

DWIGHT D. EISENHOWER LIBRARY
ABILENE, KANSAS

HOWARD, KATHERINE G.: Papers 1917-1974

Processed by: DS
Completed: May 1987

Linear feet of shelf space occupied: 12.4
Approximate number of pages: 24,800

Copyright

Copyrights in Mrs. Howard's writings have been assigned to the United States of America.

Restrictions

Under the instrument of gift signed by Mrs. Howard in September 1979 the following classes of documents have been withheld from research use:

1. Papers and other historical materials that are specifically authorized under criteria established by statute or executive order to be kept secret in the interest of national defense or foreign policy, and are in fact properly classified pursuant to such statute or executive order.
2. Papers and other historical materials the disclosure of which would constitute a clearly unwarranted invasion of personal privacy or a libel of a living person.

The passage of time and other circumstances may warrant the opening of material that was restricted when the collection was initially reviewed. Upon request, the Library will provide information on policies and procedures for submitting requests for review of restricted documents. Policies and procedures regarding the researcher's right to appeal review decisions are also available upon request.

PREFACE

A register physically describes a collection and provides information about its intellectual content, history and use restrictions. The register also provides processing notes and incidental information to guide the researcher in using the collection. The register, however, is not an index and usually does not permit the identification of specific documents without reference to the collection itself. The register is an aid to research, not a substitute for it.

As the register provides only general information about a collection, researchers may have specific questions which are not addressed. Additional information can be obtained about a collection by contacting the Library's staff.

BIOGRAPHICAL NOTES

1898	Born Guyton, Georgia
1920	A.B. from Smith College
1921	Married Charles P. Howard
1938-1945	Director and then President of the Women's Republican Club of Massachusetts
1944	Alternate Delegate-at-large to the Republican National Convention
1945-1953	Massachusetts Republican National Committeewoman
1948	Massachusetts Delegate-at-Large to the Republican National Convention
1948-1953	Secretary of the Republican National Committee
1952	Secretary of the Republican National Convention
1952	Member of Eisenhower's Campaign and Strategy Staff
March-June 1953	Assistant Administrator of the Federal Civil Defense Administration
June 1953- August. 1954	Deputy Administrator of the Federal Civil Defense Administration
1954-1957	Special Advisor to the Federal Civil Defense Administrator and Permanent United States Delegate to the NATO Civil Defense Committee
July 1957- January. 1959	U.S. Deputy Commissioner General for the Brussels Universal and International Exhibition, 1958 ¹
1959-1962	Member of the National Civil Defense Advisory Council

¹The official title is the Brussels Universal and International Exhibition of 1958 but the office as well as the event are referred to by a number of other titles throughout the documentation. Hereafter, Brussels World's Fair is used in the finding aid except where folder titles were previously designated otherwise.

SCOPE AND CONTENT NOTE

Synopsis

This collection is comprised of the personal files of Katherine Graham Howard and contains considerable documentation regarding personal and family matters, Massachusetts and national politics (particularly the 1952 presidential campaign), civil defense, and the Brussels World's Fair. There is a moderate quantity of documentation on the role of women in politics and government and a small amount on the Cold War.

Documentation

This collection contains correspondence, articles and speeches by Howard, memoirs, photographs, clippings, reports, civil defense newsletters, civil defense printed material, Brussels World's Fair administrative memos and reading file, and engagement schedules.

Katherine G. Howard grew up in Georgia and North Carolina, the daughter of Joseph L. Graham who joined the R.J. Reynolds Tobacco Co. in the early 1900s. Howard attended two private girl's schools in North Carolina, Salem Academy and Salem College, majoring in fine arts at the latter, and then completed her bachelor's degree at Smith College in Massachusetts, majoring in politics and government. In 1921 she married Charles P. Howard, but without the approval of her father, who for a short period of time disinherited her.

Charles Howard, an attorney, maintained a Boston Law practice and served periodically in a variety of public service posts. In World War II he served overseas in the Army. During his absence, Mrs. Howard's interest in politics grew and resulted in a series of key positions in the Massachusetts Republican Party. After the war she became a member of the Republican National Committee and ultimately participated in Eisenhower's 1952 election campaign. During this period of increasing political involvement, Howard developed lasting relationships with many leading Republicans, most notably those from Massachusetts such as Everett Saltonstal and Sinclair Weeks. Although documentation on these relationships is quite thin, the collection contains a moderate amount of documentation on Howard's political activities throughout this period.

