrollton, Georgia*

page 2 - Actual Receipts and Payments

Payments (continued)Supplies

Ivan-Allen Marshall	1.55
Frank T. Thomasson	37.50
Gaylord Brothers	195.90
Carrollton Hardware	17.95
State Highway Department	9.50

Equipment

Royal Typewriter Company	145.50
Superior Wood Works	27.50
Harold Pritchard	101.25

Books, magazine, etc.

Rich's	60.35
Miller's	62.44
C. S. Hubbard	372.58
Hunting Company	108.70
Saturday Review of Literature	5.00
American Library Association	3.00
R. R. Bowker Company	5.00
H. W. Wilson Company	7.00
Horn Book, Inc.	2.50
Simon & Schuster	2.23
Educational Screen	1.04
American Council on Education	3.50
Bureau of Publication	.60

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 5,437.85

Balance 6/30/46

---

 2,061.72

---

 7,499.57
 

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1945-46 bills to be cleared - - - - - 139.76  
 Earmarked and held for bookmobile purchase - - 1,921.96

We are expecting delivery of the bookmobile during the month  
 of September 1946.

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*West Georgia Regional Library*

(CARROLL, HEARD, HARALSON)

*Carrollton, Georgia*

September 12, 1946

This is to certify that the attached report is a record of actual receipts and expenditures of the West Georgia Regional Library from July 1, 1945, through June 30, 1946, as it appears on the books.

*J. H. McGiboney*  
J. H. McGiboney, Treasurer

Subscribed and sworn to

before me this 12th day

of September, 1946.

*Maudie Rose Thomason*  
Notary Public, Carroll County

Carroll County  
Service Council

September 17, 1946

Dear Mr. McGiboney:      Thank you for your letter of September 12 and for the statement attached to it, outlining the receipts and expenditures of West Georgia Regional Library for the fiscal year ended June 30, 1946.

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Mr. J. H. McGiboney, Treasurer  
West Georgia Regional Library  
Carrollton, Georgia

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Carroll County  
Service Council

*Handwritten initials*

September 17, 1946

Dear Doctor Brock: Thank you for your letter of September 11 to which was attached a budget for the panel on religion, covering the period from September 1, 1946 to December 31, 1946.

Enclosed you will find our check for \$1,375, paying the first quarterly payment on our allocation of \$5,500 toward the expenses of the panel on religion for the year ending August 31, 1947. Another quarterly payment will be mailed to you on December 1.

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Dr. L. J. Brock, Chairman  
The Carroll Service Council  
Carrollton, Georgia

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# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO 15

To

Carroll Service Council

c/o Dr. L. J. Brock, Chairman

Carrollton, Georgia

Payment Voucher No. 2808


Date September 17, 1946

*Carroll County  
Service Council*

First payment on allocation of \$5,500 toward expenses

of Religious Panel for year ending August 31, 1947 - - \$1,375.00

Ch. #35674

Accounts		Appropriation No.	Debit	Credit
Special Projects in Rural Education		46-38	\$1,375.00	
Prepared by	Checked by	Posted by	 UNIVERSITY	
len				
			Comptroller	



"Our Purpose is to Develop a Representative, Non-Partisan Medium for Community Action in Behalf of Our Common Need"

# The Carroll Service Council

INCORPORATED

Carrollton, Georgia

September 20, 1946

*Carroll County  
Service  
Council*

Miss Dorothy A. Elvidge  
Secretary and Comptroller  
Julius Rosenwald Fund,  
4901 Ellis Ave.,  
Chicago 15, Ill.

	1946	9/23	846.	

Dear Miss Elvidge:

Thank you for your letter of September 17th  
enclosing a check for \$1,375.00, covering the first  
quarterly payment of our allocation of \$5,500.00  
toward the expenses of the Panel on Religion for  
the year ending August 31, 1947.

Sincerely yours,

*L. J. Brock*

Dr. L. J. Brock, Chairman  
Carroll Service Council, Inc.

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## THE CARROLL SERVICE COUNCIL

INCORPORATED

EXECUTIVE DIRECTOR  
GEORGE SYME, JR.

RELIGIOUS DIRECTOR  
J. CARSON PRITCHARD

AGRICULTURAL AND  
INDUSTRIAL DIRECTOR  
GLENN M. HOGAN, JR.

WELFARE DIRECTOR  
MRS. P. S. GRIFFIN

SUPERINTENDENT OF  
RECREATION  
TOM A. HERNDON, JR.

CARROLLTON, GEORGIA

November 8, 1946

Miss Dorothy A. Elvidge  
Secretary and Comptroller  
Julius Rosenwald Fund  
4901 Ellis Avenue  
Chicago 15, Ill.

DE	11/11	DE	11/11
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Dear Miss Elvidge:

We have recently completed our budget for the fiscal year 1947. As soon as this budget has been approved by the Board of Directors we will forward you a copy. We are, however, sending you a copy of our approved By-Laws and Statement of Policy, Procedure and Scope of Program. You will note that we have now included as part of our function the operation of the Carroll Service Council United Fund Campaign, which will include such organizations as the Carroll Service Council, Boy Scouts, Girl Scouts, Cancer Control League, March of Dimes Polio Fund, USO, The Salvation Army, Regional Library Service and several other miscellaneous services.

