

**MS 1334**  
**St. Luke's In-The-Desert Records**  
**1931 - 2003**

**DESCRIPTION**

This collection contains the administrative records for St. Luke's In-The-Desert, Inc. between 1932 and 2002. Records consist of boards of directors meetings, president and director messages, correspondence, committee reports and financial summaries. Documents present reflect activities of St. Luke's In-The-Desert, Inc., St. Luke's Board of Visitors, and St. Luke's Home, Inc. Each division has a folder devoted to its history and transition of the organization in its role with the community. There are no patient/resident records and only five photographs in folder #95.

16 Boxes, 11.5 linear ft., 5 oversize scrapbooks

**ACQUISITION**

Donated by Joanne B. Bennett in 2004. Includes the former MS 630, which had an unknown acquisition.

**ACCESS**

There are no restrictions on access to this collection.

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Requests for permission to publish material from this collection should be addressed to the Arizona Historical Society, Tucson, Archives Department.

**PROCESSING**

The collection was processed by Dave Tackenberg in July 2008. Former MS 630 was formerly processed by Todd Mills; Riva Dean completed the finding aid in July 1999 but was integrated into this collection in October 2015.

**HISTORICAL NOTE**

St. Luke's In-The-Desert, Inc. is a Diocesan corporation, which owns the property at East Adams and First Avenue. St. Luke's-In-The-Desert Tubercular Sanitarium was opened by the Rt. Rev. J. W. Atwood, Bishop of the Protestant Episcopal Missionary, District of Arizona, in February 1918. Its purpose was to provide hospital and convalescent care for men of limited means. The sanitarium was built and operated with private funds.

The Lady Board of Visitors was formed by volunteers to visit patients and provide funding assistance & furnishings for the St. Luke's Sanitarium. The first fund raising was a Silver Tea, which became an annual tradition with the organization for over 40 years. In 1919 a Ball was added as another fund raising activity and in 1923 it became a yearly function under the name *Baile de los Flores*.

In 1969, the Chest Disease Clinic at the University of Arizona Medical Center was started with seed money from the St. Luke's Board of Directors, volunteer time, and organization donations. The Clinic was completed in 1975. With the decreasing need for a sanitarium the St. Luke's Board of Directors, the Junior League of Tucson, and the Board of Visitors converted the facility to providing supervisory care for women of limited means in 1980. The new facility became known as St. Luke's Home.

### **SCOPE AND CONTENT NOTE**

The St. Luke's In-The-Desert, Inc. Collection consists of administrative records associated with the organization from 1932 to 2003. The collection contains records for all three divisions of the organization. Various executive, board, committees, and funding documents are present. The collection has been divided into three series to focus on the three divisions within St. Luke's In-The-Desert, Inc.

Series 1 consists of the records associated with the over-arching organization of the St. Luke's In-The-Desert, Inc. This portion of the institution, often referred to as "the corporation", provides overall guidance and direction to the organization. This series commences with a folder highlighting the history and the various transitions that have taken place including its work as a sanitarium, association with the University of Arizona Medical Center, and its transition to providing a shelter for women of limited means. The series contains annual statements, trustee and board of director meeting notes, staff organization, and membership listings. Various committee activities, reports, and responsibilities are included as well as clinic summaries and reports from 1969 to 1978. Financial information including some budget, treasurer reports, checkbook stubs, and investments are present for the early 1990s. Newspaper articles of various events and activities are located in folder #96 and highlight the years 1973 to 1981.

Series 2 focuses upon records of the support organization primarily staff by volunteers, which assists patients and provides fundraising support for the organization. Again the first folder provides some history associated with the St. Luke's Board of Visitors and is followed with folders highlighting by-laws, policies, and constitution of the organization. Yearbooks published by the Board of Visitors for the years 1966, 1992, and 1995 to 1998 are very informative of the activities, history, and internal organization of this division. Additional folders contain the president's annual reports, which are very useful for understanding the activities and challenges from 1935 to 2002 (not all years present). Executive committee meeting notes, general membership meeting summaries, and committee reports provide a gauge of the scope of activities of the volunteer organization. Of special note in this series are folders containing information on the fundraising activities supported by the Board of Visitors including the Annual Luncheons and the Baile de los Flores events from the late 1940s to early 1990s.