Beginning with Howard's early involvement in politics and continuing throughout her service in the Eisenhower Administration she advocated a larger role for women in politics and government. But first and foremost Howard was involved in the process of enlarging that role. With a commitment to a career in public service, she sought realistic opportunities for service in what was almost exclusively a man's world.

In 1953, Howard, a dedicated Republican, began her public service career in the Eisenhower administration, which included positions with the Federal Civil Defense Administration and the Brussels World's Fair Commission. Approximately one-third of the collection documents Howard's work in civil defense. The documentation contains copies of a small number of official agency documents reflecting policy and operational matters. Most of the documentation pertains to Howard's public relations role, such as speaking engagements and contacts with civil defense groups in the United States and Europe. The documentation on the Brussels World's

Fair contains a substantial amount on official and quasi-official matters relating to policy and operations, including the guides program, fund solicitation, the woman's program, and the controversial unfinished business exhibit.

This collection contains only a small quantity of material pertaining to the post-Eisenhower administration period, but especially well-documented are two Eisenhower administration reunions and the 1969 inauguration.

ARRANGEMENT AND PROCESSING NOTES

1. Series and Subseries arrangement:

	<u>Boxes</u>
Civil Defense Series, 1953-1961	1-13
Subject Subseries	1-13
Articles Subseries	13
Personal Series, 1917-1974	14-17
Political Series, 1940-1974	18-24
Brussels World's Fair Series, 1957-1959	25-28
Autobiography: <u>With My Shoes Off</u>	29-31

2. A small quantity of the collection did not lend itself readily to classification into the subject series organization. This problem was handled by arranging the material on the basis of its main content. As a consequence, all material having some relationship to any one of the series should not be assumed to be in that series. This is especially true in the case of the documentation on civil defense where the circumstances of Howard's work with civil defense overlapped her other activities.
3. Artifacts, audio-visuals, and printed materials originally scattered throughout the collection have been transferred to appropriate divisions of the Library. Withdrawal sheets have been inserted to indicate the original location of all transferred items.
4. The collection contains numerous speeches given by Howard. Where possible, speeches have been arranged under the organization to whom or the event at which the speech was given. The two exceptions to this arrangement are found in the Political Series and the Brussels World's Fair Series where a miscellaneous folder title has been used for those speeches for which insufficient information was available. Organization and event folders are annotated to indicate the existence of speeches. Speech titles are given when known. All references to speeches in folder annotations refer to speeches by Howard, unless otherwise indicated.
5. Prior to turning her papers over to the Library, Howard wrote short explanatory notes and comments about many documents. Some notes were made directly on the documents and others on small pieces of note paper. In most cases these retrospective notes and comments can be easily identified.
6. Use of brackets in the Container List. This collection was significantly reorganized by the assigned archivist and included creating composite files, interfiling loose material, and modifying folder titles. Ordinarily, alterations done during processing, especially folder title modifications, are indicated by the use of brackets. Since following that practice with this collection would have significantly impaired the readability of the finding aid, brackets have

been used only where major alterations have been made. Brackets are also used to enclose folder title annotations prepared by the processing archivist. These annotations highlight only significant documents or subjects covered and do not provide comprehensive descriptions.

7. Materials closed to research in accordance with the donor's deed of gift are identified on pink withdrawal sheets placed in front of each folder from which material has been withdrawn. White withdrawal sheets have been inserted in the collection in place of the withdrawn documents.

CONTAINER LIST

Box No. Contents

CIVIL DEFENSE SERIES, 1953-61 (Boxes 1-13)

The bulk of this series documents Howard's public relations activities which included appearing on radio and television, publishing articles, and last, but by far the most important, making speeches. Howard's contact with international civil defense groups, including her travels abroad, is moderately documented. Thinly documented are the areas of internal Federal Civil Defense Administration matters, including policy-making; Howard's role as a member of the U. S. delegation to the NATO Civil Defense Committee; and her service as a member of the National Civil Defense Advisory Council. Howard may have performed in other roles, capacities, and functions, while with the FCDA, but they are not documented by this collection. Arrangement within the subseries in this series is alphabetical.

Subject Subseries

1 Activities and Engagements, 1953-54

 Activities and Engagements, 1955-56

 American Association of University Women (1)(2) [Speech: "The Third Circle."]

 American Farm Bureau Federation [Speech: "The Farm Family and Civil Defense."]

 American Gold Star Mothers [Speech: "United We Stand."]

 American Legion (1)(2) [Speech: "The Sound of the Trumpet."]

 American Legion Auxiliary [Speech: "The Home of the Brave."]

 American National Red Cross (1)(2)

 American Women in Radio and TV [Speech: "A Great Light."]

