



**Finding aid to the
California Botanic Garden records,
1818-2018, undated**

**California Botanic Garden
1500 North College Avenue
Claremont, California 91711
909-625-8767
<https://www.calbg.org>**

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Descriptive Summary

Title: California Botanic Garden records

Dates: 1818-2018, undated (bulk 1925-2015)

Collection Identifier: IR.1

Creator: California Botanic Garden

Extent: 22.3 linear feet (38 boxes)

Abstract: The California Botanic Garden records document the history and activities of the garden from its founding in Orange County in 1927 as Rancho Santa Ana Botanic Garden by Susanna Bixby Bryant. The collection includes historical information about the Bixby Bryant family; departmental records, including the library and archives, herbarium, nursery and horticulture, visitor services, and research and the botany graduate program; correspondence and the files of Susanna Bixby Bryant, trustees, and staff; financial and legal records; garden publications and articles about the garden or by garden staff; meeting minutes and reports; facilities and utilities management records; and biographical files on prominent 19th and 20th century botanists and horticulturalists.

Finding Aid Author: Rachel Poutasse

Languages: Collection material is in English.

Repository: California Botanic Garden, 1500 N. College Ave., Claremont, CA 91711; 909-625-8767; <https://www.calbg.org>.

Administrative Information

Access Restrictions: The collection is open to research, except for the meeting minutes and reports of the Board of Trustees and Advisory Council (Series IX) and some legal, financial, and personnel records (Series III.B. and Series IV), which require special approval. Contact the repository for access.

Acquisition Information: The materials in this collection were transferred by their respective departments or contributed by individual staff and members of garden leadership.

Preferred Citation: California Botanic Garden records, 1818-2018, IR.1, California Botanic Garden, Claremont, California, 91711.

Publication Rights: Copyright of most materials in this collection is held by California Botanic Garden or by the creator. Consult the Librarian for details.

Processing Information: The collection was initially processed by Janet Taylor, and continued by John Bradley and Ryan Tickle. Rachel Poutasse completed processing with assistance from John Bradley and wrote the finding aid in 2021. Gary Wallace assisted with the historical note. Further accruals are expected.

Related Material: Some items from this collection have been digitized by California Revealed and the images are available online. For images of the garden and staff, see the California Botanic Garden photograph collection (P.1). Other garden publications can be found in the California Botanic Garden publications collection (IR.8). For additional department records, see the California Botanic Garden Herbarium (RSA-POM) records (IR.4), California Botanic Garden library accession records (IR.9), and California Botanic Garden Horticulture Department records (IR.10). For additional records of the trustees, see the Ernest A. Bryant III and Ernest A. Bryant Jr. papers (MS.13).

Indexing Terms

Contributors

California Botanic Garden

Bryant, Ernest A., Jr.

Bryant, Ernest A., III

Bryant, Susanna Bixby

Chickering, Allen Lawrence, 1877-1958

Lenz, Lee W.

Munz, Philip A. (Philip Alexander), 1892-1974

Rancho Santa Ana Botanic Garden

Subjects - Topics

Botanical gardens--California

Native plant gardens

Genres and Forms of Materials

Administrative records

Correspondence

Inventories

Publications (documents)

Reports

Historical Note

California Botanic Garden was founded as Rancho Santa Ana Botanic Garden in 1927 by Susanna Bixby Bryant (1880-1946) in memory of her father, John W. Bixby. Born in Long Beach and educated in Berkeley and Boston, Susanna Bixby married a physician, Ernest A. Bryant (1869-1933), in 1904. They had two children: a daughter, Susanna Bryant (Dakin), and a son, Ernest A. Bryant Jr. She inherited a portion of Rancho Santa Ana in northern Orange County in 1912 and eventually became sole owner of the 6000-acre ranch in 1925. During this period, she became interested in the conservation and promotion of native California plants. With the advice and support of notable California botanists and horticulturalists, including Theodore Payne, Willis Jepson, and Ernest Branton, she established a 200-acre native plant garden on her property. The stated primary objective for the garden was “to preserve our native California flora, try to replenish the depleted supply of some of our rarest plants, and bring together in a comparatively small space as complete a collection of our rich store of native California plants as can be made to grow in this southern section of the State.” In addition to the garden itself, Susanna Bixby Bryant began a botanical library and herbarium to support scientific research.

Early garden leadership consisted of a Board of Trustees under Chairman Allen Chickering and members Ernest A. Bryant Jr., Roy Lacy, and Stuart O’Melveny. A Board of Councilors provided additional expertise and guidance in the areas of botany, biology, plant propagation, and publications, and included individuals such as Alice Eastwood, Willis Jepson, LeRoy Abrams, and Philip Munz. The garden staff consisted of Susanna Bixby Bryant, Business Director; E. R. Johnson, Superintendent; John Thomas Howell, Botanist; B. D. Stark, Nurseryman; and R. V. Cavers, Secretary. Carl B. Wolf replaced John Thomas Howell as Botanist in 1930. Percy Everett was hired in 1934 as Corresponding Secretary and Keeper of the Herbarium and later became Superintendent.

Susanna Bixby Bryant served as director until her sudden death in 1946. Dr. Philip A. Munz (1892-1974), who had been hired to replace Carl Wolf as Botanist in 1946, was subsequently appointed Managing Director. Munz had previously been a professor of botany at Pomona College. Under Munz’s leadership, the garden was moved in 1950 from Orange County to its current 86-acre site in Claremont in Los Angeles County in order to improve accessibility and strengthen ties to the academic community through a new affiliation with the Claremont Colleges. During this period, the garden reached an agreement with Pomona College to house their herbarium collections at the garden, the scientific journal *Aliso* (initially titled *El Aliso*) was launched, and superintendent Percy C. Everett began the garden’s first official native plant seed list. The new graduate program in botany was cosponsored by the garden and Pomona College and administered through Claremont Graduate School. The garden made significant new hires in the research department, including Dr. Richard K. Benjamin, Dr. Sherwin Carlquist, and Dr. Verne Grant. The Board of Councilors disbanded shortly after the move to Claremont, concluding that it had fulfilled its mission. After the death of Allen Chickering in 1958, Ernest Bryant Jr. became the new chairman of the Board of Trustees.

Munz retired in 1960 and was succeeded as director by Dr. Lee W. Lenz (1915-2019), who had been hired by Munz as Assistant Botanist in 1948. Lee Lenz served as director from 1960 until

1983. Under Lenz, visitation rates increased significantly after the expansion of public hours and the opening of the plant communities section of the garden. Lenz also oversaw several major facilities upgrades, the creation of new education and volunteer programs, and the accreditation of the garden by the American Alliance of Museums. Staff changes included the hiring of herbarium curator and professor Robert F. Thorne, superintendent John Dourley, and horticulturalists Dick Tilforth and Walter Wisura. Ernest Bryant III succeeded his father as chairman of the Board of Trustees in 1972, a position he held until retiring in 2006.

Thomas Elias was appointed executive director after Lenz's retirement in 1983. Elias sought to expand the education, volunteer, and conservation programs, modernize the research department, and increase the visibility and reach of the garden through new programming and partnerships with other organizations, such as co-founding the Center for Plant Conservation. Elias took the lead in developing the 1985 master plan, which resulted in the creation of the Cultivar Garden in 1991 and renovation and construction of several facilities, most notably the Research and Horticulture complex. The Board of Overseers (later renamed the Advisory Council) was also launched in 1990 to support the responsibilities of the Board of Trustees.

Dr. Elias left the garden in 1993 to become director of the U.S. National Arboretum. He was succeeded by interim director Helen Candler Millar until the appointment of Roy Taylor in 1994. The Lantz Outdoor Classroom and Fay's Wildflower Meadow were built during Taylor's tenure. Taylor worked with the trustees to make improvements to the endowment portfolio for greater sustainability and raised funds to support the research and education programs. Taylor retired in 1999 and was replaced by Clem Hamilton. Hamilton focused on revamping the master plan and oversaw the construction of the Lee W. Lenz Horticulture Building. Hamilton left the garden in 2004 to lead the Morton Arboretum. Patrick Larkin was initially appointed as interim director and then as permanent director in 2005. Larkin finalized the master plan, increased revenue and membership, and oversaw the completion of the Container Garden. The garden also began new partnerships with the Consortium of California Herbaria and Seeds of Success.