Series 3 provides information on St. Luke's Home, Inc. and its transition from a sanitarium to a shelter for women. Folders with historical summaries, by-laws, and articles of incorporation are included. Some personnel listings are present but contain only names associated as staff members or volunteers. Annual reports, executive director's reports are present from the early 1980s and late 1990s. Executive committee meeting reports and board of director summaries are present for various years from 1980

to 2001. A supervisory care manual, state regulations and guidelines for health care facilities, and state health care visits (1980-1981) are contained. Admissions policies, house rules for residents, a sample application, and property listings are also present.

Box 16 contains two large ledgers with financial accounts of the Board of Visitors with reference to fundraising events and activities 1943 to 1981. Also included as oversized outside items are five scrapbooks comprised of newspaper clippings, programs and some correspondence, the collection documents the fundraising efforts of the group for St. Luke's in the Desert, a tubercular sanatorium in Tucson.

## Box and Folder Listing

### Box 1

#### Series 1: St. Luke's In-The-Desert, Inc. 1938 - 2002

Folder 1	History and Articles of Incorporation	1965/1972-1974
f.2	Bylaws	1939/1965/1974/1991
f.3	Constitution	Not Dated
f.4	Staff Organization Listing	1967 – 1987
f.5	Membership Listings	1978/1981-1984/1989/1990
f.6	Leases and Agreements	1979/1980/1993
f.7	Annual Statement	1997
f.8	President's Calendar	1998
f.9	Trustee Meetings	1927 – 1938
f.10	Trustee Meetings	1931 – 1939
f.11	Trustee Meetings	1939 – 1940
f.12	Board of Director Meetings	1941 – 1944

### Box 2

f.13	Board of Director Meetings	1967 – 1969
f.14	Board of Director Meetings	1974 – 1977
f.15	Board of Director Meetings	1978
f.16	Board of Director Meetings	1979
f.17	Board of Director Meetings	1980 – 1981
f.18	Board of Director Meetings	1983 – 1984
f.19	Board of Director Meetings	1985 – 1986
f.20	Board of Director Meetings	1987 – 1991
f.21	Board of Director Meetings	1993 – 1991
f.22	Board of Director Meetings	2000 – 2003

### Box 3

f.23	Annual Meetings	1969 – 1976
f.24	Annual Meetings	1977 – 1982
f.25	Annual Meeting	1984-1990/ 1992/1995/2000-2001
f.26	Correspondence	1964 – 1972
f.27	Correspondence	1973 – 1975
f.28	Correspondence	1976 – 1978
f.29	Correspondence	1980 – 1990
f.30	Correspondence	1990-1993/1997
f.31	Long-Range Planning Committee	1979
f.32	Strategic Planning Session	1999
f.33	Special Project Committee	1979 – 1980
f.34	Special Project Committee	1980
f.35	Planning Committee (Report on Needs of Elderly Assessment)	1986
f.36	Planning Committee Report	1984 – 1988
f.37	Planning Task Force Committee	1994

f.38	Development Committee	1996
f.39	Development Committee	2001
f.40	Reorganization Committee	1999 – 2000
f.41	Joint Committee Meeting	2001

#### Box 4

f.42	Development Plan	2002
f.43	Committee Chairman Guidance	N.D.
f.44	Welfare Committee	1966 – 1968
f.45	Treasurer Report	1990 – 1991
f.46	Resolution with University of Arizona	1969
f.47	Building Renovation Contract	1979
f.48	Health & Facilities Inspections	1980 – 1981
f.49	Study Committee	1965
f.50	Audited Financial Statements	1969 – 1970
f.51	Audited Financial Statements	1974
f.52	Budget, and Financial Statements	1976 – 1978
f.53	Audited Financial Statements	1978 – 1979
f.54	Audited Financial Statements	1980 – 1985
f.55	Budget, and Financial Statements	1985 – 1993
f.56	Audited Financial Statements	1986 – 1987
f.57	Audited Financial Statements	1988 – 1990
f.58	Audit and Tax Returns	1990
f.59	Audit and Tax Returns	1991
f.60	Audit and Tax Returns	1992