Annual Report for 1953 (FCDA)

Annual Report for 1954 (FCDA)

Annual Report for 1955 (FCDA)

<u>Box No.</u>	<u>Contents</u>
2	<p><u>Annual Report for 1956</u> (FCDA)</p> <p><u>Annual Report for 1958</u> (FCDA)</p> <p><u>Annual Report for 1959</u> (OCDM)</p> <p>Annual Summary Reports 1955-57 (1)(2)</p> <p>Archival Vault Papers (FCDA) [Howard's paper regarding a draft paper, "Restatement of policy for the Civil Defense of the Nation."]</p> <p>Arlington Republican Women's Council [Speech: "No Hiding Place."]</p> <p>Army and Navy Service Committee</p> <p>Assembly of Women's Organizations for National Security [Speech: "Security at Home."]</p> <p>Boston Lying-In Service League (1)-(3) [Speech: "Meeting the Challenge of a Dangerous Age."]</p> <p>Catholic Federation of Women's Clubs of Cleveland [Speech: "Think on These Things."]</p> <p>Chestertown, Maryland [Fireworks factory disaster.]</p> <p>Civil Defense Council October 29, 1954 [Speech: "Whereabouts Unknown."]</p> <p>Clippings, Miscellaneous</p> <p>Colorado Conference of Social Welfare, November 20, 1953 [Speech: "Welfare Planning for Civil Defense."]</p> <p>Conference of Regional Directors Women's Activities (March 9-11, 1959)</p> <p>Correspondence--FCDA Appointment (1953) (1)-(4)</p>
3	<p>Correspondence--FCDA Appointment (1953) (5)(6)</p> <p>Correspondence--FCDA Resignation (1954) (1)-(3)</p> <p>Correspondence--FCDA Resignation 1957</p> <p>Correspondence--Miscellaneous (1953)</p>

<u>Box No.</u>	<u>Contents</u>
3 (cont.)	<p>Correspondence--Miscellaneous (1954-55)</p> <p>Correspondence--Miscellaneous (1956)</p> <p>Correspondence--Miscellaneous (1957-58)</p> <p>Correspondence--Miscellaneous (1959)</p> <p>Daughters of the American Revolution [Speech: "The Ramparts We Watch."] [Droughts, 1954]</p> <p>English-Speaking Union [Speech: "Peace Through Strength."]</p> <p>European Trip, 1956--Denmark (1)(2)</p> <p>European Trip, 1956--General (1)-(3)</p>
4	<p>European Trip, 1956--NATO Meeting</p> <p>European Trip, 1956--Norway</p> <p>European Trip, 1956--Portugal</p> <p>European Trip, 1956--Sweden (1)(2) [Article: " Don't Touch Your Glass."] [Fallout Shelters] (1)(2) [Printed material.]</p> <p>Federal Civil Defense Act of 1950</p> <p>Federated Women's Clubs [Speech: "The Responsibility of Women in Civil Defense."]</p> <p>Federation of Republican Women's Organizations (Ohio) [Speech: "We Will Survive."]</p> <p>Federation of Women's Republican Clubs of New York State [Speech: "Progress in Civil Defense."]</p> <p>Florida Civil Defense Week, April 1954 [Speech: "The New Look in Civil Defense."]</p> <p>Fragment Society [Untitled speech.]</p> <p>General Federation of Women's Clubs [Speech: "The Distaff Side of Civil Defense."]</p>

Box No. Contents

- 4
(cont.) Germany and the NATO Meeting, October 1954 (1)-(4) [Memoranda, correspondence, reports, photos, clippings, and memorabilia. Includes material pertaining to the proposed NATO meeting in Paris and Howard's visit to the French Staff College, Nainville-les-Rouches.]
- Hospital Speech Material
- Indiana University [Speech: "The Changing Civil Responsibilities of Women."]
[International Affairs Office]
- In-Town Club, Cleveland, Ohio [Untitled speech.]
- Itineraries, 1953
- Itineraries, 1954
- Itineraries, 1955
- 5 Itineraries, 1956-57
- Joint U.S.-Canada Civil Defense Committee (October 19, 1956)
- Junior League of Boston (October 3, 1955) [Untitled speech.]
- Kappa Kappa Gamma Fraternity Alumnae Group, [Speech: "The First Steps."]
- Kingswood School Cranbrook, Bloomfield Hills, Michigan [Speech: "To Thine Own Self."]
- Ladies Auxiliary of the Veterans of Foreign Wars (1)-(3)[Speech: "The Land of the Free" material pertaining to Howard's role as judge for an essay contest.]
- Ladies Visiting Committee of the Massachusetts General Hospital [Untitled speech.]
- League of Republican Women [Speech: "The Changing Civil Responsibilities of Women."]
- Mary Ally Hospital Group
- Massachusetts Civil Defense Meeting, April 22, 1953 [Speech: "Women and Welfare in Civil Defense."]
- Massachusetts General Hospital (1)(2) [Untitled speech.]