Following Larkin's resignation in 2012, Lucinda McDade was named interim director and then permanent director in 2013. McDade joined the garden in 2006 as Director of Research and chair of the Claremont Graduate University Botany Program. McDade has focused on the expansion of the garden's conservation efforts through partnerships with federal and state agencies, growing the Board of Trustees and the Advisory Council, and new construction and renovation projects, including the Forest Pavilion and California Courtyard. The garden was renamed California Botanic Garden in 2020.

Sources:

Kellogg, Stewart. "A History of Excellence." *Rancho Santa Ana Botanic Garden Friends' Newsletter* 17, no. 1 (winter 2002).

Lenz, Lee W. "Rancho Santa Ana Botanic Garden: The First Fifty Years." *Aliso* 9, no. 1 (1977).

"Rancho Santa Ana Botanic Garden: Purpose." Undated. California Botanic Garden records, 1818-2018, IR.1, California Botanic Garden, Claremont, California, 91711.

“Trustees Announce Key Appointments.” *Friends of Rancho Santa Ana Botanic Garden* 20, no. 3 (summer 2005).

Worlow, Linda Lee. “Rancho Santa Ana Botanic Garden: The Early Years (1927-1983).” *Eden* 24, no. 2 (spring 2021): 20-41.

Scope and Contents of Collection

The California Botanic Garden records document the history and activities of California Botanic Garden from its inception in 1927 in Orange County up to the present. The collection contains biographical and historical information on the family of founder Susanna Bixby Bryant, Susanna Bixby Bryant's correspondence files related to the planning and leadership of the garden, staff files, departmental records (library and archives, herbarium, horticulture and nursery, visitor services and education, and research, conservation, and the graduate program in botany), general administrative records, publications produced by and about the garden and its staff, the files of garden leadership (Board of Trustees, Board of Councilors, and the Advisory Council [formerly Board of Overseers]), facilities construction and maintenance records, and biographical files on prominent 19th and 20th century botanists and horticulturalists. The records consist of correspondence, reports and minutes, legal and financial documents, maps and plans, inventories, articles and publications, brochures and other ephemera, and a small amount of photographs and slides, items used for exhibitions, and born digital material.

The original order of the collection is uncertain. During the initial processing of the collection, the correspondence and work files of multiple individuals (especially former executive directors Philip Munz and Lee Lenz and trustees Ernest Bryant Jr. and Allen Chickering) were apparently mixed and refiled according to subject. The documents were separated and physically arranged in loose chronological order and by topic, depending on whether they originated from the original garden site in Orange County (1927-1951) or the current garden site in Claremont (1951-present). The physical order of the files has been maintained. Consequently, the organization of the container list may not match the physical order of folders. The collection has been organized into twelve series.

Series I. Bixby Bryant Family History contains biographical files on members of the Bixby Bryant family, correspondence, manuscripts and publications on family history, and files on other local museums and historic sites with connections to the Bixby Bryant family, such as Rancho Los Alamitos and the Susanna Bixby Bryant Museum and Botanic Garden.

Series II. Library and Archives contains book and journal inventories and related correspondence, documentation regarding artwork acquisitions and loans of materials for exhibitions, and a flash drive with oral histories.

Series III. Susanna Bixby Bryant and Staff Files is organized into two subseries. Subseries III.A. Susanna Bixby Bryant Files contains the correspondence files and notes of garden founder Susanna Bixby Bryant, covering the initial planning phase of the garden in the late 1920s up to her death in 1946, including correspondence with notable botanists and horticulturalists such as Willis Linn Jepson, Ernest Branton, and Theodore Payne. Subseries III.B. Other Staff Files includes correspondence regarding the appointments of some staff members, contacts and obituaries of former staff, and some files from former directors Tom Elias and Roy Taylor.

Series IV. General Administrative Records is organized into two subseries, and contains trust and other legal documents, financial records, meeting minutes, annual reports, correspondence and other materials related to the move from Orange County to Claremont, master plan

documents, accreditation materials, memoranda, policies, and awards and certificates. Subseries IV.A. Orange County Site Records covers the period from the founding of the garden in 1927 up to the move to Claremont in 1951. Subseries IV.B. Claremont Site Records covers the move to Claremont up to the present.

Series V. Articles, Publications, and Related Documents is organized into two subseries. Subseries V.A. consists of draft and final versions of publications produced by the garden, articles by garden staff or about the garden and surrounding area. Subseries V.B. includes documentation related to garden publications, such as correspondence, publishing agreements, and lists.

Series VI. Horticulture and Nursery is organized into two subseries. Series VI.A. Orange County Site Records documents the activities of the nursery and horticulture department from the founding of the garden until the 1951 move to Claremont, including condition reports, plant lists, planting maps, and blank forms. Series VI.B. Claremont Site Records documents activities after the move to Claremont, including correspondence, color slides of various landscaping projects, 1972 plant accession records, blank forms, and material for displays at the Los Angeles County Fair.

Series VII. Herbarium documents the activities of the herbarium, such as reports and plant collection lists from the 1920s and 1930s, plant collecting permits and copies of collecting regulations, visitor logs, grant proposals, and correspondence and agreements with other institutions.

Series VIII. Visitor Services contains brochures, pamphlets, maps, and other visitor information materials, as well as correspondence and other documentation about art in the garden and garden events and exhibitions. The series contains a small amount of material about the education and volunteer programs.

Series IX. Trustees, Councilors, and Advisors Records consists of correspondence, meeting minutes, reports, and other materials produced by the Board of Trustees, Board of Councilors, and the Advisory Council [previously the Board of Overseers]. The series contains correspondence files from trustee Robert Casamajor and councilor Ernest Braunton, and a file of correspondence between former executive director Philip Munz and the trustees. Other trustees' correspondence was split up during the initial processing and is mostly filed by topic throughout the rest of the collection.

Series X. Facilities Management and Construction is organized into two subseries, and includes maps, plans, correspondence, specifications, and invoices for building construction, landscaping, maintenance, and utilities work. Subseries X.A. Orange County Site Records covers the period from the founding of the garden in 1927 up to the move to Claremont in 1951. Subseries X.B. Claremont Site Records covers the move to Claremont up to the present. The majority of records in Series X. are from the Claremont site.

Series XI. Research, Conservation, and Graduate Program includes reports on the activities of the Claremont Graduate University botany graduate program, fliers, and correspondence with other organizations on conservation topics.

Series XII. Biographical Files on Botanists and Horticulturalists contains articles on prominent botanists and horticulturalists from the nineteenth and twentieth centuries, mostly from the United States and England. Some files include pieces of original correspondence.

Arrangement

The collection is arranged in twelve series.