I should also like to advise that at the request of Mr. Fred Wale and Dr. I. S. Ingram we arranged a special meeting and round table discussion of the Carroll Service Council for the benefit of some twenty-odd educators from various sections of the country who were visiting and studying first hand the problems of education and community services in Carroll County. This meeting proved most worthwhile and was thoroughly enjoyed by the visiting delegates.

If there are any questions or suggestions which you would like to make concerning the enclosed material please feel free to write us.

Sincerely yours,

*L. J. Brock*  
Dr. L. J. Brock, Chairman  
Board of Directors



CARROLL SERVICE COUNCIL, INC.

To: Members Board of Directors,                      Date: Nov. 1, 1946  
Panels and Chairmen  
Community Committees

From: Dr. L. J. Brock, Chairman  
Board of Directors

Subject: Approved By-Laws, and Statement of Policy,  
Procedure and Scope of Program

The attached copy of the Carroll Service Council's By-Laws, and Statement of Policy, Procedure and Scope of Program contains several important revisions which should be carefully read.

Following the submission to the Executive Board of the rough draft copies of the revised By-Laws and Statement of Policy, Procedure and Scope of Program it was decided to include the function of a County United Fund Campaign within the main structure of the Carroll Service Council's organization. This required additional revision. We hope that you will find this material helpful in understanding the program of the Carroll Service Council and properly interpreting our services to all interested citizens.



## By-Laws

### CARROLL SERVICE COUNCIL, INC.

Carrollton, Georgia

#### Article I - Members

##### Section 1

The members of this organization shall be of two classes - individual and organizational.

##### Section 2 - Individual Members

- a. Any person agreeing to give service through this organization may, upon approval of the Board of Directors, become an individual member.
- b. Each contributor to the financial campaign shall be a member of this organization.

##### Section 3 - Organizational Members

Any organization or department of government interested in the object of this organization may, upon approval of the Board of Directors, become an organizational member. Organizational members shall be either financially participating or non-financially participating. Each organizational member shall be represented by two official delegates, whenever possible one to be an executive staff member of the organization and the other to be a member of the governing board or other policy-making official.

#### Article II - Board of Directors

##### Section 1 - Composition

- a. The management and administration of the affairs of this organization shall be by a Board of Directors, consisting of nine elected members, one-third of whom shall be elected each year for terms of three years each and until their successors have been elected at the annual meeting of the members. At the first annual meeting of the membership, following the adoption of these By-Laws three persons shall be elected for a term of three years, three for a term of two years and three for a term of one year. No person shall be eligible to serve as a Director for more than three successive three-year terms.
- b. The chairman of each of the five panels, chairman of each of the several county community committees shall automatically become members of the Board of Directors in the event they are not members by election.



- c. The chairman of the campaign committee, budget and admissions committee and any other committees deemed necessary by the Board of Directors, shall become ex-officio members of the Board of Directors in the event they are not members by election.

## Section 2 - Interin Vacancies

The Board of Directors shall fill any vacancy in the Board of Directors for the remainder of unexpired terms.

## Section 3 - Duties

The duties of the Board of Directors shall be:

- a. To manage the affairs of this organization between meetings of the membership.
- b. To adopt such policies and procedures for the operation of this organization as may be consistent with the articles of incorporation and by-laws and designed to carry out the objectives of this organization.
- c. To appoint such committees as it may deem expedient for the carrying out of the objectives of this organization.
- d. To arrange for the raising of funds.
- e. To controll the distribution of funds collected.
- f. To employ such persons as it may deem necessary for the successful prosecution of the objects of this organization.
- g. To give at least once a year a full and complete report of its activities at a meeting of the members of this organization.

## Article III - Officers

### Section 1 - Officers

- a. The officers of this organization shall be a chairman, vice-chairman, and a treasurer, who shall be elected from among its members by the Board of Directors at an organizational meeting immediately following the annual election of directors.
- b. The employed Executive Director shall serve as secretary to the Board of Directors, but shall not be a member of that body.

### Section 2 - Term of Office

All officers are elected for terms of one year and until their successors are elected and qualified.



### Section 3 - Duties of the Officers shall be:

- a. The Chairman shall preside at all meetings of the Board of Directors and the annual meetings of the membership, and shall perform all duties incumbent upon such position.
- b. In the absence of the Chairman, the Vice-Chairman shall perform all the duties of the Chairman, and such other duties as may be requested of him by the Chairman and/or the Board of Directors.
- c. The Treasurer shall receive, deposit and have custody of all the money of the Carroll Service Council, Inc. and shall disburse such money as he may be directed to do by the Board of Directors, or consistent with the finance policies and procedure of the Board.

He shall keep regular books and accounts showing all the Council's receipts and disbursements. The books and accounts of the Council shall be available at all times for inspection by the Chairman of any member of the Board of Directors.

- d. The Executive Director shall be under the authority of the Board of Directors and shall be responsible for the general direction of affairs and operations of the organization, in accordance with policies laid down by the Board. He shall give notice of all meetings, keep minutes and records of this organization and its Board of Directors, and its committees, and shall perform such other duties as the Board of Directors shall decide. He may execute and sign with the Chairman of the Board of Directors any contract or obligation of the Carroll Service Council, Inc., when duly requested by the Board of Directors.

## Article IV - Panels

### Section 1

There shall be the following panels whose membership is composed of not less than five members selected at large by the officers of the Board of Directors and one representative from each organized County Community Committee:

- a. Religious Panel
- b. Agricultural Panel
- c. Industrial Panel
- d. Educational Panel
- e. Welfare Panel

### Section 2

Each Panel shall be headed by a chairman to be elected by the membership of the particular panel at its first regular meeting.