<u>Box No.</u>	<u>Contents</u>
5 (cont.)	<p>Massachusetts Society of Colonial Dames of America [Speech: "Civil Defense at Home and Abroad."]</p> <p>Massachusetts State Federation of Women's Clubs [Speech: "Civil Defense in an Age of Peril."]</p> <p>Mediterranean Trip, January-March 1955 (1)-(5) [Reports and correspondence pertaining to civil defense in Egypt, Lebanon, Turkey, Greece, and Italy; articles: "The Queen Regrets" and "An Early Evening."]</p>
6	<p>Meeting on Civil Defense for Kentucky Women, November 15, 1955 [Speech: "National and International Civil Defense."]</p> <p>[Memorabilia]</p> <p>[Miscellany]</p> <p>National Citizen's Committee for Civil Defense</p> <p>National Civil Defense Advisory Council (1)(2)</p> <p>National Civil Defense Advisory Council Handbook (November 1955) (1)-(3)</p> <p>National Civil Defense Advisory Council Meeting, June 7, 1956</p> <p>National Civil Defense Advisory Council Meeting, May 28-29, 1957 (1)(2) [Adenauer and Peterson on Civil Defense.]</p> <p>National Civil Defense Advisory Council Meeting, October 3-4, 1960</p> <p>National Council of Catholic Women</p> <p>National Federation of Business and Professional Women</p> <p>National Home Demonstration Council, September 1, 1953 [Speech: "Something Attempted, Something Done."]</p> <p>National Women's Advisory Committee Conference, October 26-27, 1954</p> <p>National Women's Advisory Committee Conference, November 3-4, 1955</p>
7	<p>NATO--Background and Speech Material (1)-(10) [Speeches by Lord Ismay, General Montgomery, Robert McNamara, Dean Rusk, Robert Schoetzel, and General Gruenther; clippings; printed matter; notes; memoranda.]</p>

Box No. Contents

- 7
(cont.) NATO--Drawings by K.G. Howard
- NATO Civil Defense Committee Leadership Week, Brigham Young University,
 June 9, 1956 [Speech: "Where There is no Mission the People Perish."]
- NATO Meeting, November 1955
- NATO Meeting, October 1956
- NATO Meeting, March 1957
- 8 Needlework Guild of America, Inc. (1)(2) [Speech: "The Needlework Guild and Civil
 Defense."]
- Netherlands (October 1953)
- New Hampshire Federation of Women's Clubs (1)-(3) [Speech: "The Place of Women
 in Civil Defense" and "Peace Through Youth."]
- New York State Civil Defense Conference, May 12, 1954 [Speech: "Beyond the
 Bullseye."]
- Newsletter: "By, For, and About Women in Civil Defense"
- Newsletter: "Daily News Digest"
- Newsletter: "For Your Information"
- Newsletter: "Information Bulletin"
- Ohio Civil Defense Corps Spring Meeting, May 22, 1955
- Olney Dinner for Representative Women (1)-(5)
- Operation Alert, 1954
- Operation Alert, 1955
- Operation Alert, 1956
- Operation Alert, 1960
- Operation Cue
- Organization Chart (FCDA)

<u>Box No.</u>	<u>Contents</u>
9	Payroll and Expenses, 1953-54 Payroll and Expenses, 1955 Payroll and Expenses, 1956 Payroll and Expenses, 1957 Personnel--Women Candidates [Photographs (Miscellaneous)] Press (Miscellaneous) (1)-(3) [Printed Matter (Miscellaneous)] (1)-(4) Project East River Radcliff Club of Boston [Speech: "Peace Through Strength."] Radio (1)-(3) [Includes scripts, transcripts, and proposed questions relating to radio appearances by Howard.]
10	Raleigh Women's Club [Speech: "Something Attempted, Something Done."] Reception in Honor of Lady Reading Region I Women's Advisory Committee Meeting, April 24, 1957 [Speech: "A New Stronghold of National Security--Civil Defense."] Region I Women's Civil Defense Council, 5th Annual Meeting, April 10-12, 1961 [Untitled speech.] Region II Conference, March 29, 1955 [Speech: "Civil Defense on Four Continents."] Region III Women's Civil Defense Council, 4th Annual Meeting, October 22-23, 1959 (1)(2) [Speech: "Home Preparedness--Cornerstone of National Defense."] Regional Conference on Civil Defense, September 28, 1954 [Speech: "The Power of Women in Civil Defense."] Regional Conference on Women's Activities, February 1, 1954 [Speech: "Civil Defense in an Age of Peril."]