- Series I. Bixby Bryant family history, 1931-2016, undated
- Series II. Library and archives, 1925-2011, undated
- Series III. Susanna Bixby Bryant correspondence and staff files, 1925-2015, undated
 - Subseries III.A. Susanna Bixby Bryant files, 1925-2003, undated
 - Subseries III.B. Other staff files, 1929-2015, undated
- Series IV. General administrative records, 1929-2018, undated
 - Subseries IV.A. Orange County site records, 1929-1980, undated
 - Subseries IV.B. Claremont site records, 1941-2018, undated
- Series V. Articles, publications, and related documents, 1926-2007, undated
 - Subseries V.A. Articles, publications, and drafts, 1926-2002
 - Subseries V.B. Correspondence and other documentation, 1941-2007, undated
- Series VI. Horticulture and nursery, 1927-2014, undated
 - Subseries VI.A. Orange County site records, 1927-1946, undated
 - Subseries VI.B. Claremont site records, 1962-2014, undated
- Series VII. Herbarium, 1927-2004, undated
- Series VIII. Visitor services, 1931-2015, undated
- Series IX. Trustees, Councilors, and Advisors records, 1926-2013
- Series X. Facilities management and construction, 1930-2004, undated
 - Subseries X.A. Orange County site records, 1930-1948
 - Subseries X.B. Claremont site records, 1949-2004, undated
- Series XI. Research, conservation, and graduate program, 1952-2003, undated
- Series XII. Biographical files on botanists and horticulturalists, 1818-2004, undated

Container List

Series I. Bixby Bryant family history, 1931-2016, undated

Box 1, Folder 1: **Dudley, Stephen B., *The Bixby Family Guide*, 1996**

Box 1, Folder 2: **Manuscript on Bixby family history by unknown author (Susanna Bixby Bryant?), undated**

Box 1, Folder 3: **Correspondence from Sarah Bixby Smith on family history, undated**

Box 1, Folder 4: **Biographical file on Bixby, Fred Hathaway, undated**

Scope and contents note: Photocopied pages from publications.

Box 1, Folder 5-8: **Biographical file on Bixby, John William and Susan Hathaway, 1931, undated**

Scope and contents note: Photocopied pages from multiple publications and original form for Record Publishing Company.

Box 1, Folder 9: **Biographical file on Bixby, Jotham, undated**

Scope and contents note: Photocopied pages from publications.

Box 1, Folder 10-14: **Biographical file on Bryant, Ernest A., 1933-1934, undated**

Scope and contents note: Memorial statement, photocopied pages from publications, correspondence from Allen Chickering, and photocopied obituary.

Box 1, Folder 15-17: **Biographical file on Bryant, Susanna Bixby, 1946-1994**

Scope and contents note: Photocopied obituary, photocopied death certificate, and correspondence from John G. Stel regarding memories of Susanna Bixby Bryant.

Box 1, Folder 18-21, 23: **Biographical file on Dakin, Susanna Bryant, 1955-1968**

Scope and contents note: Publication by Dakin on "Lucky Baldwin's Cottage," correspondence with Richard Benjamin, Lee Lenz, and Sherwin Carlquist, and publication about Dakin by W. W. Robinson.

Box 1, Folder 22: **Biographical file on Bryant, Ernest A., Jr., 1967**

Scope and contents note: Correspondence with Lee Lenz regarding the Dakin family.

Box 1, Folder 24: **Biographical file on Spencer, Fanny Bixby, 2003**

Scope and contents note: Biography in *Los Angeles Times*.

Box 1, Folder 25: **Orange County Title Company and Title Insurance and Trust Company, "Chain of Title from Mexican Government Covering Rancho Santa Ana Botanic Garden," 1940**

Box 1, Folder 26-27: **General histories of ranches of Southern California, undated**

Scope and contents note: Includes photocopied pages from an unknown publication and manuscript by unknown author.

Box 1, Folder 29-34; Box 28, Folder 35: **Rancho Los Alamitos publications, brochures, and correspondence, 1974-2009, undated**

Box 1, Folder 35; Box 27, Folder 21: **Susanna Bixby Bryant Museum and Botanic Garden brochures and correspondence, 1997-2008**

Box 1, Folder 36: **Yorba Linda Heritage Museum correspondence, brochures, and newsletter, 1981-1997**

Box 3, Folder 5: **Untitled manuscript by unknown author on Bixby family history, undated**

Scope and contents note: Top half of page 1 is missing.

Box 29, Folder 5: **Bryant family gravesite information, 2016**

Box 37, Folder 5: **Master plan for Rancho Cañon de Santa Ana, circa 1963**

Box 37, Folder 8: **Copy of lithograph of Rancho Los Alamitos, undated**

Series II. Library and archives, 1925-2011, undated

Box 1, Folder 37-39, 41: **Susanna Bixby Bryant correspondence regarding book purchases, 1926-1930**

Box 1, Folder 40, 43-44: **Invoices for book purchases, 1925-1928**

Box 1, Folder 42: **Note from Lee W. Lenz regarding old library purchases, undated**

Box 1, Folder 45: **"The Botanical Library of Mrs. Susanna Bixby Bryant," undated**

Box 1, Folder 46-48, 52-61: **Inventories of purchases and gifts, lists of botanical journals and publications, and desiderata, 1929-1945, undated**

Box 1, Folder 49-50: **Philip Munz correspondence regarding library acquisitions, 1948-1950**

Box 1, Folder 51: **List of books for sale, 1956**

Box 3, Folder 6: **List of books sent from Europe by Susanna Bixby Bryant, 1938**

Box 12: **List of library books, circa 1948**

Box 18, Folder 3: **Desiderata and correspondence, 1956-1960**

Box 18, Folder 8: **Christmas card featuring plate from *Flora von Deutschland*, 1978**

Box 20, Folder 20: **"Ode to the R.S.A.B.G. Library," 1968**

Box 27, Folder 19: **Thank you note for loan of items to Santa Barbara Museum of Natural History, 2004**

Box 27, Folder 22, Item 001: **Oral history project and donor permission forms, 2011**

Scope and contents note: Flash drive. 17 files, 0.608 GB. This item is unprocessed.

Please contact the Librarian for more information.

Box 28, Folder 5: **Correspondence regarding loan and ephemera for Santa Barbara Museum of Natural History exhibition, 2004**

Box 28, Folder 32: **Bibliographies, undated**

Box 29, Folder 20: **"Essential Library: Books & Resources Concerning California Plants & Natural History As Recommended by the Staff of Rancho Santa Ana Botanic Garden," 2001**

Series III. Susanna Bixby Bryant and staff files, 1925-2015, undated

Subseries III.A. Susanna Bixby Bryant files, 1925-2003, undated

Box 2, Folder 1, 10: **Abrams, Leroy correspondence with Susanna Bixby Bryant, 1926-1930**

Box 2, Folder 2, 12: **Bailey, L. H. correspondence with Susanna Bixby Bryant, 1926-1933**

Box 2, Folder 3, 14-18: **Braunton, Ernest correspondence with Susanna Bixby Bryant, 1926-1930**

Box 2, Folder 4-7, 26-31: **Jepson, Willis Linn correspondence with Susanna Bixby Bryant, 1926-1941**

Box 2, Folder 8, 37: **Sargent, Charles S. correspondence with Susanna Bixby Bryant, 1925-1926**

Box 2, Folder 9, 38: **Sessions, Kate O. correspondence with Susanna Bixby Bryant, 1931**

Box 2, Folder 21: **Carpenter, Ford A. correspondence with Susanna Bixby Bryant, 1929**

Box 2, Folder 22: **Farrand, Beatrix correspondence with Susanna Bixby Bryant, 1929**

Box 2, Folder 32: **Morgan, T. H. correspondence with Susanna Bixby Bryant, 1933**
 Box 2, Folder 33: **Olmstead [Olmsted] Brothers Landscape Architects correspondence with Susanna Bixby Bryant, 1931-1939**
 Box 2, Folder 34: **Bart O'Brien correspondence with Anthony Reed about the Olmsted Archives, 1999-2003**
 Box 2, Folder 35-36: **Rowntree, Lester correspondence with Susanna Bixby Bryant and biographical file, 1927-1974**
 Box 2, Folder 39: **Smith, William correspondence with Susanna Bixby Bryant, 1929**
 Box 2, Folder 41: **Swingle, Walter T. correspondence with Susanna Bixby Bryant, 1927**
 Box 2, Folder 42: **Ward, Henry B. correspondence with Susanna Bixby Bryant, 1931**
 Box 2, Folder 43: **Wolf, Carl B. correspondence with Susanna Bixby Bryant, 1931**
 Box 2, Folder 44; Box 11, Folder 1: **Manuscript and final pamphlet, "Rancho Santa Ana Botanic Garden of the Native Plants of California: Purpose," 1930**
 Box 2, Folder 47: **Dedication of Garden Foundation to the Board of Trustees manuscript and final version, 1934**
 Box 2, Folder 48: **Manuscript by unknown author, "History of the Rancho Santa Ana Botanic Garden," undated**
 Box 2, Folder 49, 51: **Presentation notes on garden history and organization, 1936, undated**
 Box 2, Folder 50: **Untitled manuscript by unknown author, history and organization of Rancho Santa Ana Botanic Garden, undated**
 Scope and contents note: Page 1 missing.
 Box 2, Folder 52: **Payne, Theodore correspondence with Susanna Bixby Bryant, 1925**
 Box 11, Folder 17: **Susanna Bixby Bryant business cards, undated**
 Box 31, Folder 8: **Oversize portrait of Susanna Bixby Bryant, undated**