### Section 3

The several panels shall hold regular monthly meetings at a time prior to the regular Executive Committee meeting on the second Friday of each month.

## Article V - County Community Committees

### Section 1

There shall be established as an integral part of the Organization of the Carroll Service Council, Inc. several County Community Committees to be elected by the people of the various communities at meetings called for this purpose.

### Section 2

The County Community Committee shall consist of a chairman and representatives of the following panels and such other members as are deemed necessary:

- a. Panel on Religion
- b. Panel on Agricultural
- c. Panel on Industry
- d. Panel on Education
- e. Panel on Welfare

### Section 3

The elected representatives of each of the above named five panels will automatically represent his community on the Council's respective county-wide panel.

## Article VI - Committees

### Section 1 - Campaign Committee

- a. The campaign committee of this organization shall consist of a campaign chairman and six other members appointed annually by the Board of Directors. The chairman of this committee shall act as the general chairman for the annual campaign and shall have the power to add to the committee at his discretion.
- b. This committee, under the leadership of the campaign chairman, shall arrange for and conduct an annual financial appeal to all known as the Carroll Service Council United Fund Campaign. The amount of the objective of the annual appeal shall be determined by the Board of Directors, and the proceeds of the appeals shall constitute the Carroll Service Council United Fund.

### Section 2 - Budget and Admission Committee

- a. The budget and admission committee shall consist of a chairman



and an additional number of members deemed advisable by the Board of Directors, but not less than six (6) and shall be appointed by the Board of Directors.

- b. The duties of the budget and admission committee shall be to consider and make recommendations in regard to all matters pertaining to special appropriations; the admission of organizations or agencies; the study of the budgets of all participating organizations, recommending allowances, increases or reductions of budgets, and payments to agencies in accordance with these budgets allowances and all other matters incident thereto. All acts of the Budget and Admission Committee shall be subject to the final approval of the Board of Directors.

### Section 3 - Nominating Committee

- a. There shall be a nominating committee appointed by the Chairman of the Board of Directors at least one month prior to the annual meeting of the membership. This nominating committee shall consist of a chairman and four (4) additional members.
- b. The nominating committee shall nominate three persons for election by the membership at the annual meeting to fill the regular vacancies which occur each year in the Board of Directors.
- c. In nominating persons for the Board of Directors, the committee shall make every effort to see that the Board is at all times representative of the principal civic, economic, geographic, cultural forces and has an appreciation of the general welfare needs and resources of the community.

## Article VII

### Agreement with Financially Participating Organization

#### Section 1

Any organization desiring to become an organizational member shall make application in writing to the Board of Directors and shall submit the following:

- a. A statement by the head of the agency that the governing board or other policy making body is familiar with the provisions of these By-Laws; has voted to apply for membership; and agrees to cooperate with other agencies in furthering the purposes of the organization.
- b. The names of two representatives to act as delegates if the application is accepted.



## Section 2

An organization which participates in the proceeds of the financial campaign shall be known as a "financially participating" organizational member and when applying for such membership shall submit, in addition to the items mentioned in Article VII, Section 1, a list of its officers and directors and detailed financial and service reports in such form as the Board of Directors of this organization may request.

## Section 3

Applications of organization for membership shall be referred to the budget and admission committee which shall, after proper investigation, report to the Board of Directors, when final action shall be taken. Application for financially participating organizational membership shall be filed three months prior to the opening date of the next financial campaign.

## Section 4

For the purpose of sharing the joint fund to be raised by the Carroll Service Council United Fund Campaign each member organization so sharing shall agree;

- a. To conduct no benefits, campaigns or solicitations for financial assistance for ordinary routine purposes, nor any similar campaigns for special financial purposes within the geographic area included in the campaign of this organization except with the consent first obtained of the Board of Directors of this organization.
- b. After being given full consideration and hearing, to accept the apportionment of funds made to it by the budget and admissions committee and approved by the Board of Directors.
- c. To maintain a responsible management, with a qualified board of unpaid directors or administration committee which shall meet at least four times a year.
- d. To cooperate with other social agencies in preventing duplication of effort, and in promoting effective service and efficiency and economy of administration.
- e. To undertake no new line of work or substantial expansion of service in the community except with consent first obtained from the Board of Directors.
- f. To keep complete and regular books of account open to inspection by a representative of the Board of Directors.
- g. To file with the Board of Directors, at the end of each fiscal year and otherwise upon request, a certified copy of a complete



and satisfactory audit of all accounts and holdings of this organization. To submit to this organization such other reasonable information concerning finances, programs, etc., and in such form as the Board of Directors or Budget and Admissions committee may require.

- h. To abide by the rules and regulations promulgated by the Board of Directors of this organization.

## Section 5

This agreement shall be binding from year to year unless the institutional member of the Carroll Service Council United Fund gives written notice to the contrary, to the other party, at least three months before the opening date of the current financial campaign.

## Article VIII - Meetings

### Section 1 - Members

There shall be an annual meeting of the membership at the office of the Carroll Service Council, Inc., or at such place designated by the Board of Directors, the third Friday in January of each year for the purpose of electing the Board of Directors and the transaction of such business as may then properly come before said meeting. Additional meetings of the members may be had on call of the Board of Directors and must be called upon petition in writing of fifteen (15) or more members. If for any reason the annual meeting shall not be held as herein provided it may be held on a subsequent date, to be determined by the Board of Directors.

