

ALIVE (ALExandrians InVolved Ecumenically) Records MS300

ALIVE (ALExandrians InVolved Ecumenically) Records (MS300)

1969-1995



Title Statement

ALIVE (ALExandrians InVolved Ecumenically) Records MS300

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Publication Statement

Publisher: Local History and Special Collections Branch, Alexandria Library

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Alexandria, VA 22314
Business Number: 703-746-1791
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URL: <http://alexlibraryva.org/lhsc>



4/3/2018

Profile Description

Creation: This finding aid was produced using ArchivesSpace on 2023-12-15 14:27:42 +0000.

Language Usage: Description is written in: English, Latin script.

Descriptive Rules: Describing Archives: A Content Standard

Descriptive Summary

Unit ID

MS300

Unit Date

1969-1995

Language

English .

Extent

1.16 Cubic Feet 4 boxes 12.5 x 5 x 10.25, 12.5 x 2.5 x 10.25, 15.5 x 2.5 x 10.25

Repository

Local History and Special Collections Branch, Alexandria Library

Administrative Information

Biographical / Historical

Inspired by the recently established Annandale Christian Community for Action, 17 Protestant, Catholic, Jewish, and Baha'i congregations of Alexandria came together in May 1969 to form ALIVE! (Alexandrians

Involved Ecumenically) to coordinate their charitable efforts to provide assistance to those in need in their community. The number of member congregations grew from 17 to 27 by 1973, 35 by 1983, 38 by 1994, to 42 today.

At least through 1994, presidents of ALIVE! served for only a single fiscal year with the exception of founding president Bob Young, who served two non-consecutive terms. Present-day executive directors by contrast have served as long as a decade. For much of the period of these records ALIVE!'s component committees operated with a high degree of autonomy, and while annual turnover was common for the chairs of committees in these early years, individuals could remain prominently involved in them for significant lengths of time.

The initial committees of 1969 were Furniture, Food, Housing, Clothing and Family Emergency, most of which survive to this day in some modern form. The ALIVE! House shelter was established in 1971, opening the following year. The Child Development Center was established in June 1972. Many other programs were also created over the years. If they proved less enduring, they were nonetheless significant to the people that they helped. Demand for services greatly increased in the early 1980s even as some established forms of financial support dropped off, this led to a series of articles in the Alexandria Journal in 1982 questioning whether the organization would even survive. It did.

In 1988, an outside management consultant was brought in to file a report on the administrative and financial management of ALIVE! In 1990, due the pressing necessity to qualify for assistance in renovating the ALIVE! House, which had been purchased the previous year, the organization instituted an annual audit and commissioned a history of the property. The auditor questioned the independence of ALIVE!'s component committees and suggested the appointment of a paid executive director, an issue that was the subject of considerable study and debate within the organization. This culminated in a 1992 decision that ALIVE! was not yet big enough to warrant such a position. The decision to hire an executive director would not be made until 2004, although it is interesting to note that ALIVE!'s fliers changed the heading for its list of officers and chairpersons from "Board of Directors" to "Executive Directors" in 1990.

Other changes during this period included the 1990 decision for ALIVE! to join the Combined Federal Campaign, the changing of the fiscal year in 1992 from one ending on August 31st to one following the Alexandria municipal fiscal year that ends on June 30th, and the beginning of the newsletter's transition toward its modern incarnation, The ALIVE! Wire, in 1991.

The renovation of ALIVE! House was completed in May 1994 just in time for ALIVE! to celebrate its 25th anniversary later that year. Its commemorations included Alexandria Mayor Patricia Ticer proclaiming May 1, 1994 "ALIVE! Day" as well as a number of efforts to preserve the history of ALIVE! These included Eleanor S. Wainstein writing an official history and preserving oral accounts as well as the donation of a part of ALIVE!'s records to the Alexandria Public Library to form the present collection.

Scope and Contents

The ALIVE! collection contains annual reports, financial records, correspondence, minutes, training materials, flyers, clippings, and newsletters from throughout the history of the organization but with an emphasis on the 1980s and early 1990s. It also contains material from individual committees and programs, and particularly the Family Emergency Committee. For additional detail see the descriptions of the individual series.

Keywords

Charities -- Virginia -- Alexandria

Charities -- Church charities

Arrangement

The collection is divided into 10 series, some of which are divided into subseries. Both are generally arranged chronologically. In the case of Series VI, the subseries are arranged by the date of our most recent records concerning them.