Subseries III.B. Other staff files, 1929-2015, undated

Box 1, Folder 28: **Contact information for former staff members, 1997**
 Box 2, Folder 23-24: **John T. Howell correspondence, 1929-1977**
 Scope and contents note: Includes correspondence with Willis Linn Jepson and Lee Lenz.
 Box 19, Folder 7: **Lee Lenz blank acknowledgement cards, undated**
 Box 25, Folder 9: **Correspondence regarding appointment of Peter Raven, 1960**
 Box 25, Folder 16: **Correspondence regarding Percy Everett's health, undated**
 Box 25, Folder 21: **Lee Lenz retirement announcements, 1983-1984**
 Box 27, Folder 3: **Correspondence regarding appointment of Alva D. Grant, 1956**
 Box 27, Folder 5: **Correspondence regarding Lyman Benson's appointment as Research Associate, 1963-1966**
 Box 27, Folder 6: **Correspondence regarding Verne Grant, 1964-1966**
 Box 27, Folder 8: **Correspondence regarding appointment of John Dourley, 1966-1967**
 Box 27, Folder 10: **Correspondence regarding appointment of Bernadette Busenberg, 1975-1976**
 Box 27, Folder 11: **Tom Elias assorted correspondence, 1985-1987**
 Box 27, Folder 17; Box 28, Folder 38: **Assorted articles about staff and obituaries, 1989-2015**
 Box 28, Folder 1: **Roy Taylor assorted correspondence, 1994**
 Box 28, Folder 2-4: **Briefing materials for Roy Taylor, 1994**
 Box 28, Folder 37: **Staff event fliers, 1987-1999**

Box 28, Folder 39: **Roy and Janet Taylor welcome reception flier and fellowship proposal, 1994-2003**

Box 29, Folder 1: **Tom Elias's file on Kit Tan, 1985-1992**

Box 29, Folder 2: **Tom Elias's file on John Miller, 1987-1988**

Box 29, Folder 3-4: **Tom Elias's file on Robert Thorne, 1983-1992**

Series IV. General administrative records, 1929-2018, undated

Subseries IV.A. Orange County site records, 1929-1980, undated

Box 3, Folder 4: **Correspondence regarding tax exemption status, 1934-1948**

Box 3, Folder 7-9; Box 21, Folder 2: **Trust indenture, 1934-1958**

Scope and contents: Includes copies of original documents from 1934, certified copy from 1958, and photocopy.

Box 3, Folder 10: **Financial trust indenture, 1934**

Box 3, Folder 11: **Bill of sale, 1934**

Box 3, Folder 12: **Acceptance of trust, 1934**

Box 3, Folder 13: **Supplemental indenture to trust, 1940**

Box 3, Folder 14: **Second amendment to trust agreement, 1941**

Box 3, Folder 15: **Third amendment to trust agreement, 1944**

Box 3, Folder 16: **Agreement regarding water supply of Rancho Santa Ana Botanic Garden, 1946**

Box 3, Folder 17: **Copies of trust documents, 1934-1941**

Box 3, Folder 18: **Correspondence regarding trust, 1929-1945**

Box 3, Folder 21: **Employment record, 1946**

Box 3, Folder 23: **Correspondence regarding investments and sales, 1947**

Box 3, Folder 24: **Draft resolution regarding appointment of successor trustee and alcohol tax, 1947**

Box 3, Folder 25: **Correspondence regarding quitclaim deed, 1951-1952**

Box 3, Folder 26: **Correspondence regarding estate of Susanna Bixby Bryant, 1946**

Box 3, Folder 27: **Correspondence regarding copyright, 1945**

Box 3, Folder 28-32: **Reports on examination of accounts and financial records, 1947-1951**

Box 3, Folder 33: **Reports on statement of receipts and disbursements and schedule of stocks and bonds owned, 1952**

Box 3, Folder 34: **Accounting statements, 1952**

Box 4, Folder 23: **Southern California Horticultural Institute certificates of excellence, 1946-1949**

Box 7, Folder 1-2, 13-18: **Drafts for the "First Printed Report of the Rancho Santa Ana Botanic Garden of the Native Plants of California," 1931**

Scope and contents note: Includes reports for library, photographic laboratory, herbarium, field work, investigations and research, publications, and labeling.

Box 7, Folder 19-22: **Garden stock and equipment inventories, 1940-1943**

Scope and contents note: Contains inventories for herbarium, garden, garden office, seed room, and assembly hall.

Box 8, Folder 1-11, 13-15: **Annual and semi-annual reports, 1933-1940**

Box 9, Folder 1, 3-15: **Semi-annual, quarterly, and monthly reports, 1935-1949**

Box 9, Folder 2: **Semi-annual meeting minutes, 1940-1941**
Box 10, Folder 1-6: **Garden Committee meeting minutes, 1929-1935**
Box 10, Folder 7: **Draft report of the secretary and draftsman, 1935**
Box 10, Folder 8-9: **Garden Committee meeting minutes, 1936-1937**
Box 10, Folder 10-18: **Staff meeting minutes, 1938-1946**
Box 10, Folder 19: **Report to Trustees and Councilors, 1950**
Box 11, Folder 2-3: **“First Printed Report of the Rancho Santa Ana Botanic Garden of the Native Plants of California: January 1927-June 1931,” 1931**
Box 13, Folder 1: **Accounts ledger, 1930-1933**
Box 21, Folder 1: **Copies of assorted deeds from Title Insurance and Trust Company, undated**
Box 31, Folder 7: **Photographs by Ford A. Carpenter, “Rancho Canyon de Santa Ana,” 1929**
Box 34: **Transfer ledger, 1934-1946**
Box 37, Folder 1: **10th anniversary certificate, 1937**
Box 37, Folder 2: **Record of membership, book, and journal subscription dues, 1943-1945**

Subseries IV.B. Claremont site records, 1941-2018, undated

Box 14, Folder 1: **Operating agreement by and between the colleges at Claremont, 1941**
Box 14, Folder 2: **Correspondence regarding financial reporting, 1948**
Box 14, Folder 3-13, 15-18: **Assorted correspondence about the move to Claremont, 1948-1951**
Box 14, Folder 14: **Agreement for the affiliation of Rancho Santa Ana Botanic Garden with Claremont College and amendment, 1950**
Box 14, Folder 21: **Announcement of affiliation between Rancho Santa Ana Botanic Garden and the Claremont Colleges, 1952**
Box 14, Folder 24: **Correspondence with City of Claremont, 1954-1974**
Box 14, Folder 25, 27-28: **Correspondence and notes regarding affiliation with the Claremont Colleges, 1956-1984**
Box 18, Folder 5: **American Iris Society and California Association of Nurserymen awards and correspondence, 1967-1979**
Box 19, Folder 2: **Annual reports, 1981-1984**
Box 19, Folder 3: **Overlay of master plan from 1987 annual report, 1987**
Box 21, Folder 4, 7: **Grant deeds to Claremont property, 1946-1950**
Box 21, Folder 5: **Title Insurance and Trust Company insurance documents, 1949**
Box 21, Folder 6: **Correspondence regarding trust and affiliation with Claremont Colleges, 1949-1967**
Box 21, Folder 8: **Correspondence and invoices regarding legal services, 1950-1952**
Box 21, Folder 10: **Correspondence regarding taxes and staff compensation, 1951**
Box 21, Folder 11: **State of California Board of Equalization Seller’s Permit, 1952**
Box 21, Folder 12-16: **Accounting statements, 1953-1957**
Box 21, Folder 17, 22: **Forms and correspondence regarding tax exemption status, 1954-1978**
Box 21, Folder 24: **Order modifying trust, 2011**
Box 23, Folder 1: **Program and Site Analysis/Working Paper, 1985**
Box 23, Folder 6: **Entryway Master Plan Project documents, 1997-1998**