#### Box 5

f.61	Audited Financial Statements	1993 – 1994
f.62.	Audited Financial Statements	1997
f.63	Budget, and Financial Statements	1998
f.64	Budget	2000 – 2001
f.65	Audited Financial Statements	2001
f.66	Investment Summary	1992
f.67	Financial Analysis	1992 – 1993
f.68	Investments (First Interstate Bank)	1992 – 1993
f.69	Investments (Northern Trust Bank of Arizona)	1992 – 1993
f.70	Endowment Funds	2001
f.71	Checkbook Stubs	1938 – 1942
f.72	Checkbook Stubs	1983 – 1992
f.73	Evaluation Report	1967
f.74	Study for Home for Elderly	1979
f.75	Study for Supervisory Care Facility for Older People	1979
f.76	Study for Supervisory Care Facility for Older People	1979
f.77	Study for Home for Women	1979
f.78	Newsletters	1977 – 1979
f.79	Newsletters	1980 – 1984
f.80	Newsletters	1985 – 1987

**Box 6**

f.81	Clinic Survey	1967
f.82	Clinic Summary	1969
f.83	Clinic Summary	1971 – 1972
f.84	Clinic Summary	1973
f.85	Clinic Procedures & Minutes	1973/1976
f.86	Clinic Summary	1974
f.87	Clinic Committee Meetings	1974 – 1977
f.88	Clinic Summary	1975 – 1976
f.89	Clinic Volunteers	1975 – 1977
f.90	Clinic Committee Meetings	1977
f.91	Clinic Summary	1977 – 1978
f.92	Children's Clinic Reports	1961 – 1967
f.93	Children's Clinic Summary	1955 – 1976
f.94	Chest Clinic Annual Report	1978
f.95	Photographs of St. Luke's Activities & Events	
	Portrait of Rev. Bertrand R. Cocts	
	Bishop Kinsolving	
	Baile de los Flores Participants in Costume	
f.96	Publicity – Newspaper Clippings	1973-1981/1996
f.97	Postal Bulk Rate Mailings	1982 – 1989
f.98	Stationary	N.D.

**Series 2: St. Luke's Board of Visitors, 1932 - 2003**

f.99	History	N.D.
f.100	By-Laws	1970/1986/1992/1996
f.101	Policies & Procedures	1978
f.102	Constitution (Changes)	N.D.
f.103	Yearly Handbooks	1966 – 1967
f.104	Yearly Handbooks	1992 – 1993
f.105	Yearly Handbooks	1995 – 1996
f.106	Yearly Handbooks	1996 – 1997
f.107	Yearly Handbooks	1997 – 1998

**Box 7**

f.108	Committee Organization	1962 – 1968
f.109	Annual Directory	2002 – 2003
f.110	President's Annual Reports	1935 – 1969
f.111	President's Annual Reports	1971 – 1981
f.112	President's Annual Reports	1982 – 1990
f.113	President's Annual Reports	1991 – 1995
f.114	President's Annual Reports	1995 – 1996
f.115	President's Annual Reports	1997 – 1998
f.116	President's Annual Reports	2001 – 2002
f.117	Executive Committee Meetings	1949
f.118	Executive Committee Meetings	1967 – 1971

f.119	Executive Committee Meetings	1972 – 1977
f.120	Executive Committee Meetings	1978 – 1982
f.121	Executive Committee Meetings	1983 – 1985

### Box 8

f.122	Executive Committee Meetings	1986 – 1998
f.123	Executive Committee Meetings	1991 – 1992
f.124	Executive Committee Meetings	1993 – 1997
f.125	Executive Committee Meetings	1998
f.126	Executive Committee Meetings	2002
f.127	Annual Meeting	1967 – 1978
f.128	Annual Meeting	1979 – 1999
f.129	General Membership Meetings	1967 – 1971
f.130	General Membership Meetings	1972 – 1975
f.131	General Membership Meetings	1976 – 1977
f.132	General Membership Meetings	1978 – 1982
f.133	General Membership Meetings	1983 – 1985
f.134	General Membership Meetings	1986 – 1989

### Box 9

f.135	General Membership Meetings	1990 – 1992
f.136	General Membership Meetings	1993 – 1994
f.137	General Membership Meetings	1995 – 1999
f.138	Correspondence	1940 – 1969
f.139	Correspondence	1970 – 1980
f.140	Correspondence	1981 – 2001
f.141	Treasurer Reports	1948 – 1959
f.142	Magazine, Phonograph and Motor Service Committee	1960
f.143	Membership Committee	1960/1970-1972/1984-1985/1995-1999
f.144	Special Project Committee	1964-1966/1979
f.145	Special Committee Meetings	1968 – 1969
f.146	Nominating Committee	1984 – 1999
f.147	Publicity Contracts/Events	1987 – 1988
f.148	Consolidated Meeting Reports	1993 – 1994
f.149	Historian Report	1994/1998-1999
f.150	Boutique Report	1995 – 1996
f.151	Proposed Schedule for President-Elect	2001
f.152	Membership Report & Correspondence	2002
f.153	Prayer Notebooks by Mrs. Fathaner	N.D.
f.154	Stationary	N.D.