They are as follows:

Series I: Annual Reports Series II: Financial Records -Subseries: Budgets -Subseries: IRS Form 990 -Subseries: Audits

Series III: Correspondence

-Subseries: Internal

-Subseries: External

- Subseries: Guests and Speakers
- Subseries: Donors
- Series IV: Miscellaneous Central Records
- Series V: Volunteers and Training
- Series VI: Committee, Program and Issue Records
 - Subseries: Jail Services
 - Subseries: Refugee Committee
 - Subseries: Furniture Committee
 - Subseries: Energy Share - VEPCO
 - Subseries: Aging
 - Subseries: Emergency Needs Task Force
 - Subseries: Housing
 - Subseries: Family Emergency Committee Records Compiled by Burt Moyer
 - Subseries: Family Emergency Committee Statistics
- Series VII: Events
 - Subseries: Anniversary Celebrations
 - Subseries: Rededication of ALIVE! House
- Series VIII: News Clippings
- Series IX: Newsletters
 - Subseries: ALIVE! Newsletter
 - Subseries: The ALIVE! Wire
- Series X: Flyers

Description of Subordinate Components

Series I: Annual and Biennial Reports

Unit Date 1969-1995, 2009-2014

Text 1 (box)

Language English.

Access Restrictions

Legal Status

Scope and Contents

ALIVE's annual reports, arranged by fiscal year, are typically composites of brief reports from its main office and component committees with financial reports attached at the end and often a message from the president. The ALIVE! fiscal year ended on August 31st for most of its early history, but switched in 1992 to a fiscal year ending on June 30th (the current fiscal year of the City of Alexandria). It should be noted that the 1991-1992 fiscal year was only 10 months long.

The three reports for the fiscal years 1971-1972, 1974-1975, and 1975-1976 are missing from the records. Biennial reports for the fiscal years 2009-2014 are available from the ALIVE! Website.

Annual Reports

Unit Date 1969-1970

Text 1 (box)

Container 1 (folder)

Language English.

Annual Reports**Unit Date** 1970-1971**Text** 1 (box)**Container** 2 (folder)**Language** English.**Annual Reports****Unit Date** 1972-1973**Text** 1 (box)**Container** 3 (folder)**Language** English.**Annual Reports****Unit Date** 1973-1974**Text** 1 (box)**Container** 4 (folder)**Language** English.**Annual Reports****Unit Date** 1976-1977**Text** 1 (box)**Container** 5 (folder)**Language** English.**Annual Reports****Unit Date** 1977-1978**Text** 1 (box)**Container** 6 (folder)**Language** English.**Annual Reports****Unit Date** 1978-1979**Text** 1 (box)**Container** 7 (folder)**Language** English.**Annual Reports****Unit Date** 1979-1980**Text** 1 (box)**Container** 8 (folder)**Language** English.**Annual Reports****Unit Date** 1980-1981**Text** 1 (box)**Container** 9 (folder)**Language** English.

Annual Reports**Unit Date** 1981-1982**Text** 1 (box)**Container** 10 (folder)**Language** English.**Annual Reports****Unit Date** 1982-1983**Text** 1 (box)**Container** 11 (folder)**Language** English.**Annual Reports****Unit Date** 1983-1984**Text** 1 (box)**Container** 12 (folder)**Language** English.**Annual Reports****Unit Date** 1984-1985**Text** 1 (box)**Container** 13 (folder)**Language** English.**Annual Reports****Unit Date** 1985-1986**Text** 1 (box)**Container** 14 (folder)**Language** English.**Annual Reports****Unit Date** 1986-1987**Text** 1 (box)**Container** 15 (folder)**Language** English.**Annual Reports****Unit Date** 1987-1988**Text** 1 (box)**Container** 16 (folder)**Language** English.**Annual Reports****Unit Date** 1988-1989**Text** 1 (box)**Container** 17 (folder)**Language** English.