Box 23, Folder 8: **Financial statements and auditing reports, 2001-2006**
 Box 23, Folder 9; Box 25, Folder 40: **Master Planning Report on the Scoping Phase, 2001**
 Box 23, Folder 11: **Market, Attendance & Revenue Generation Study Final Report, 2002**
 Box 23, Folder 13: **Organizational SWOT Analysis, 2004**
 Box 23, Folder 14: **Strategic Plan, 2004**
 Box 23, Folder 15: **Patrick Larkin slides for “Operational Goals” presentation, 2006**
 Box 24, Folder 1: **List of reports from 1933-1959, circa 1960**
 Box 24, Folder 2-5: **Annual reports, 1960-1963**
 Box 24, Folder 6-15: **Annual and biennial reports, 1972-1994**
 Box 24, Folder 16: **Annual reports, 2004-2006**
 Box 25, Folder 1: **Correspondence regarding social security, employee salaries, and retirement plan, 1951-1978**
 Box 25, Folder 2: **Correspondence regarding budgets, 1951-1978**
 Box 25, Folder 3: **Correspondence regarding retirement and sabbatical leave policies, 1951**
 Box 25, Folder 4: **Annual reports, 1951-1955**
 Box 25, Folder 7: **Annual reports, 1956-1959**
 Scope and contents note: Includes individual annual reports from staff.
 Box 25, Folder 15: **Report on vandalism in garden, 1967**
 Box 25, Folder 19: **Advertisement for superintendent position, 1967**
 Box 25, Folder 20: **Correspondence regarding affirmative action, 1981**
 Box 25, Folder 22: **Correspondence regarding various legal issues from Musick, Peeler, & Garrett, 1983-1991**
 Box 25, Folder 27: **Memorandum regarding grants, 1991**
 Box 25, Folder 28: **Mission statement and code of ethics, 1992-1998**
 Box 25, Folder 29: **Archaeological assessment and correspondence, 1991**
 Box 25, Folder 30: **Draft Institutional & Departmental Objectives, 1993**
 Box 25, Folder 34: **Memoranda regarding fundraising, garden name change, and entryway plan, 1990-1998**
 Box 25, Folder 36: **Fay’s Wildflower Garden donor agreement and forms, 1998**
 Box 25, Folder 41: **Investment policy statement, 2006**
 Box 25, Folder 43: **Emergency Response Plan, 2009**
 Box 26, Folder 1-2, 5-9: **American Association of Museums [American Alliance of Museums] accreditation materials, 1969-1999**
 Box 26, Folder 3-4: **Reports of operations and auditing reports, 1997-1998**
 Box 27, Folder 1: **Master plan brochure, undated**
 Box 27, Folder 7: **Correspondence regarding receipts and expenditures statements, 1969-1970**
 Box 27, Folder 15: **Preliminary Campaign Readiness Assessment, 1991**
 Box 28, Folder 51-56: **Manager’s meeting agendas and minutes, 1998-2004**
 Box 29, Folder 10: **Unsorted memoranda and reports, 1987-1993**
 Box 29, Folder 11: **Financial statement and auditing report, 2009**
 Box 29, Folder 21: **Comprehensive collections policy, 2014**
 Box 29, Folder 22: **Conservation Assessment for Preservation report, 2017**
 Box 37, Folder 6; Box 38: **Unsorted awards and certificates, 1990-2018**
 Box 37, Folder 4: **Oversize photographs of Claremont site and aerial photograph, circa 1951-1985**

Series V. Articles, publications, and related documents, 1926-2007, undated

Arrangement: The series is arranged in two subseries, following the physical order of the files.

Subseries V.A. Articles, publications, and drafts, 1926-2002

Box 4, Folder 1: **Braunton, Ernest, "The Joys of a War Garden," under pseudonym "Sam Bucus Jr.," 1926**

Box 4, Folder 2: **Chickering, Allen L., "History of the Rancho Santa Ana Botanic Garden," 1946**

Box 4, Folder 3-5: **Munz, Philip A., drafts and final version, "A Short History of the Rancho Santa Ana Botanic Garden," circa 1946-1947**

Box 4, Folder 6: ***Mt. San Antonio Historian*, 1978**

Box 4, Folder 7: **Wolf, Carl B., "California Native Plants for Hedges, Windbreaks and Background Plantings," *13th Annual California Spring Garden Show Yearbook*, 1942**

Box 4, Folder 8: **Wolf, Carl B., "Natives - Santa Ana - San Diego," *California Garden*, 1942**

Box 4, Folder 9: **Wolf, Carl B., "Other Species of California *Cupressus* as Substitutes for *Cupressus macrocarpa* (Monterey Cypress)," *Proceedings of the Fifth Western Shade Tree Conference*, 1938**

Box 4, Folder 13-20: ***Leaflets of Popular Information*, 1938-1944**

Box 4, Folder 21: **"Rancho Santa Ana Botanic Garden of the Native Plants of California," *Santa Ana Building & Loan Magazine*, 1938**

Box 4, Folder 22: **Manuscript by unidentified author, "Rancho Santa Ana Botanic Garden of the Native Plants of California," circa 1939**

Box 11, Folder 11; Box 20, Folder 13: **Lenz, Lee W., "Rancho Santa Ana Botanic Garden: The First Fifty Years," *Aliso* 9(1), 1977**

Box 20, Folder 1: **Munz, Philip., "Rancho Santa Ana Botanic Garden," *The Garden Journal*, 1953**

Box 20, Folder 4: **Balls, E. K., "California and Its Native Plants," *Journal of the Royal Horticultural Society*, 1962**

Box 20, Folder 5: **Lenz, Lee, "The Rancho Santa Ana Botanic Garden: A Garden Devoted to the Plants of California," *Journal of the Royal Horticultural Society*, 1962**

Box 20, Folder 6: **Lenz, Lee, "The Rancho Santa Ana Botanic Garden," *Plant Science Bulletin*, 1963**

Box 20, Folder 8-9: ***Rancho Santa Ana Botanic Garden* booklet and related proposal and correspondence, 1967-1968**

Box 20, Folder 11: **"Rancho Santa Ana Garden: Exploring California Via Plants," *Keys to the City*, 1974**

Box 20, Folder 16: **"Affiliated Institutions," *A Brief History of the Group Plan of the Claremont Colleges*, 1993**

Box 25, Folder 26: **Vane, Sylvia Brakke and Lowell John Bean, pages from *California Indians: Primary Resources*, 1991**

Box 25, Folder 35: **Yanai, Miki et al., "Claremont Colleges and Rancho Santa Ana Botanic Garden," 1997**

Box 28, Folder 45: Pillsbury, Joseph Gardner, *Joey & the Boojum Tree*, 2002
Box 28, Folder 47: Ross, Timothy S, "Herbarium Specimens as Documents: Purposes and General Collecting Techniques," *Crossossoma*, 1996
Box 28, Folder 50: Tomlinson, Kay L., "Rancho Santa Ana Botanic Garden: Sixty Years of Botany in California," *ASC Newsletter*, 1987
Box 29, Folder 14: Byrd, Warren T., Jr., "Re-creation to Recreation," *Landscape Architecture*, 1989
Box 29, Folder 17: Guiberson, Ethel, "A Visit to the Botanic Gardens at Rancho Santa Ana," *Golden Gardens*, 1933
Box 29, Folder 18: Wolf, Carl, "California Wild Tree Crops," Rancho Santa Ana Botanic Garden, 1945