<u>Box No.</u>	<u>Contents</u>
10 (cont.)	<p>Republican National Committee Woman Annual Luncheon, February 4, 1954 [Speech: "A Report on Civil Defense. "]</p> <p>Retirement Party, 1954 (FCDA)</p> <p>Salem College (1)(2) [Speech: "This Changing World."]</p> <p>Security Clearance</p> <p>South Shore Smith Club [Speech: "A New Look at the North Atlantic Treaty Organization."]</p> <p>Speech Correspondence (Miscellaneous)</p> <p>Speech Material (1)(2)</p> <p>Speech Request Sheets</p>
11	<p>Speeches Declined (1)-(3)</p> <p>Staff Meeting Notes</p> <p>Sulgrave Club [Speech: "Civil Defense in an Age of Peril."]</p> <p>Television (1)(2)</p> <p>Tennessee State Civil Defense Meeting, February 19-21, 1957 (1)(2) [Speech: "Preparedness Without Panic."]</p> <p>Times Herald Club Women's Forum [Speech: "Club Women in Civil Defense."]</p> <p>Travel Authorizations</p> <p>Travel Correspondence (1)(2) [Personal correspondence to staff; memoranda pertaining to travel claims; miscellaneous other documents.]</p> <p>Travel Vouchers (1)-(3)</p> <p>U.S. Civil Defense Council Conference, September 30, 1955 [Speech: "Evacuation Planning and the Home."]</p>

<u>Box No.</u>	<u>Contents</u>
12	U.S. Civil Defense Council Conference, October 11, 1956 (1)(2) [Untitled speech]
	U.S. Civil Defense Council Conference, September 19-23, 1960 (1)-(4) [Speech: "Are Women Necessary?"]
	Vicksburg
	Watertown Women's Republican Club [Speech: "Civil Defense at Home and Abroad."]
	The Wednesday Club [Speech: "Civil Defense."]
	"Women of the Year" Banquet, Monroe, Louisiana [Speech: "The Woman of This Era."]
	[Women in Civil Defense"]
	"Women in Civil Defense" (Danish Film)
	Women in Government
	Women in Government Luncheon, July 22, 1954
	Women's Auxiliary of the American Medical Association (1)(2) [Speech: "Who Will Answer the Call?"]
	Women's City Club, Berkeley, Calif. [Speech: "A Woman's View of Civil Defense."]
	Women's City Club of Boston [Speech: "Peace Through Strength."]
	Women's Civil Defense Conference, September 19, 1956 [Speech: "Awareness and Acceptance of Civil Defense."]
	Women's Civil Defense Conference, Region VII, March 21, 1960 [Untitled speech.]
	Women's Conference on Civil Defense, October 13, 1953 [Speech: "Someone Must Lead."]
	Women's Conference on Civil Defense, March 24, 1954 [Speech: "The New Look in Civil Defense."]
	Women's Forum on National Security, February 8, 1957 [Speech: "A New Stronghold of National Security--Civil Defense."]
	Women's Patriotic Conference on National Defense, February 16, 1956 [Speech: "Freedom's Holy Light."]

<u>Box No.</u>	<u>Contents</u>
12 (cont.)	Women's Regional Civil Defense Conference, November 29, 1956 [Speech: "Jet Age Living at Home and Abroad."]
13	Women's Republican Club of Boston [Speech: "Peace Through Strength."] Women's Volunteer Corps, 3rd Annual Meeting, January 29-30, 1957 [Speech: "So Build We the Wall."] Women's Volunteer Corps, 5th Annual Meeting, December 7, 1959 [Speech: "Preparedness--A Program for Peace."] YMCA Public Affairs Luncheon, January 18, 1956 [Speech: "Beyond the Shadow."]