### Section 2 - Board of Directors

- a. The organization meeting of the Board of Directors shall be held annually immediately following the annual membership meeting and before the date of the first regular meeting of the Board for the purpose of electing officers, appointing committees, members to the several panels and transacting such other business as may come before it.
- b. A regular meeting of the Board of Directors shall be held on the Second Friday of each month at a time and place to be designated by the Chairman.
- c. Special meetings of the Board of Directors may be called at any time by the chairman, and shall be called on written request of three members of the Board.

### Section 3 - Committees

The campaign committee, budget and admission committee, nominating committee, and such other committees as may be appointed by the Board of Directors shall meet upon call of their chairman.



#### Section 4 - Panels

The Panels shall hold monthly meetings at a time and place to be designated by the chairman of each of the five panels. These meetings should be held between the first of each month and before the monthly meeting of the Board of Directors.

#### Article IX - Quorum

##### Section 1

The act of the majority of those present at any duly assembled meeting of membership, Board of Directors, Committee or panel, shall be the act of the committee.

#### Article X - Fiscal Year

##### Section 1

The fiscal year of this organization shall correspond to the calendar year.

#### Article XI - Amendments

##### Section 1

These By-Laws may be altered or amended and additional By-Laws adopted by a majority vote of the Board of Directors in the notice of which meeting the proposed amendment or additional By-Laws shall be set forth.

# CARROLL SERVICE COUNCIL

Carrollton, Georgia

## Policy, Procedure and Scope of Program 1946

### Introduction

To further interpret, clarify and implement the charter of incorporation and By-Laws of the Carroll Service Council, Inc. and to provide officers, members, employed personnel and citizens of Carroll County with information concerning its function, the following statement of policy, procedure and scope of program has been prepared.

The Carroll Service Council, Inc. was organized as "A Representative, Non-Partisan Medium for Community Service in Carroll County on behalf of our common needs". The Carroll Service Council is a non-profit corporation, chartered by the Superior Court of Carroll County, Georgia, February, 1943 to promote Religion, Industry, Agriculture, Education and welfare.

### \*Organization

#### A. Board of Directors

The Board of Directors is responsible for the overall administration, policies, planning, fund raising and coordination of the Carroll Service Council's program and services. The Board of Directors is the policy making and legislative body of the Carroll Service Council, Inc.

##### 1. Carroll Service Council United Fund Campaign

The establishment of a County United Fund Campaign as an integral part of the Carroll Service Council's program to include all a genius now conducting separate appeals was approved by the Board of Directors Friday, October 18, 1946 and by representatives of agencies concerned and county civic leaders at a general meeting held Tuesday, October 22, 1946

This United Campaign will be held annually, preferably during the month of October and will be known as the Carroll Service Council's United Fund Campaign.

\* For more detailed information see By-Laws revised Oct. 26, 1946.



In accordance with the By-Laws the Board of Directors will each year appoint a campaign chairman and committee and a Budget and Admissions committee to conduct this United Fund Campaign.

B. \*\*Panels

1. Panel on Religion

The purpose of the Panel on Religion is the application of Christian ideals and principles to our daily living through the enrichment of the religious life of all the people by encouraging existing programs of the respective faiths as well as developing and providing help for needed programs and activities not now carried on by religious groups.

2. Panel on Industry

To provide a public service center and to assist individuals promote worthwhile industries.

3. Panel on Agriculture

To increase the farmers' income by enlarging the market for dairy products, poultry, and beef cattle; and to promote a diversified farm program which will provide a more stable year-around economy.

4. Panel on Education and Recreation

To enrich human living through nursery schools, youth and adult recreation programs and to assist with the development of library services.

5. Panel on Welfare

To promote a welfare center, to build better health for all and take care of emergency needs by direct relief.

C. County Community Committees

Established as an integral part of the organization of the Carroll Service Council to represent the citizens of the several county committees, and to assist the Council in the development of adequate programs and services for their people. Composed of a chairman and representatives for each of the Council's several panels selected by the citizens of that particular community.

\*\* Panels are composed of not less than five members selected by the officers of the Board of Directors.



## Aims and Objectives

The Carroll Service Council recognizes that many other agencies, \*groups and individuals are directly concerned and interested in special problems of the Council's broad five-fold program--Religion, Industry, Agriculture, Welfare, Education and Recreation. The Council recognizes and respects the authority, rights and privileges of these agencies, groups and individuals. The Council does, however, provide the machinery through which all needs and problems relating to the social and economic life of the county can be recognized, cleared and all available resources utilized without destroying or impairing self initiative and autonomy. The many tasks faced in improving the social and economic life of Carroll County requires the coordinating services of the Carroll Service Council for united and concerted action.

In carrying out this program the Council is constantly aware and dependent upon community agencies, groups and individuals. Furthermore, the Council recognizes that it is responsible for developing relationships between agencies, groups and individuals that will enable them to act together in creating and maintaining facilities, programs and services through which their maximum contribution can be made. In this manner and only in this role can the Council be an effective agent in planning the best means of achieving action, eliminating duplication, avoiding waste and bridging gaps.

