

Gloria Hendricks Papers
San Francisco Performing Arts Library & Museum

INTRODUCTION

Provenance

These papers were donated to the San Francisco Performing Arts Library and Museum by Mrs. Louis Hendricks on May 9, 1983.

Restrictions

Use of these papers is restricted to researchers who have obtained written permission from Mrs. Hendricks. This restriction is effective until 2003.

Publication Rights

Vary with material.

Accession Number

983.3

Size

1 box
1 linear ft.

Processed by

Marianne Carden

Date Completed

May 31, 1994

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BIOGRAPHICAL INFORMATION

Mrs. Louis Hendricks (Gloria) served on the Board of Directors of the San Francisco Ballet Guild from 1960-69. She was in charge of Guild publicity and also served as chairman of the Publicity Committee for the San Francisco Ballet. In 1962, she held the post of Secretary and in 1966, she was a member of the Ballet Campaign Steering Committee.

ORGANIZATIONAL HISTORY

Founded in 1942, the San Francisco Ballet Guild acted as sponsor of the San Francisco Ballet. It underwrote new productions, provided funds for the purchase of sets, costumes, and choreographic commissions, and oversaw campaigns to raise funds for national and international tours. In May 1972, the Boards of Directors of both the San Francisco Ballet Company and the Guild agreed to merge and to name the combined organization the San Francisco Ballet Association. With this merger, approved on May 24, 1972, the San Francisco Ballet Guild ceased to exist as a separate corporate entity and turned over all of its rights, privileges, and property, as well as its responsibilities and liabilities, to the Company.

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SCOPE AND CONTENTS

These papers contain materials relating to the activities of the San Francisco Ballet Guild Board of Directors. It was collected by Mrs. Louis Hendricks as she performed her duties as a board member between 1960 and 1969. Materials within the collection include board minutes and reports; correspondence exchanged among board members; financial records; development files on long-range planning and fundraising; and promotional materials. Since Mrs. Hendricks served as Publicity Chairman, the Guild's promotional efforts for the ballet are most heavily documented. Due to the sensitive nature of some of the correspondence, access is restricted until 2003. Please see previous page for more details.

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SERIES DESCRIPTION

SERIES I: BOARD/COMMITTEE ORGANIZATION

3 folders Consists of lists of members of the San Francisco Ballet Guild Board of Directors and of various Guild committees.

Arranged by record type and thereunder by date.

SERIES II: MINUTES

3 folders Includes minutes from meetings of the Board of Directors of the San Francisco Ballet Guild between 1962-70 and from meetings of the Ballet Campaign Steering Committee between 1966-69.

Arranged by record type and thereunder by date.

SERIES III: REPORTS

5 folders Contains reports compiled by various board members on promotion and publicity, long-range planning, and budgeting.

Arranged by author and thereunder by date.

SERIES IV: CORRESPONDENCE

9 folders Consists of correspondence between various board members.

Arranged by date.

SERIES V: BUDGET

3 folders Includes quarterly and annual financial statements, statements of performance and production costs, and summaries of ticket sales.

Arranged by record type and thereunder by date.

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SERIES VI: DEVELOPMENT

4 folders Contains materials relating to long-range planning for the San Francisco Ballet, such as contribution lists, fundraising reports, and information about the Ford Foundation grant.

Arranged by record type and thereunder by date.

SERIES VII: PROMOTION

4 folders Includes records on long-range publicity strategies for the ballet, press releases, and company histories.

Arranged by record type and thereunder by date.

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CONTAINER LIST

SERIES I. Board/Committee Organization

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
1	1	Member lists-Board of Directors	1963-69
	2	Member lists-Ballet Campaign Steering Committee	
	3	Member lists-Guild Auxiliary	

SERIES II. Minutes

1	1	SFBG Board of Directors	1962-70
	2	Annual Meeting	1965; 1967; 1970
	3	Steering Committee	1966-69

SERIES III. Reports

1	1	Annual Reports	1962-64
	2	Kalimos, Leon	1966-67
	3	Ludwig, James J.	n.d.
	4	TeRoller, Derk	1968-70
	5	Zellerbach Committee	1961?

SERIES IV. Correspondence

1	1	1960
	2	1961
	3	1962
	4	1963
	5	1964
	6	1965
	7	1966
	8	1967
	9	1968

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SERIES V. BUDGET

<u>Box</u>	<u>Folder</u>	<u>Contents</u>	<u>Dates</u>
1	1	Financial Statements	1965-1966; 1968
	2	Production/Operating Costs	1961- 1966
	3	Ticket Sales	1966

SERIES VI. DEVELOPMENT

1	1	Long-range planning	1964-66 1969
	2	Report	1970
	3	Ford Foundation Grant	1964-66
	4	Sponsors	1966; 1968

SERIES VII. PROMOTION

1	1	Planning	1963
	2	Company Histories	
	3	Press Releases	1959-66
	4	Press Releases	1967