Articles Subseries

- "The Better Half of Civil Defense" (National Business Women, February 1957)
- Cape Girardeau Newspaper Article
- "De Dyrkede Jorden Med Våben I Hånd" (Civil Defense in the United States) (Civil Forsvars Bladet, August 1954)
- "Civil Defense Overseas, Part I" (The Civil Defender, December 1956)
- "Civil Defense Overseas, Part II, Denmark" (The Civil Defender, January 1957)
- "Civil Defense Overseas, Part III, Sweden" (The Civil Defender)
- "Civil Defense Overseas, Part IV, Norway" (The Civil Defender, May 1957)
- "Civil Defense Progress" (Armed Forces Chemical Journal, May-June 1954)
- "Defense Training is Lesson Learned from Invaded Areas" (Civil Defense Reports in the Wyoming State Tribune, January 31, 1957)
- "Editorial"
- "Education of the Public" (The Fifteen Nations)
- "Chaliex In-Numa Mehtiega Fis-Civil Defence" (Argus: Organ of the Malta Civil Defense, October-December 1957)
- "Guest Editorial" (Civil Defender, August 1957)

<u>Box No.</u>	<u>Contents</u>
14 (cont.)	<p>Article: "Washington Diary: George Washington Made the Rules" (Boston Sunday Globe, November 27, 1955)</p> <p>Article: "Washington Journal--June"</p> <p>[Articles--Ideas, Drafts, and Background Material]</p> <p>[Articles About K. G. Howard]</p> <p>[Biographical Sketches of K. G. Howard]</p> <p>[Boston State Hospital]</p> <p>Christ Church Cathedral [Speech: "On Being a Woman."]</p> <p>Church of the Advent Parish Dinner [Untitled speech.]</p> <p>[Clippings] (1)(2)</p> <p>Correspondence, Pre-1953</p> <p>Correspondence, 1953 (1)-(5) [Letter from E. Frederic Morrow re position in Eisenhower Administration.]</p>
15	<p>Correspondence, 1953 (6)-(8)</p> <p>Correspondence, 1954 (1)-(10) [Civil Defense management and administrative matters.]</p> <p>Correspondence, 1955</p>
16	<p>Correspondence, 1956 (1)(2)</p> <p>Correspondence, 1957-1970</p> <p>Correspondence, Undated [Letter from Anne Wheaton re Watergate.]</p> <p>Dinner Party, June 29, 1954</p> <p>Eisenhower Funeral, 1969</p> <p>[Iroquois Steeplechase, 1959]</p> <p><u>Ladies Home Journal</u> [Correspondence re articles written for the <u>Journal</u>.]</p>

Box No. Contents

16 [Memorabilia]
(cont.)

Peace College [Untitled commencement address.]

Photographs

Portial Law School (1)(2) [Speech: "The Future We Face."]

Reading Club, November 1974

17 Salem Academy [fifty year reunion, 1963.]

Salem College [Commencement Address: "The Light Has Come."]

Salem College Alumnae Day, June 1967 (1)-(3)

Salem College Undergraduate Paper

Smith College Club, Washington [Speech: "Women in Politics."]

Tobe Dinner, 1958

[Vassar College International Conference, March 1961]

[White House] [Memoir of first day in White House and other notes.]

White House Dinner, December 1958

White House Dinner, May 1959

Womanpower Conference, January 16 and 17, 1956

Women's Advertising Club of St. Louis

POLITICAL SERIES, 1940-1974 (Boxes 18-24)

In general, this series contains routine documentation consisting of speeches, correspondence, and printed material.

18 Article: "An Alumna in Politics" (The Smith Alumnae Quarterly, 1960)

Article: "A Salem Alumna in Politics" (Salem College Alumnae Record, ca. 1948)

<u>Box No.</u>	<u>Contents</u>
18 (cont.)	<p>Business and Professional Women's Republican Club of Massachusetts</p> <p>Campaign, 1952--Clippings (1)(2)</p> <p>Campaign, 1952--Correspondence (1)-(3) [Assessment of campaign, Puerto Rican contest case.]</p> <p>Campaign, 1952--Miscellaneous</p> <p>Campaign, 1952--Schedules (1)-(9)</p> <p>Campaign, 1952--State and Local GOP Leadership</p> <p>Campaign, 1956</p> <p>Campaign, 1960 [Speeches.]</p>
19	<p>Campaign Strategy Committee, 1952--Clippings</p> <p>Congressional Delegation Luncheon, 1960</p> <p>Dedham Women's Republican Club [Untitled speech]</p> <p>Eisenhower Alumnae Reunion, April 26, 1963--Correspondence (1)-(3)</p> <p>Eisenhower Alumnae Reunion, April 26, 1963--Guest Lists</p> <p>Eisenhower Alumnae Reunion, April 26, 1963--Miscellaneous (1)(2)</p> <p>Eisenhower Alumnae Reunion, November 1, 1974</p> <p>Eisenhower Dinner, 1962 (Boston)</p> <p>Eisenhower Fact Letters, 1956</p> <p>Eisenhower Speeches</p> <p>Falmouth Women's Republican Club [Speech: " Inside the National Scene."]</p> <p>Friendly Sons and Daughters of the Friends of Mr. and Mrs. Franklin Pierce</p> <p>Ike Day, 1956--Clippings</p> <p>Ike Day, 1956--Correspondence</p>