### Box 10

f.155	Treasurer's Reports	1962 – 1969
f.156	Treasurer's Reports	1971 – 1976
f.157	Treasurer's Reports	1977 – 1982
f.158	Treasurer's Reports	1983 – 1987

f.159	Treasurer's Reports	1989-1990/1994/1996
f.160	Treasurer's Reports (Annual)	1948 – 1987
f.161	Financial Committee Reports and Budget	1919-1940/1952-1954
f.162	Financial Committee Reports and Budget	1970 – 1978
f.163	Financial Committee Reports and Budget	1979-1985/1990/1999-2000
f.164	Financial Committee Reports and Budget	2000-2001
f.165	Fundraising Planning	2001
f.166	St. Luke's Aid Financial Ledger	1918 – 1939
f.167	Checkbook Stubs	1924 – 1932

### Box 11

f.168	Checkbook for Visitors' Aid Association	1932 – 1938
f.169	Checkbook for Visitors' Aid Association	1963 – 1965
f.170	Checkbook for Visitors' Aid Association	1965 – 1967
f.171	Donations to University Hospital	1992
f.172	Member Listing	N.D.
f.173	Board of Visitors Newsletter	1997 – 2001
f.174	Annual Luncheons	1967/1986/1988/1991
f.175	Christmas Luncheons	1988-1990/1992-1993/1995
f.176	Christmas Luncheons	1994-1998
f.177	Charity Ball –Baile de las Flores Event	1936
f.178	Charity Ball –Baile de las Flores Event	1937
f.179	Charity Ball –Baile de las Flores Event	1938
f.180	Charity Ball –Baile de las Flores Event	1939
f.181	Charity Ball –Baile de las Flores Event	1940
f.182	Charity Ball –Baile de las Flores Event	1942
f.183	Charity Ball –Baile de las Flores Event	1943
f.184	Charity Ball –Baile de las Flores Event	1945
f.185	Charity Ball –Baile de las Flores Event	1947
f.186	Charity Ball –Baile de las Flores Event	1948
f.187	Charity Ball –Baile de las Flores Event	1949
f.188	Charity Ball –Baile de las Flores Event	1950
f.189	Charity Ball –Baile de las Flores Event	1952
f.190	Charity Ball –Baile de las Flores Event	1953
f.191	Charity Ball –Baile de las Flores Event	1954
f.192	Charity Ball –Baile de las Flores Event	1955
f.193	Charity Ball –Baile de las Flores Event	1956
f.194	Charity Ball –Baile de las Flores Event	1957
f.195	Charity Ball –Baile de las Flores Event	1958
f.196	Charity Ball –Baile de las Flores Event-Treasurer's Report	1949 – 1959
f.197	Charity Ball –Baile de las Flores Event-Treasurer's Report	1961 – 1970
f.198	Charity Ball –Baile de las Flores Event	1971 – 1973
f.199	Charity Ball –Baile de las Flores Event	1974 – 1978
f.200	Charity Ball –Baile de las Flores Event	1979-1988/1991-1993
f.201	Charity Ball –Baile de las Flores Event	1994 – 1995

### Box 12



f.202	Charity Ball –Baile de las Flores Event	1998 – 2000
f.203	Charity Ball –Baile de las Flores Event	2001
f.204	Charity Ball –Baile de las Flores Event	2001 – 2002
f.205	Baile des las Flores Event	1998 – 2002
f.206	Ticket Fee Notes	1943 – 1948
f.207	Minutes	1931 – 1945
f.208	Silver Tea Event	1936 – 1947
f.209	Silver Tea Event	1952 – 1957
f.210	Annual Tea Reports	1948-1959/1963/1988