Briefly stated the major aims and objectives of the Carroll Service Council are:

1. To plan community programs and coordinate existing services.
2. To bring about the establishment of operating units where needed to carry out such services and when feasible to initiate and operate programs that can be provided in no other way.
3. To provide support for community activities through promoting public understanding and interest, raising funds and recruiting workers.
4. To facilitate participation on the part of the general public in planning and using community services.
5. To provide an organization by which specific information and suggestions for action can be transmitted to the people of the county who are concerned in one way or another in a particular activity.
6. To conceive and carry out its aims in a cooperative and democratic manner, consistent with and inherent in our

\* The term "groups" used here and throughout this statement includes shurches, fraternal organizations, civic clubs, etc.



Country's tradition of religious freedom and its spiritual heritage, so that our work may stand as a witness to the Christian Way in all relationships of society.

Policies and Scope of Program  
Board of Directors, Panels and County Committees

Board of Directors

Members of the Board of Directors of the Carroll Service Council occupy positions of public trust offering unlimited opportunities for service to Carroll County. The successful operation of the Carroll Service Council's program and services demands the finest quality of leadership and the selection of its members is made from the ablest and most devoted men and women of the country. Upon the members of the Board of Directors and upon their vision and judgment depends the quality of service provided for the public.

The Board of Directors of the Carroll Service Council shall:

1. Determine and establish general policies to be followed in carrying out the purpose for which the Carroll Service Council was established.
2. Continuous study of the over-all social and economic needs of the county, by surveys, securing current information from agencies, organizations and individuals concerned with the problems as well as from business or industrial concerns, agricultural groups and other sources.
3. Consider, pass judgment and take action when feasible upon recommendation coming from any source outside the Carroll Service Council, especially if such suggestions involve matters of general policy and scope of program.
4. Serve as a planning group for social and economic problems.
5. Discuss and define gaps in existing services and avoid overlapping, duplication of effort and waste of funds.
6. Integrate the work of existing organizations and committees active in these and related fields.
7. Review the reports and recommendations of the five panels and community committees.
8. Secure the cooperation of agencies, groups and individuals in accepting and carrying out their particular roles in the approved overall plans.



9. Receive and transmit to panels and community committees information and suggestions in regard to their special interest, addressed to the Council by agencies of the State, Federal government and national organizations.
10. Select the Executive Director and define the scope of his or her powers and duties.
  - a. Appoint, upon recommendation of the Executive Director and the panel concerned, the panel director, and define the scope of his or her duties.
11. Maintain high standards of leadership and quality of program.
12. Interpret the Carroll Service Council program to the public in terms of adequate moral and financial support.
13. Approve all budgets submitted by the five panels for their particular program as well as the administration budget.
14. Give a strict accounting to the people of the county of the use of all funds.
15. Issue an annual report to the public of the Council's program and services.

### Panels

The Panels (Religion, Agriculture, Industry, Welfare, Education and Recreation) are departments of the Carroll Service Council and represent the policy making and legislative body for their particular fields of service. Panels have broad authority within the Board of Directors general policy and within the panel's budget, for the conduct and promotion of its particular program.

Specifically this authority includes:

1. Responsibility for the initiation, development and conduct of any and all programs and services deemed necessary for the realization of the purposes for which the panel was created.
2. Each panel will have full authority and responsibility for the employment of such subordinate personnel other than the panel director as is deemed necessary to carry out effectively its program. The selection of personnel will conform with the requirements set forth in the Board of Directors standards of training, experience and compensation.
3. Each panel will prepare an annual budget for the operation of their program during the forthcoming calendar year. Such a budget will be prepared in cooperation with the Executive Director, panel director and finance sub-committee of the



panel. The budget will be submitted by October 15th of each year to the Board of Directors for approval. Funds in the amount of the approved budget will be set aside by the Board of Directors for the sole use of that panel.

4. In order that the above mentioned referenced responsibilities may be carried out efficiently and effectively it is recommended by the Board of Directors that each panel chairman appoint committees on finance, program and personnel, with appropriate chairman and such other committees as is deemed necessary.
5. Monthly reports on program and finance will be submitted to the Board of Directors through the Executive Director.
6. All responsibilities as set forth on pages 4 and 5 (Board of Directors) will apply to the membership of each panel as these responsibilities relate to the conduct of their special fields of service.

#### Community Committees

The Carroll Service Council desires to encourage the organization of community committees where a need exists and where such provision is practicable. This does not mean that every community in Carroll County must or should have a Community Committee. The Council, however, does recognize their importance and place in the Carroll Service Council's program.

Professional staff members of the Carroll Service Council will work through the chairman and/or his designated panel chairman.

All requests for aid from the Carroll Service Council must be made or approved by the chairman and/or his designated panel representative. This will provide a clearing house of requests made by agencies, groups and individuals and avoid confusion and misunderstandings.

#### Employed Personnel

##### Executive Director

The Executive Director works in cooperation with and under the general direction of the Board of Directors. The Board of Directors delegates authority to the Executive Director in all matters pertaining to the proper and efficient administration of approved programs and services of the Carroll Service Council.

The Board of Directors and the Executive Director are charged with the responsibility of working harmoniously together in order that the highest degree of efficiency may be obtained. This allows for and involves a constant interchange between governing authority and executive functions.



## Executive Director - Relationship to Employed Personnel

The Executive Director will be charged with overall supervision of the Council's employed staff. In the interest, however, of efficient and effective working relationship the Executive Director will confine his or her supervisory responsibilities to matters pertaining to administration except where the panel director is in need of more direct technical assistance. Panel Directors will be charged with administrative responsibilities of carrying out the programs and services approved and authorized by his or her particular panel. When no panel director has been appointed or in the temporary absence of said panel director the Executive Director will assume all responsibilities normally assigned that panel director.