<u>Box No.</u>	<u>Contents</u>
20	<p>Ike Day, 1956--Miscellaneous</p> <p>Ike Day, 1956--Planning Material (1)(2)</p> <p>Inauguration, 1953</p> <p>Inauguration, 1957</p> <p>Inauguration, 1969--Clippings (1)-(3)</p> <p>Inauguration, 1969--Miscellaneous [Programs, invitations, etc.]</p> <p>Maine Federation of Women's Republican Clubs [Speeches: "Freedom vs. Control" and "To Think Anew and Act Anew."]</p> <p>Massachusetts Federation of Republican Women [Correspondence with Massachusetts Congressmen for a series of talks on knowing your Congressmen.]</p> <p>Massachusetts Republican Finance Committee</p> <p>[Memorabilia]</p>
21	<p>Miscellaneous Clippings, 1942-1946</p> <p>Miscellaneous Clippings, 1947</p> <p>Miscellaneous Clippings, 1948</p> <p>Miscellaneous Clippings, 1950-1960</p> <p>Miscellaneous Correspondence [Eisenhower ltr re mutual security; appointment of women to top administrative posts.]</p> <p>Miscellaneous Notes and Writings</p> <p>Miscellaneous Printed Materials</p> <p>Miscellaneous Speeches, 1940-45 (1)-(6)</p> <p>Miscellaneous Speeches, 1946 (1)-(6)</p> <p>Miscellaneous Speeches, 1947 (1)(2)</p>

<u>Box No.</u>	<u>Contents</u>
22	<p>Miscellaneous Speeches, 1948 (1)-(3)</p> <p>Nassau County Federation of Republican Women, Oyster Bay, New York [Speech: "Report from Washington."]</p> <p>National Committee Women of the Year, 1952 [Untitled speech.]</p> <p>National Federation of Women's Republican Clubs</p> <p>Neighbor to Neighbor Fund Raising Campaign, 1950</p> <p>New England Council of Young Republicans [Untitled speech.]</p> <p>New Haven County Republican Women's Association [Speech: "First in the Hearts of His Countrymen."]</p> <p>New London County Republican Club, Salem, Connecticut [Untitled speech.]</p> <p>New York State Federation of Women's Republican Clubs.</p> <p>Parliamentary Law Club [Untitled speech.]</p> <p>Pennsylvania Council of Republican Women [Speech: "A Woman Looks at Public Office."]</p> <p>Republican Convention, 1952</p> <p>Republican Convention, 1956 (1)-(3)</p>
23	<p>Republican Convention, 1956 (4)-(6) [Music score for "Ike For Four More Years" by Irving Berlin.]</p> <p>Republican Convention, 1960 (1)-(3)</p> <p>Republican Convention and Campaign, 1948</p> <p>Republican Landslide Rally, 1946 [Speech regarding women in politics.]</p> <p>Republican National Committee--Clippings, 1952</p> <p>Republican National Committee--Correspondence, 1953-1957 (1)-(3)</p> <p>Republican National Committee--Membership Lists, 1952-1954</p> <p>Republican National Committee--Publications (1)(2)</p>

Box No. Contents

- 24 Republican National Committee Meetings, 1945 and 1947
- Republican State Committee of Massachusetts [Nomination of Howard to membership on Republican National Committee.]
- Republican State Convention, Concord, New Hampshire, 1946 [Speech: "Let Freedom Ring."]
- Republican State Convention, Massachusetts, 1946 [Untitled Speech]
- Republican Women of Pennsylvania
- Republican Women's Centennial Conference, 1954
- Republican Workers Salute Dinner, 1957
- Southern California Republican Women's Club [Untitled speech.]
- Springfield District Women's Republican Club [Speech: "National Politics needs Intelligent Women."]
- Suffolk County Republican Club, Boston [Speech: "Inside Stories of Republican Plans and Policies."]
- Taft, Robert
- Wheaton Dinner (Anne Wheaton)
- Women's Group of the Republican Club, Great Neck, New York [Speech: "Liberty, C.O.D."]
- Women in Politics (1)-(5)
- Women's Republican Club of Leominster
- Women's Republican Club of Massachusetts [Speech: "1948 Campaign."]
- Worcester County Women's Republican Club [Speech: "Who Runs Our Country."]