Annual Reports**Unit Date** 1989-1990**Text** 1 (box)**Container** 18 (folder)**Language** English.**Annual Reports****Unit Date** 1990-1991**Text** 1 (box)**Container** 19 (folder)**Language** English.**Annual Reports****Unit Date** 1991-1992**Text** 1 (box)**Container** 20 (folder)**Language** English.**Annual Reports****Unit Date** 1992-1993**Text** 1 (box)**Container** 21 (folder)**Language** English.**Annual Reports****Unit Date** 1993-1994**Text** 1 (box)**Container** 22 (folder)**Language** English.**Annual Reports****Unit Date** 1994-1995**Text** 1 (box)**Container** 23 (folder)**Language** English.**Biennial Reports****Unit Date** 2009-2014**Language** English.**Access Restrictions****Legal Status****Series II: Financial Records****Unit Date** 1980-1992, 2010-2017**Text** 1 (box)**Language** English.**Access Restrictions****Legal Status****Scope and Contents**

The financial records series includes detailed budgets for 1988/1989 and 1989/1990, as well as the filings of IRS form 990 for tax exempt organizations for 1980 and 1991. IRS filings are available on the ALIVE!

website for the year 2010 onward.

Also included are independent audit reports from 1990-1992, on the change in fiscal year calculation during that period see Annual Reports. Financial statements including independent auditor's reports are available on the ALIVE! website for 2010 onward.

Budgets

Unit Date 1988-1990

Text 1 (box)

Container 24 (folder)

Language English.

IRS Form 990: Return of Organizations

Unit Date 1972-1991

Text 1 (box)

Container 25 (folder)

Language English.

IRS Form 990: Return of Organization Exempt From Income Tax

Unit Date 2010-2017

Language English.

Audit

Unit Date 1990 August

Text 1 (box)

Container 26 (folder)

Language English.

Audit

Unit Date 1991 August

Text 1 (box)

Container 27 (folder)

Language English.

Audit

Unit Date 1992 August

Text 1 (box)

Container 28 (folder)

Language English.

Financial Statements

Unit Date 2010-2017

Language English.

Series III: Correspondence

Unit Date 1976-1992

Text 2 (box)

Language English.

Scope and Contents

ALIVE!'s correspondence files have been arranged into four chronological subseries. The first consists of internal memoranda, notes, and bulletins dealing with issues within the organization. The second deals with most external correspondence, including with other organizations and government agencies. The third covers correspondence with guest speakers and guests in general and consists largely of invitations

and expressions of gratitude. The fourth contains correspondence with donors beyond ALIVE!'s membership and has been restricted due to some donations having been made anonymously.

Internal

Unit Date 1976-1992

Text 2 (box)

Container 1 (folder)

Language English.

External

Unit Date 1982-1992

Text 2 (box)

Container 2 (folder)

Language English.

Guests and Speakers

Unit Date 1982-1985

Text 2 (box)

Container 3 (folder)

Language English.

Donors

Unit Date 1982-1986

Text 2 (box)

Container 4 (folder)

Language English.

Series IV: Miscellaneous Central Records

Unit Date 1982-1993

Text 2 (box)

Language English.

Scope and Contents

This series contains all records relating to ALIVE! as a whole that do not fall under other series. It includes a file of schedules and lists that provides valuable information on who held which posts within ALIVE! and as congregational representatives over a decade of its history, several sets of brief minutes from ALIVE! meetings (see newsletters for more information), and some records on the question of appointing a paid executive director.

Lists and Schedules

Unit Date 1982-1993

Text 2 (box)

Container 5 (folder)

Language English.

Minutes of Board Meetings

Unit Date 1988-1993

Text 2 (box)

Container 6 (folder)

Language English.

Executive Director Study

Unit Date 1987-1992

Text 2 (box)
Container 7 (folder)
Language English.

Series V: Volunteers and Training

Unit Date 1974, and Undated

Text 2 (box)

Language English.

Scope and Contents

This series contains a 1974 training manual on working at ALIVE! and various flyers and handouts for volunteers for different ALIVE! committees.

ALIVE! Handbook 1973-1974

Unit Date 1974

Text 2 (box)

Container 8 (folder)

Language English.

Miscellaneous Instructions on Volunteering

Unit Date Undated

Text 2 (box)

Container 9 (folder)

Language English.

Series VI: Committee, Program and Issue Records

Unit Date 1971-1991

Text 2 (box)

Text 3 (box)

Language English.

Scope and Contents

This series includes records from individual committees and programs as well as specific issues that arose at one time or other, like the scramble to transport a large number of mattresses made available in Annapolis. The largest portion consists of records from the Family Emergency Committee.

Jail Services

Unit Date 1980

Text 2 (box)

Container 10 (folder)

Language English.