It is not anticipated that any misunderstandings resulting in a personality problem of employed personnel will occur, but in the advent that such an occasion arise the Executive Director will immediately bring the case to the attention of the panel involved. If the case involves the effective operation of the Council's program or a satisfactory solution cannot be arrived at by the panel directly concerned an appeal should be made by the panel chairman and Executive Director to the Board of Directors. The decision of the Board of Directors shall be final.

## Panel Directors

The panel director will be expected to work in cooperation with and under the general direction of his panel. Each panel delegates authority to its director in all matters pertaining to the proper and efficient administration of approved programs and services.

The panel director is responsible to his panel for proper and efficient conduct of the approved program and services within the panel's approved budget.

The panel director will be held responsible for the proper supervision of all full and part-time subordinate employees of the panel's program. Such responsibilities will include planning work schedules, approval of annual and sick leave, and approval of purchases against the panel budget.

## Panel Director's Relation to Council-aided Programs

In programs where the Council participates with other agencies in payment of employed personnel or makes grants of money, the panel director under whose program the position or grant applies, will be responsible for keeping informed of all activities in such jointly-financed programs. The Panel Director will work closely



with employees of Council-aided programs to insure that adequate attention is given to activities of primary concern to the Carroll Service Council-aided activity with the Panel's County-wide program. Council-aided employees will not be under administrative control of the Panel Director or of the Executive Director.

### Personnel Administration

#### Official Titles - Employed Personnel

The titles designated below are officially recognized by the Carroll Service Council for the various professional positions authorized.

Executive Director, Carroll Service Council  
Director, Panel on Religion  
Director, Panel on Agriculture and Industry  
Director, Panel on Welfare  
Director, Panel on Education and Recreation  
Superintendent of Recreation  
Supervisor of Athletics  
Manager of Swimming Pool  
Community Center Director  
Playground Director  
Play Leaders  
Supervisor of Nursery School  
a. Teachers

### Qualifications and Standards of Employed Personnel

(To be prepared and included later as a supplement)

### Job Description

(To be prepared and included later as a supplement)

### Annual and Sick Leave of Employees

#### Part I

#### Definitions

- a. "Permanent Employees" are those appointed without limitation as to length of service, or for definite periods in excess of one year.
- b. "Temporary Employees" are those appointed for definite periods of time not exceeding one year.
- c. "Part-time Employees" are those employed for special activities usually at an hourly rate.

- d. "Accumulated Leave" means the unused leave remaining to the credit of the employee at the close of any month within the calendar year.
- e. "Month of Service" means a period in a pay status covering a full calendar month.

## Part II

### Annual Leave

- a. Permanent employees shall be credited with leave at the rate of one (1) day per month.
- b. Temporary employees shall receive no leave credits unless otherwise authorized by the Board of Directors.
- c. Part-time employees shall receive no leave credits unless otherwise authorized by the Board of Directors.

Accumulated annual leave (maximum of 12 working days) may not be carried forward for use in succeeding years unless otherwise authorized by the Board of Directors.

### Grant of Annual Leave

Annual leave shall be granted to an employee at such times as the Executive Director may prescribe. In the event that an employee resigns or is dismissed, payment will be made for the amount necessary to cover said employee's accrued leave not to exceed 12 working days a year. In the event that an employee resigns or is dismissed and annual leave in excess of his accrued leave credits, said employee will be expected to refund to the Council the amount of his unearned credit, unless otherwise authorized by the Board of Directors.

## Part III

### Sick Leave - Accrual

- a. Permanent employees shall be credited with sick leave at the rate of two days a month.
- b. Temporary employees shall receive no sick leave unless otherwise approved by the Board of Directors.
- c. Part-time employees shall receive no sick leave unless otherwise approved by the Board of Directors.

Accumulated sick leave (maximum of 24 working days a year) may not be carried forward for use in succeeding years unless otherwise authorized by the Board of Directors.



### Grant of Sick Leave

Sick Leave shall be granted to employees when they are incapacitated for the performance of their duties by sickness, injury or pregnancy and confinement, or for medical, dental, or optical examination or treatment. The minimum charge for sick leave shall be one-half ( $\frac{1}{2}$ ) working day, and additional leave shall be charged in multiples of one-half ( $\frac{1}{2}$ ) day.

An employee who is absent on account of sickness shall notify the office as early as practicable on the first day of such absence, or as soon thereafter as is possible. Forms for reporting sick leave will be available in the Council's office.

The Council's policy with respect to resignation or dismissal of employees as set forth in "Grant of Annual Leave" will apply to all sick leave with the exception that no payment will be made for the employees accrued sick leave.

### Work Day

The office of the Carroll Service Council will open at 8:30 A.M. and close at 5 P.M. daily Sunday excepted. The Executive Director and panel directors will be expected to put in a minimum of 8 hours a day Sunday excepted. Their schedules, however, may vary due to the nature of their work.

Subordinate employees' schedules, particularly those assigned to Nursery and Recreation projects, will be approved by the Panel involved upon the recommendations of the panel director.

A central file of all employees' time and leave records will be kept by the Executive Director.

### Travel Expenses

Employees traveling on official business will provide themselves with sufficient funds for all current expenses, and are expected to exercise the same care in incurring expenses that a prudent person exercises if traveling on personal business.