BRUSSELS WORLD'S FAIR SERIES, 1957-1959 (Boxes 25-28)

Most of this series pertains to official and quasi-official matters of the Brussels World's Fair when Howard served as one of its Deputy Commissioners. The remainder pertains to personal and FCDA affairs during the period. There are a few documents, particularly those dealing with exhibits, which reflect the Cold War aspect of the Exhibition.

<u>Box No.</u>	<u>Contents</u>
25	<p>Administrative Memos, October-June 1958</p> <p>Administrative Memos, May-January 1958</p> <p>Administrative Memos, June-March 1957</p> <p>Administrative Memos, December-July 1957</p> <p>Administrative Policy [Budget, programming, organization, exhibit selection and procurement.]</p> <p>Belgian Decoration [Awarded to Howard.]</p> <p>Brussels Personnel Directory</p> <p>"The Brussels World's Fair, 1958" [Article by Howard.]</p> <p>Confidential--Mrs. Howard [Funding, Soviet and Vatican exhibits, Unfinished Business Exhibit, guide program, personnel matters.]</p> <p>Contributors to the United States Exhibition Program at the Brussels Universal and International Exhibition, 1958</p> <p>Correspondence, 1957 (1)(2) [Funding, appointment as Deputy Commissioner, guide program, exhibit plans.]</p> <p>Correspondence, 1958 (1)(2)</p>
26	<p>Correspondence, 1958 (3)-(5) [Dr. Mary Church Terrell commemorative postage stamp.]</p> <p>Correspondence, 1959</p> <p>"The 'Fair' Way to Make Friends" [Article by Howard.]</p> <p>Future Events--USA</p> <p>Future Events--USA--Accepted</p> <p>Future Events--USA--Declined</p> <p>[Miscellany]</p> <p>Office Memos (1)(2)</p>

<u>Box No.</u>	<u>Contents</u>
26 (cont.)	Personal Banking Records (1)(2) Photographs Press Releases Reading File, July 1957 ¹ Reading File, August 1957 Reading File, September 1957
27	Reading File, October 1957 Reading File, November 1957 Reading File, December 1957 Reading File, January 1958 Reading File, February 1958 Reading File, March 1958 Reading File, April 1958 Reading File, May 1958 Reading File, June 1958 Reading File, July 1958 Reading File, August 1958 Reading File, September 1958 Reading File, October 1958

¹ The Reading File folders contain copies of outgoing and internal correspondence relating to a broad range of administrative and personal matters. Key topics during 1957 and early 1958 were the guides program, financing, solicitation of private industrial participation, and staffing. From March 1958 on, key topics were women's programming, the propaganda battle with the Soviet Union, and the Unfinished Business exhibit.

Box No. Contents

28 Scrapbook--American Pavilion

Speaking Engagements-- Miscellaneous, 1957

Speaking Engagements--Massachusetts Republican President's Club, December 2, 1957 [Speech: "United States Participation in the Brussels World's Fair -1958."]

Speaking Engagements--Miscellaneous, 1958

Speaking Engagements--Belgo-American Association Luncheon, March 12, 1958 [Untitled speech]

Speaking Engagements--American Women's Club of Brussels, March 18, 1958

Speaking Engagements--American Women's Group in Paris, April 14, 1958 [Untitled speech]

Speaking Engagements--Metropolitan District of the International YMCA Association, April 25, 1959

Staff Meeting Notes

Striking the Fair [Report on closing out the U.S. pavilion.]

Travel File--K. Howard (1)(2)

AUTOBIOGRAPHY: WITH MY SHOES OFF (Boxes 29-31)

The bulk of this series consists of early drafts of Howard's autobiography and a xerographic copy of the final manuscript. The drafts have been arranged according to the organization of the published autobiography. The number of drafts varies from section to section. All drafts of a given chapter or section, including both retained and dis-carded material, have been arranged together but no attempt has been made to put them in any further order. The draft material includes a small number of letters and other documents which, in whole or in part, were incorporated into the text.

With My Shoes Off

Xerographic Copy of the Manuscript (1)-(7)

29 Xerographic Copy of the Manuscript (8)-(10)

[Outlines, Notes, and Correspondence] (1)(2)

<u>Box No.</u>	<u>Contents</u>
29 (cont.)	Rough Drafts (1)-(17)
30	Rough Drafts (18)-(41)
31	Rough Drafts (42)-(68) Rough Drafts (69)-(73) [Miscellaneous deleted material and duplicate copies.]

END OF CONTAINER LIST