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.

COPYRIGHT
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.3 Constitution Not Dated
f.4 Staff Organization Listing 1967 – 1987
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.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
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<td>Committee Chairman Guidance</td>
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<td>Welfare Committee</td>
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<td>Resolution with University of Arizona</td>
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<td>Building Renovation Contract</td>
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<td>Study Committee</td>
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<td>Budget, and Financial Statements</td>
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<td>f.58</td>
<td>Audit and Tax Returns</td>
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<td>1997</td>
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<td>Budget, and Financial Statements</td>
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<td>Budget</td>
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<td>f.66</td>
<td>Investment Summary</td>
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<td>Investments (First Interstate Bank)</td>
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<td>Investments (Northern Trust Bank of Arizona)</td>
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<td>Endowment Funds</td>
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<td>Checkbook Stubs</td>
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<td>1983 – 1992</td>
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<td>f.73</td>
<td>Evaluation Report</td>
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<td>Study for Home for Elderly</td>
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<td>Study for Supervisory Care Facility for Older People</td>
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<td>Study for Home for Women</td>
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<td>Newsletters</td>
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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
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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.97 Postal Bulk Rate Mailings 1982 – 1989
f.98 Stationary N.D.


f.99 History N.D.
f.101 Policies & Procedures 1978
f.102 Constitution (Changes) N.D.
f.103 Yearly Handbooks 1966 – 1967

Box 7

f.108 Committee Organization 1962 – 1968
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.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.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.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.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.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

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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.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.198 Charity Ball – Baile de las Flores Event 1971 – 1973
f.199 Charity Ball – Baile de las Flores Event 1974 – 1978
f.201 Charity Ball – Baile de las Flores Event 1994 – 1995

**Box 12**

f.211 History 1980
f.212 Articles of Incorporation 1980
f.213 By-Laws of Incorporation 1980/1981
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
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<td>Rules and Regulations for Health Care Institutions (Chapter 10)</td>
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<td>Supervisory Care Manual</td>
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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