Traveling expenses which will be reimbursed are confined to those expenses essential to the transacting of official business.

Six cents a mile will be allowed for employees using their personally owned automobile or the actual cost of transportation by common carrier on matters of official business.

Where extended trips are required outside of Carroll County involving over-night stops such as conferences, promotional activities, etc., a complete statement of expenses incurred including receipts must be submitted. Authority for such trips must be

obtained from the Executive Director. Forms for submitting automobile mileage and/or expenses incurred are available in the Council's office.

### Finance

The Chairman of Finance authorizes the Executive Director to set up and maintain financial books and accounts showing all the Council's receipts and disbursements. The Executive Director will be responsible for the preparation of all financial reports and for statements set in the Carroll Service Council By-Laws (Article III-Section 6) and such other financial reports and for statements requested by the Finance Chairman for use by the Board of Directors, Panels or Community Committees.

All checks issued by the Service Council shall be approved and signed by the Chairman of Finance.

The Executive Director with the approval of the Finance Chairman of the Board of Directors may transfer surplus funds from one budget category to another with the consent of the panels concerned and the approval of the Board of Directors.

### News and Informative Releases

All news releases to county newspapers and other publications shall be typed and released simultaneous by the Executive Director to all papers and county publications. No other source of information will be considered official.

The Council will also send to all members and persons interested in the Council's program a news letter containing information relative to the work of the Council.

Proposed radio broadcasts and articles for State and National Publications should obtain prior approval from the Board of Directors before submission to the Broadcasting office and/or State and National Publications.



260  
November 11, 1946

Dear Doctor Brock:      Thank you for your letter of  
November 8 and for the copy of  
the By-Laws and Statement of Policy of the Carroll  
Service Council. We are glad to have this additional  
information on the organization of the Council for our  
records.

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM

Dr. L. J. Brock, Chairman  
Board of Directors  
The Carroll Service Council  
Carrollton, Georgia

FISK  
UNIVERSITY

## THREE COUNTIES SERVED

# Regional Library Now Has 10,000 Volumes

By HAL DAVID

CARROLLTON, Ga., Nov. 28.—One of the most successful projects instituted in this section in many years has been the West Georgia regional library. After getting a start in the fall of 1944 through co-operative planning of the Carroll county board of education, West Georgia college, the Carroll service council and the City of Carrollton, the library service has been rapidly extended until now it adequately serves three counties—Carroll, Heard and Haralson—with a possibility of even further expansion in the future.

In 1944 the then-called Carroll-Heard regional library began its over-all program of service in Carroll and Heard counties with the Carrollton public library as its major branch. By agreement with the State Department of Education, the Carroll county board of education became the legal board of trustees of the library service. An executive board composed of representatives from all interested educational agencies in the two counties was set up and J. H. McGiboney, superintendent of Carroll county schools, was named as chairman and treasurer.

West Georgia college offered to the board a portion of the Sanford Library on the college campus; together with transportation for the books for the first year from the library to all points of service. The facilities of the college reference collection were offered for the benefit of the counties participating in the library program.

Forty places were designated where collections of books could

be left and exchanged. In most cases the schools became the central point of service via car. In other cases stores, churches, filling stations and private homes have served as deposit centers. The service has been carried out by bookmobile, by mail and by telephone. From a small group of 775 books borrowed from the State Department of Education, the collection has grown in two years to 10,000 books. The regional library now has a record player with built-in amplifier and \$150 worth of new recordings to be used for educational and recreational purposes; various types of maps and many other types of library service materials.

The library service has been expanded to take in Haralson county. There are now 65 different locales being served and there are three major branches instead of one as before.

The Carrollton public library has been completely renovated, a children's reading room has been added and the library has been opened to the region. Realizing the need of a library on wheels, interested citizens donated \$1,200 to aid in the purchase of a vehicle to be converted into a regular bookmobile. This library on wheels is now on the road daily. Book mending schools have been opened with five crews of student menders already trained and at work.

Plans are now under consideration to begin use of audio-visual aids, to start a collection of famous music recordings; to organize adult study groups and to broaden each phase of the library service.



# Julius Rosenwald Fund

4901 Ellis Avenue  
CHICAGO 15

To

Carroll Service Council  
c/o Dr. L. J. Brock, Chairman  
Carrollton, Georgia


Payment Voucher No. 3151

Date December 2, 1946

Second quarterly payment on allocation of \$5,500 toward  
expenses of Religious Panel for year ending

August 31, 1947 ----- \$1,375.00

Ck. #36114

Accounts		Appropriation No.	Debit	Credit
Special Projects in Rural Education		46-38	\$1,375.00	
Prepared by	Checked by	Posted by	 Comptroller	
lcm				

December 2, 1946

Dear Doctor Brock:      Enclosed you will find our check  
for \$1,375, representing the second  
quarterly payment on an allocation of \$5,500 toward the  
expenses of the Religious Panel of the Carroll Service  
Council for the year ending August 31, 1947.

If it is customary for you to have  
audit reports made at the end of the year, I should appre-  
ciate receiving a copy of that report for the calendar  
year 1946. I assume that the report would have a schedule  
showing separately the receipts and expenditures of the  
Religious Panel for the period from September 1 to December  
31, 1946. If you do not have an audit made, then a state-  
ment of receipts and expenditures for the Council for the  
period from August 1, 1946 to December 31, 1946 will serve  
our purpose. (You sent me, attached to your letter of  
August 27, receipts and disbursements for the period to  
August 1.)