**Series 3: St. Luke’s Home, Inc. 1943 - 2002**

f.211	History	1980
f.212	Articles of Incorporation	1980
f.213	By-Laws of Incorporation	1980/1981
f.214	Personnel Listings	1980/1992/1993
f.215	Personnel Policies	1989
f.216	Goals & Job Description for Director	1992
f.217	Annual Reports	1943/1944
f.218	Executive Director’s Reports	1981 – 1982
f.219	President’s Annual Report	1983/1989-1992
f.220	Executive Director’s Reports	1997 – 2000
f.221	Executive Committee Meetings	1981 – 1983
f.222	Executive Committee Meetings	1984 – 1987
f.223	Executive Committee Meetings	1992
f.224	Executive Committee Meetings	1993
f.225	Executive Committee Meetings	1994
f.226	Executive Committee Meetings	1994 – 1995
f.227	Executive Committee Meetings	2000
f.228	Board of Directors Meetings	1981
f.229	Board of Directors Meetings	1982
f.330	Board of Directors Meetings	1983
f.331	Board of Directors Meetings	1984
f.332	Board of Directors Meetings	1985
f.333	Board of Directors Meetings	1986

**Box 13**

f.234	Board of Directors Meetings	1987
f.235	Board of Directors Meetings	1990 – 1991
f.236	Board of Directors Meetings	1992
f.237	Board of Directors Meetings	1993
f.238	Board of Directors Meetings	1994
f.239	Board of Directors Meetings	1994
f.240	Board of Directors Meetings	1994
f.241	Board of Directors Meetings	1995
f.242	Board of Directors Meetings	1997 – 1998
f.243	Board of Directors Meetings	1999 – 2001
f.244	Board of Directors Meetings	2001

**Box 14**

f.245	Correspondence	1965 – 1980
f.246	Correspondence	1981 – 1986
f.247	Correspondence	1987-1988/1992
f.248	Correspondence with Arizona Dept. of Revenue on Taxes	1980
f.249	Junior League of Tucson (Elderly Research)	1979
f.250	St. Luke's Home Outreach Committee Report	1981
f.251	Junior League of Tucson	1979
f.252	Arizona Dept. of Health Services Visits	1980 – 1981
f.253	Health Service Institution Guidelines from Arizona	1994
f.254	Rules and Regulations for Health Care Institutions (Chapter 10)	Not Dated
f.255	New Plans for St. Luke's Home	1987 – 1988
f.256	St. Luke's Home Personnel Committee Reports	1980 – 1982
f.257	St. Luke's Home Nutrition Committee Reports	1981 – 1982
f.258	Supervisory Care Manual	1999
f.259	Corporation Treasurer Report	1989 – 1993
f.260	Information Updates	2000 – 2001
f.261	Development Office & Director Correspondence	2001
f.262	Sensational Settings (Fund Raising)	2001
f.263	Development Office and Fundraising	2001
f.264	Development Office and Fundraising	2002
f.265	Development Income & Expense Report	2002

**Box 15**

f.266	St. Luke's Home Rules	N.D.
f.267	Admissions Policy and Admissions Committee	1980 – 1981
f.268	Admissions Guidelines	N.D.
f.269	Application for Admission	N.D.
f.270	Volunteer Open House	1995
f.271	St. Luke's Home Inventory and Needs	1980 – 1981
f.272	House Maintenance and Reports	1980 – 1981
f.273	Property Improvements	1982/1988-1989
f.274	Member Database	2001
f.275	Budgets and Financial Records	1980 – 1981
f.276	Budgets and Financial Records	1982
f.277	Budget and Financial Audit Report	1987 – 1988
f.278	Budget and Financial Audit Report	1992 – 1993
f.279	Budget and Financial Statements	1997 – 1998
f.280	Budget and Monthly Statements	1999
f.281	Budget and Monthly Statements	2001
f.282	Newsletters	1991/1994-2000
f.283	Pamphlets and Brochures of Events and Home	N.D.
f.284	Stationary	

**Box 16**

Oversized Ledger #1 1943 – 1963  
Ledger Accounts of Expenses and Incomes Associated with  
Social Events of St. Luke Aid and Visitor Organizations

Oversized Ledger #2 1963 – 1981  
Ledger Accounts of Expenses and Incomes Associated with  
Social Events of St. Luke Aid and Visitor Organizations

**Outside Items:**

Oversized Scrapbook #1	Recording Secretary Records	1931 – 1935
Oversized Scrapbook #2	History	1917 – 1938
Oversized Scrapbook #3	History	1938 – 1945
Oversized Scrapbook #4	History	1946 – 1954
Oversized Scrapbook #5	History	1954 – 1962