Subseries V.B. Correspondence and other documentation, 1941-2007, undated

Box 4, Folder 10; Box 11, Folder 9: **List of garden publications, 1944**
Box 4, Folder 11: **Correspondence regarding garden publications, 1947**
Box 4, Folder 12: **List of Leaflets of Popular Information 1938-1944 Nos. 1-73, 1944**
Box 11, Folder 8: **Committee on Publications proposals for printed publications, 1941**
Box 20, Folder 2: **Publisher agreements and correspondence, 1957-1963**
Box 20, Folder 3: **Correspondence regarding *A California Flora*, 1959-1971**
Box 20, Folder 7, 10: **Correspondence regarding *Aliso*, 1964-1988**
Box 20, Folder 12: **Correspondence regarding Lee Lenz publications, 1977-1981**
Box 20, Folder 14: **Serials registration documents for *Occasional Papers*, 1981-1999**
Box 20, Folder 15: **Royalty agreement and copyright registration forms, 1981-1986**
Box 20, Folder 17: **Correspondence and illustration contract with Rebecca Jo Morales, 1996-1997**
Box 20, Folder 18: **Correspondence with Howard Jones regarding Marcus E. Jones publication, 1997-1998**
Box 25, Folder 39: **Photograph and negatives of Susanna Bixby Bryant and sycamore logo for unknown publication, undated**
Box 27, Folder 9: **Pages from *Aliso* volume 6 featuring portrait of Percy C. Everett, 1968**
Box 27, Folder 20: **Articles about garden printed from Yorba Linda Public Library history website, 2007**
Box 28, Folder 48: **Advertisements for publications, 1987-1999**
Box 28, Folder 49: **News clippings and photocopied pages about history of Indian Hill Mesa, 1999**
Box 32, Folder 3-6; Box 37, Folder 3: **Layouts and proofs for brochures and publications, 1933-1994, undated**
Box 36: **Printing plates of administration building and John W. Bixby, circa 1943**

Series VI. Horticulture and nursery, 1927-2014, undated

Arrangement: The series is arranged in two subseries, following the physical order of the files.

Subseries VI.A. Orange County site records, 1927-1946, undated

Box 2, Folder 45: **Garden Plan, Revised, 1933**
 Box 2, Folder 46: **Inventory of plants for the administration building, undated**
 Box 5, Folder 1: **List of plants to be used in the botanic garden, undated**
 Box 5, Folder 2, 4-11: **Nursery and garden reports, notes, and inventories, 1928-1929, undated**
 Box 5, Folder 12: **Reports of planting and replanting, 1929-1934**
 Box 5, Folder 13-16, 18-22: **Nursery and garden reports, notes, and inventories, 1930-1932**
 Box 5, Folder 23: **Irrigation reports, 1932**
 Box 5, Folder 24-28: **Nursery and garden reports, notes, and inventories, 1932**
 Box 5, Folder 29: **Suggested modifications of the planting plan, 1933**
 Box 5, Folder 30-34: **Nursery and garden reports, notes, and inventories, 1933**
 Box 6, Folder 1-2, 4-5: **Nursery and garden reports, notes, and inventories, 1934-1935**
 Box 6, Folder 6: **Experimental cypress propagations, 1939**
 Box 6, Folder 7-9: **Nursery and garden reports, notes, and inventories, 1939**
 Box 6, Folder 11: **Cactus varieties in nursery and garden, undated**
 Box 6, Folder 12: **Plants no longer living anywhere in the garden, undated**
 Box 6, Folder 13: **California native willows, undated**
 Box 6, Folder 14: **Plants not listed in sections 1-4, undated**
 Box 6, Folder 15: **California native climbers, undated**
 Box 6, Folder 16: **Report on records of collections and permanent garden position records, undated**
 Box 6, Folder 17: **Trees and shrubs of genera containing trees, undated**
 Box 6, Folder 18: **Conifers of California, 1936**
 Box 6, Folder 19: **Hardwood plants native to California, undated**
 Box 6, Folder 20: **Trees other than conifers, undated**
 Box 6, Folder 21: **Dry shrubs, undated**
 Box 6, Folder 22: **Woody and wood-based shrubs, undated**
 Box 6, Folder 23: **California native shrubs, undated**
 Box 6, Folder 24-28: **Seed inventories, 1927-1946**
 Box 11, Folder 15: **Corrections and discrepancies in garden maps, undated**
 Box 12, Folder 12: **Plants for Pomona College, undated**
 Box 12, Folder 16; Box 32, Folder 2: **Blank nursery and plant record forms, undated**

Subseries VI.B. Claremont site records, 1962-2014, undated

Box 18, Folder 7: **Correspondence regarding patent for *Mahonia* "Golden Abundance," 1967-1977**
 Box 19, Folder 1: **Correspondence regarding seed blower, 1971**
 Box 19, Folder 4: **Correspondence regarding native garden at Rancho Los Alamitos, 1988**
 Box 19, Folder 5: **Horticulture Department biennial report for 1991-1992, 1993**
 Box 19, Folder 6: **Blank propagation request forms, undated**
 Box 19, Folder 8, 11-12: **Blank garden records forms, undated**
 Box 19, Folder 9: **Blank transplant records forms, undated**
 Box 19, Folder 10: **Draft descriptions of plants, 1962-1968, undated**
 Scope and contents note: Photocopies.
 Box 21, Folder 19-21: **Patent application documents for *Mahonia* "Golden Abundance," 1969-1971**

Box 21, Folder 23: **License to Sell Nursery Stock approval, 1996**

Scope and contents note: Photocopies.

Box 25, Folder 14: **Correspondence regarding American Association of Botanic Gardens plant records project, 1966**

Box 27, Folder 18: **Correspondence regarding move of Dick Benjamin's boojum tree, 2002**

Box 28, Folder 14-30: **Color slides, MTR Landscape Architects projects at the garden, circa 1984-1991, 2014**

Box 29, Folder 6-8; Box 32, Folder 7-11: **Los Angeles County Fair landscaping display documents and plans, 1989-1997**

Box 29, Folder 9: **Correspondence regarding medicinal plant collection at Wrigley Memorial Garden, 1970-1973**

Box 30: **Copies of 1972 master plant record file from American Association of Botanic Gardens project and related correspondence, 1972-2013**

Series VII. Herbarium, 1927-2004, undated

Arrangement: The series is loosely chronological, following the physical order of the files.

Box 3, Folder 35: **Blank specimen record sheet, undated**

Box 5, Folder 3: **Report of the Botanist, 1927**

Box 5, Folder 17: **Wolf, Carl, "Plants of Rancho Santa Ana," 1931**

Box 6, Folder 3: **Wolf, Carl, "Plants growing wild on Rancho Santa Ana," 1935**

Box 6, Folder 10: **"Native California species growing wild within the borders of Rancho Santa Ana Botanic Garden," 1939**

Box 6, Folder 29: **List of pickled seedlings, undated**

Box 6, Folder 30: **Ordinances on plant collecting, 1928**

Box 6, Folder 31: **Report of the Botanist, 1939**

Box 7, Folder 3: **"A Digest of National and State Laws and Ordinances Protecting Native Flora," 1932**

Box 7, Folder 4-10: **Collecting permits and correspondence, 1929-1940, undated**

Box 7, Folder 11: **Plants and seeds collected at Catalina Island, 1930**

Box 7, Folder 12: **Plants collected in San Diego County under permit issued to E. R. Johnson, 1931**

Box 7, Folder 23: **Missing herbarium collections, undated**

Box 7, Folder 24: **Specimens identified at Pomona College Herbarium, 1930-1931**

Box 7, Folder 25-26: ***Ceanothus* collections and localities, undated**

Box 7, Folder 27: **Requisition for herbarium supplies, 1931**

Box 7, Folder 28-31: **Tax-free alcohol reports, correspondence, and permits, 1932-1958**

Box 7, Folder 32: **Blank herbarium forms and labels, undated**

Box 17, Folder 9-10: **Herbarium expansion grant proposal and correspondence, 1979-1981**

Box 18, Folder 1: **Description of specimen filing arrangement, undated**

Box 18, Folder 2: **Blank field records cards, undated**

Box 18, Folder 4, 12: **Collecting permits and correspondence, 1966-1997, undated**

Box 18, Folder 9, 11: **Library and herbarium visitor logs, 1982-1996**

Box 18, Folder 10: **Agreement and correspondence with Los Angeles Natural History Museum, 1986-2004**

Box 23, Folder 2: **Annual herbarium reports, 1985-1986**

Box 28, Folder 11: **Herbarium information sheet and map, undated**

Box 35: **Herbarium guest book, 1932-1936**

Series VIII. Visitor services, 1931-2015, undated

Arrangement: The series is loosely chronological, following the physical order of the files.