If you have any questions in connec-  
tion with the above requests, please feel quite free to  
write me.

Very truly yours,

DOROTHY A. ELVIDGE

DAE:LCM  
Enc.

Dr. L. J. Brock, Chairman  
Carroll Service Council  
Carrollton, Georgia





December 4, 1946

Dear Dick:      The Atlanta Journal carried an article by Hal David under dateline November 15 stating that the Scripto Manufacturing Company was planning to open a fountain pen factory in Carrollton, that would probably employ 200 people eventually. I am writing to you because the article stated that Jimmy Carmichael had been conferring with members of the industrial panel of the Carroll County Service Council, which was active in negotiating a deal.

You must know something of the trouble that is current in the Scripto plant in Atlanta. If you are not completely informed on it, I think you ought to give Bill Crawford, regional director of the Steelworkers Union, a chance to tell you his side of the story. Bill Crawford is at the C.I.O. headquarters, 75 Ivy Street, in Atlanta. You must also know that Jimmy Carmichael doesn't have a completely 100 per cent labor record. Perhaps when I am down, we can have a chance to visit a little bit on the subject.

Hope everything is going well with the program. My best to you.

Sincerely,

FGW:en

cc: Mr. I. S. Ingram

FRED G. WALE

Rev. Richard O. Flinn, Jr.  
Carroll Service Council  
Carrollton, Georgia

FISK  
UNIVERSITY



## THE CARROLL SERVICE COUNCIL

Incorporated

EXECUTIVE DIRECTOR  
GEORGE SYME, JR.

CARROLLTON, GEORGIA

December 9, 1946

Religious Director  
J. Carson Pritchard  
Agricultural And  
Industrial Director  
Glenn M. Hogan, Jr.  
Welfare Director  
Mrs. P. S. Griffin  
Superintendent of  
Recreation  
Tom A. Herndon, Jr.

Mrs. Dorothy A. Elvidge  
Julius Rosenwald Fund  
4901 Ellis Ave.  
Chicago 15, Illinois

Dear Mrs. Elvidge:

Thank you for the check in the amount of \$1,375.00 representing the second quarterly payment on the allocation of \$5,500 toward the expenses of the Religious Panel of the Carroll Service Council for the year ending August 31, 1947.

It has not been customary for the Carroll Service Council to have an audit prepared of their financial books. Starting with the new fiscal year 1947 our Executive Director plans to install a new set of financial records and will have regular audits made. We will, however, send you a financial report, which will be prepared in connection with our annual report.

We had also planned to send you our proposed budget for the fiscal year 1947. This budget, however, has not been finally approved by the Board of Directors and therefore will be delayed for a few weeks.

I wish to point out that we have set up a County United Fund Campaign this year to include all agencies formerly conducting separate appeals. This was a new undertaking which was started rather late in the year and we now realize that more time should have been given to the organization and preparation of this Campaign. This, however, was not possible. It has, however, upset our entire schedule and is the major reason for our delay in submitting our budget to you. As soon as we have it in final form a copy will be sent to you.

Sincerely yours,

*Dr. L. J. Brock*  
Dr. L. J. Brock  
Chairman





**THE CARROLL SERVICE COUNCIL**

Incorporated

EXECUTIVE DIRECTOR  
GEORGE SYME, JR.

CARROLLTON, GEORGIA

Religious Director  
J. Carson Pritchard

Agricultural And  
Industrial Director  
Glenn M. Hogan, Jr.

Welfare Director  
Mrs. P. S. Griffin

Superintendent of  
Recreation  
Tom A. Herndon, Jr.

December 16, 1946

Miss Dorothy Elvidge  
Julius Rosenwald Fund  
4901 Ellis Ave.,  
Chicago 15, Ill.

DE	12/23	DE	1/3
7/24		7/24	

Dear Miss Elvidge:

I am enclosing a copy of our promised but long delayed proposed budget for 1947 which you requested in your letter of August 22, 1946.

The Board of Directors, at their monthly meeting held Friday, December 13, approved this proposed budget, with the provision that any minor adjustments be made in line with the availability of funds now in the process of being raised through the United Fund Campaign. As we have previously mentioned, this is the first year we have attempted to conduct a United Fund Campaign. We now realize that this is an undertaking that should have been embarked upon many months ago in order that a proper organizational and educational job could have been done. While we are hoping for success, we may fall short of our actual goal. This, therefore, would require some adjustment in our budget and the budgets of all other agencies participating.

If there are any further questions about this proposed budget please feel free to call on us.

Most sincerely,

*L. J. Brock*  
Dr. L. J. Brock, Chairman  
Board of Directors,  
Carroll Service Council

1947 Budget  
Carroll Service Council, Inc.

Section I - Summary

<u>DISBURSEMENTS</u>		\$47,874.00
Panel on Administration	10,925.00	
Panel on Industry & Agriculture	7,200.00	
Panel on Religion	5,650.00	
Panel on Welfare	5,955.00	
Panel on Education	18,144.00	
Recreation	13,234.00	
Nursery	4,910.00	
 INCOME (ANTICIPATED)		15,062.00
Religious	5,650.00	
Welfare	1,952.00	
Education	7,460.00	
Recreation	4,600.00	
Nursery	2,660.00	
 Budget Request for 1947		32,812.00