Box 3, Folder 1-3: **Garden correspondence records, 1938-1942**

Box 8, Folder 12: **Announcement of visiting days, 1939**

Box 11, Folder 4: **Announcement for the American Association for the Advancement of Science and Associated Societies meeting, 1931**

Box 11, Folder 5: **Visitor pamphlets, 1933**

Box 11, Folder 6-7: **Announcement of visiting days, 1937-1949**

Box 11, Folder 10: **Correspondence from Pasadena Audubon Society regarding birds observed at garden, 1946**

Box 11, Folder 12; Box 12, Folder 13: **Visitor cards and envelopes, undated**

Box 11, Folder 13: **"Information for Visitors," undated**

Box 11, Folder 14: **Garden maps, undated**

Box 11, Folder 16: **"Help protect the wild flowers!," undated**

Box 12, Folder 2: **Garden correspondence records, 1936-1938**

Box 12, Folder 15: **Lists of notable visitors and institutions involved in herbarium and garden exchange program, undated**

Box 20, Folder 19: **"A Guide to the Nature Trail," undated**

Box 20, Folder 21: **Busenberg, Bonnie, "Exotic Plants at R.S.A.," undated**

Box 21, Folder 3: **"Flower lovers help protect the wild flowers!," undated**

Box 25, Folder 10: **Correspondence regarding visitor issues, 1958-1967**

Box 25, Folder 11: **Correspondence regarding postcard packets for sale, 1959**

Box 25, Folder 25: **Barbara Haner, Preliminary Analysis of the Spring Exit Survey, 1985**

Box 25, Folder 31: **Volunteer opportunity descriptions, 1993**

Box 25, Folder 32: **Wildflower Show press release and memoranda, 1993**

Box 25, Folder 33: **Correspondence regarding artwork donations and purchases, 1995-1996**

Box 25, Folder 38: **Correspondence on art in the garden, 2001-2005**

Box 27, Folder 4; Box 28, Folder 12: **Blank stationery with letterhead, undated**

Box 27, Folder 12: **Ruth Brunstetter Christmas cards with negatives, 1992**

Box 27, Folder 16: **Invoice for Aldo Casanova sculpture base, 1974**

Box 28, Folder 6: **Cal Alive! project summary and CD, 2001**

Box 28, Folder 7: **Assorted cards for sale and card designs, ca. 1992-2015**

Box 28, Folder 8: **Black and white photographs, Cultivar Garden dedication ceremony, 1990**

Box 28, Folder 9: **Flier for Fabulous Flowers, undated**

Box 28, Folder 33: **Newspaper clipping, veterinarian invoice, and cremation certificate for garden cat "Cowboy," 1997-2008**

Box 28, Folder 34: **Correspondence with Milford Zornes and card designs, 1997**
Box 28, Folder 36: **Color photographs of garden sculptures, 2004**
Box 28, Folder 40: **Color slides for website, undated**
Box 28, Folder 41: **Huntington Library “When They Were Wild” event calendar, 2013**
Box 28, Folder 42: **“The Basketry Trail” guide, 2003**
Box 28, Folder 43: **“California’s Vernal Pools: An Exhibit Guide,” 1999**
Box 28, Folder 44: **“Wildflowers at Rancho Santa Ana Botanic Garden,” 1993**
Box 28, Folder 46: **Reader, Emily Daily, “Silk Screen Designs from Nature,” undated**
Box 28, Folder 57: **Memorandum on print publicity, 2002**
Box 28, Folder 58: **Announcement of installation of “Genesis,” 2002**
Box 29, Folder 19: **Volunteer organization roster, 1994**
Box 31, Folder 1-4, 6: **Materials for 75th anniversary exhibition, 2002**
Box 33: **Visitor logs, 1937-1951**

Series IX. Trustees, Councilors, and Advisors records, 1926-2013

Box 2, Folder 11, 13, 19-20, 25, 40: **Ernest Braunton correspondence files, 1926-1928**
Scope and contents note: Includes correspondence with L. H. Bailey, Willis Linn Jepson, and Walter T. Swingle regarding the garden.

Box 12, Folder 1: **Philip Munz correspondence with Susanna Bixby Bryant and trustees, 1926-1958**

Box 12, Folder 3: **Correspondence regarding salary increases, 1943**

Box 12, Folder 4: **Memorial resolution for Henry W. O’Melveny, 1941**
Scope and contents note: Father of trustee Stuart O’Melveny.

Box 12, Folder 6-9; Box 27, Folder 23: **Robert Casamajor correspondence with garden staff and trustees, 1941-1955**

Box 12, Folder 10: **Report to trustees and councillors on fire in botanic garden, 1943**

Box 12, Folder 11: **Correspondence and lists regarding councillors, 1951**

Box 12, Folder 14: **Unsorted reports, notes, and lists, 1929-1931**

Box 13: **Ledger with Board of Trustees meeting minutes, resolutions, and reports, 1934-1980**

Box 13: **Ledger with Board of Councilors meeting minutes, 1933-1949**

Box 23, Folder 5: **Board of Trustees resolutions, motions, trust certification, and correspondence, 1993-2006**

Box 23, Folder 7: **Board of Overseers [Advisory Council] reports and bylaws, 1999-2001**

Box 23, Folder 12: **Board of Trustees Plan for Fiscal Year 2004 and retreat documents, 2003**

Box 25, Folder 6: **Ernest A. Bryant Jr. correspondence with Allen Chickering, 1952-1957**

Box 25, Folder 12: **Unsorted Board of Trustees and Overseers [Advisory Council] documents, 1962-1991**

Box 25, Folder 17: **Correspondence and lists regarding trustees, 1960-1972**

Box 25, Folder 24: **Ernest A. Bryant III correspondence with Tom Elias, 1984-1991**

Box 29, Folder 12: **“In Memoriam: Allen L. Chickering, 1877-1958,” 1958**

Aisle 3, Shelf A4: **Meeting minutes of the Board of Trustees and Overseers [Advisory Council], 1982-2013**

Series X. Facilities management and construction, 1930-2004, undated

Arrangement: The series is organized into two subseries: Subseries X.A. Orange County site records, and Subseries X.B. Claremont site records. Both subseries are arranged in loose chronological order, following the physical arrangement of the files.

Subseries X.A. Orange County site records, 1930-1948

Box 3, Folder 19, 36: **Correspondence and revised specifications for the construction of the botanist's house, 1946**

Box 3, Folder 20: **Correspondence and records on pipes and irrigation, 1934-1948**

Scope and contents note: Includes correspondence, list of pipe purchases, and 1948 Board of Trustees meeting minutes.

Box 3, Folder 22: **Salisbury, Bradshaw and Taylor irrigation proposal, 1930**

Box 12, Folder 5: **List of maps and plans, circa 1942**

Subseries X.B. Claremont site records, 1949-2004, undated

Box 14, Folder 19-20: **Correspondence about water and water use records, 1950-1976**

Box 14, Folder 22: **Correspondence about roads and utilities, 1952-1969**

Box 14, Folder 23: **Correspondence about Pomona College reservoir, 1952-1981**

Box 14, Folder 26: **Southern California Water Company report, 1960**

Box 14, Folder 29: **Correspondence with Metropolitan Water District of Southern California, 2004**

Box 15, Folder 1: **Correspondence about construction of greenhouse, 1949-1951**

Box 15, Folder 2: **Correspondence and documents about irrigation system, 1950-1969**

Box 15, Folder 3-5, 7-9: **Correspondence and documents about construction of administration building, 1950-1953**

Box 15, Folder 6; Box 16, Folder 2: **Survey maps of Claremont property, 1949**

Box 15, Folder 10: **Correspondence about construction of caretaker's residence, 1950-1951**

Box 15, Folder 11: **Correspondence about landscaping plan, 1950-1951**

Box 15, Folder 12-17: **Correspondence, sketches, and guarantees about addition to administration building, 1957-1959**

Box 15, Folder 18: **Correspondence and drawings for greenhouse renovations, 1958-1961**

Box 15, Folder 19: **Correspondence regarding septic tank, 1968-1969**

Box 15, Folder 20: **Press release about construction on botany laboratories, 1970**

Box 15, Folder 21: **Correspondence and documents about sewer line, 1983-1984**

Box 15, Folder 22-23: **Correspondence and documents regarding second floor renovation and laboratory addition, 1984-1993**

Box 16, Folder 1: **Claremont property ownership map, undated**

Box 16, Folder 3: **Specifications for the administration building, 1951**

Box 16, Folder 4: **Construction agreements with Allison & Rible, 1950-1958**

Box 16, Folder 5: **Laboratory addition blueprint, undated**

Box 16, Folder 6: **Correspondence, blueprints, and invoices for fencing, 1971-1978**

Box 16, Folder 7: **Specifications for laboratory addition, 1985**

Box 16, Folder 8: **Notice for bids for addition to administration building, 1986**

Box 17, Folder 1: **Correspondence and documents about paving, 1951-1976**

Box 17, Folder 2: **Building inventory, 1953-1965**
Box 17, Folder 3: **Correspondence, blueprints, and drawings for entrance and signage, 1959**
Box 17, Folder 4: **Demonstration Garden construction correspondence and invoices, 1960-1968**
Box 17, Folder 5: **Science facilities grant proposal, circa 1969**
Box 17, Folder 6, 8: **Specifications for laboratory annex, 1969-1970**
Box 17, Folder 7: **Correspondence about painting the building, 1970**
Box 17, Folder 11: **Correspondence about fencing around Bernard Field Station, 1976-1978**
Box 17, Folder 12-15: **Library addition contract, permits, correspondence, blueprints, and other documents, 1979-1980**
Box 17, Folder 16: **Display wall proposal, 1982**
Box 19, Folder 13: **Horticulture Building proposal, 2000**
Box 21, Folder 9: **Contract with landscape architect C. Jacques Hahn, 1950**
Box 21, Folder 18: **Amendment to application of Southern California Water Company rate increase, 1960**
Box 23, Folder 3: **Specifications and bidding instructions for construction of the Cultivar Garden, 1989**
Box 23, Folder 4: **Draft specifications for the research, horticultural, and maintenance facility, undated**
Box 23, Folder 10: **Title 24 report, 2001**
Box 25, Folder 23: **Correspondence and cost estimate for Percy C. Everett Memorial Garden, 1984**
Box 27, Folder 13: **Education and Orientation Building Site Selection Analysis, 1985**
Box 29, Folder 13: **Fred L. Ashton & Associates report on roof load, 1986**
Box 31, Folder 5: **Allison & Rible sketch of administration building, undated**

Series XI. Research, conservation, and graduate program, 1952-2003, undated

Box 18, Folder 6: **Correspondence regarding laboratory equipment, 1968**
Box 18, Folder 13; Box 28, Folder 13: **Monocots III stationery, fliers, and programs, 2003**
Box 25, Folder 5: **Program of Advanced Study in Botany, 1952**
Box 25, Folder 8: **Correspondence regarding proposed Bear Valley field station, 1957-1958**
Box 25, Folder 13: **Correspondence regarding California Native Plant Society Board of Directors, 1965**
Box 25, Folder 18: **Correspondence regarding activities of graduate program, 1965-1971**
Box 25, Folder 37: **Correspondence regarding Keck Graduate Institute development, 1999**
Box 25, Folder 42: **Biodiversity and Conservation Division executive summary, undated**
Box 27, Folder 14: **Fact sheet on Organizational Meeting for Bilateral Agreement on Conservation of Nature, 1988**
Box 28, Folder 10: **Graduate program flier, undated**
Box 28, Folder 31: **Draft species management guide for *Lilium parryi*, 1991**

Series XII. Biographical files on botanists and horticulturalists, 1818-2004, undated

Arrangement: The series is arranged in rough chronological order by the individual's period of activity and follows the physical arrangement of the files.

Box 22, Folder 1: **Chandler & Co., 1818, undated**
Box 22, Folder 2: **Waterer, Anthony, 1869, undated**
Box 22, Folder 4, 6: **Watson, Sereno, 1881, undated**
Box 22, Folder 5: **Shaw, Henry, 1889**
Box 22, Folder 7: **Davidson, Anstruther, undated**
Box 22, Folder 8: **Jones, Marcus, undated**
Box 22, Folder 9: **de Vilmorin, Henry, 1868, undated**
Box 22, Folder 10-11: **Spencer, Mary F., 1924, undated**
Box 22, Folder 12: **Eastwood, Alice, 1942, undated**
Box 32, Folder 1: **Framed portrait of Alice Eastwood, 1937**
Box 22, Folder 13: **Samuels, C. D., 1943**
Box 22, Folder 14: **Braunton, Ernest, 1945**
Box 22, Folder 15: **Hottes, Alfred Carl, 1955**
Box 22, Folder 16: **McMinn, Howard E., undated**
Box 22, Folder 17: **Chickering, Allan, 1958**
Box 22, Folder 18: **Bailey, Liberty Hyde, 1958**
Box 22, Folder 19: **Peck, Morton E., 1959**
Box 22, Folder 20: **Jaeger, Edmund, 1966, undated**
Box 22, Folder 21: **Berthoud, Edward L., 1878, undated**
Box 22, Folder 22: **Hoover, Robert Francis, 1970**
Box 22, Folder 23: **Dille, Helen, 1972**
Box 22, Folder 24: **Johnson, Ernest R., 1973**
Box 22, Folder 25: **Baker, Milo S., 1973**
Box 22, Folder 26: **Twisselmann, Ernest, 1971-1973**
Box 22, Folder 27: **Wolf, Carl B., 1974**
Box 22, Folder 3, 28: **Munz, Philip, 1968-1974**
Box 22, Folder 29: **Janish, Jeanne R., undated**
Box 22, Folder 30: **Johnston, Ivan M., circa 1960**
Box 22, Folder 31: **Scripps, Ellen Browning, 1998**
Box 22, Folder 32: **Carter, Annetta, 1991**
Box 22, Folder 33: **Cordova, Jose, 1999**
Box 22, Folder 34: **Dedecker, Mary, 1999**
Box 22, Folder 35: **Schultes, Richard E., 2001**
Box 22, Folder 36: **Constance, Lincoln, 2001**
Box 22, Folder 37: **Benjamin, Richard, 2002**
Box 22, Folder 38: **Payne, Theodore, 2004**
Box 27, Folder 2: **Jepson, Willis Linn, 1999**
Box 29, Folder 15: **Photograph of Willis Linn Jepson, undated**
Box 29, Folder 16: **Balls, Edward K., 1976**