Refugee Committee

Unit Date 1981

Text 2 (box)

Container 11 (folder)

Language English.

Furniture Committee, "Annapolis Caper"

Unit Date 1982 June-August

Text 2 (box)

Container 12 (folder)

Language English.

Energy Share - VEPCO

Unit Date 1983-1984

Text 2 (box)

Container 13 (folder)

Language English.

Aging

Unit Date 1983-1984

Text 2 (box)

Container 14 (folder)

Language English.

Emergency Needs Task Force

Unit Date 1981-1982

Text 2 (box)

Container 15 (folder)

Language English.

Emergency Needs Task Force

Unit Date 1982-1983

Text 2 (box)

Container 16 (folder)

Language English.

Emergency Needs Task Force

Unit Date 1984-1985

Text 2 (box)

Container 17 (folder)

Language English.

Housing - Shelters

Unit Date 1984-1985

Text 2 (box)

Container 18 (folder)

Language English.

Housing - Advocacy

Unit Date 1989 March-September

Text 2 (box)

Container 19 (folder)

Language English.

Family Emergency Committee Records Compiled by Burt Moyer

Unit Date 1982 May-November

Text 3 (box)

Container 1 (folder)

Language English.

Family Emergency Committee Records Compiled by Burt Moyer

Unit Date 1983-1988

Text 3 (box)

Container 2 (folder)

Language English.

Family Emergency Committee Records Compiled by Burt Moyer

Unit Date 1989-1991

Text 3 (box)

Container 3 (folder)

Language English.

Family Emergency Committee Statistics

Unit Date 1971-1981

Text 3 (box)

Container 4 (folder)

Language English.

Family Emergency Committee Statistics

Unit Date 1982 January-September

Text 3 (box)

Container 5 (folder)

Language English.

Series VII: Events

Unit Date 1988-1994

Text 4 (box)

Language English.

Scope and Contents

The events series contains documents relating to ALIVE!'s 20th and 25th anniversary celebrations including histories of the organization. It also includes documentation on the renovation of ALIVE! House at 125 Payne in 1994 including a house history by Ruth Kaye.

Anniversary Celebration (20 years)

Unit Date 1988-1989

Text 4 (box)

Container 1 (folder)

Language English.

Anniversary Celebration (25 years)

Unit Date 1990

Text 4 (box)

Container 2 (folder)

Language English.

Rededication of ALIVE! House at 125 Payne Street and House History

Unit Date 1990-1994

Text 4 (box)

Container 3 (folder)

Language English.

Series VIII: News Clippings

Unit Date 1982 July-August

Text 4 (box)

Language English.

Scope and Contents

A group of news clippings about ALIVE! from the Alexandria Journal was collected during the Summer of 1982, there are no newsletters for this period, due to the absence of official meetings between June and September of that year. The articles evoke a sense of crisis largely absent from official newsletters and reports.

News Clippings

Unit Date 1982 July-August

Text 4 (box)

Container 4 (folder)

Language English.

Series IX: Newsletters

Unit Date 1981-1992, 2002-2018

Text 4 (box)

Language English.

Access Restrictions

Legal Status

Scope and Contents

ALIVE! has had two runs of newsletters. The first was a run of simple monthly newsletters on single double-sided sheets, which included in some cases the minutes of meetings and financial reports from committees, and thus overlap significantly in content with other series. A second and more traditional newsletter, "The ALIVE! Wire," began in Dec. 1991 and continued with "vol.2" in Oct. 1992 running concurrently with the original and continued to the present day with increasing regularity. More recent issues from the Fall of 2002 onward are available from the ALIVE! website.

ALIVE! Newsletter

Unit Date 1981-09-1987-11

Text 4 (box)

Container 5 (folder)

Language English.

ALIVE! Newsletter

Unit Date 1988-01-1992-06

Text 4 (box)

Container 6 (folder)

Language English.

The ALIVE! Wire

Unit Date 1991-12-1992-10

Text 4 (box)

Container 7 (folder)

Language English.

The ALIVE! Wire

Unit Date 2002-2018

Language English.

Series X: Flyers**Unit Date** 1973-1974**Text** 4 (box)**Language** English.**Scope and Contents**

The ALIVE! flyers contains two types of documents. The first is general flyers about the organization, which include a great deal of general information such as lists identifying the occupants of different executive positions for each year. The second consists of flyers for specific programs and events.

ALIVE! General Brochures**Unit Date** 1973-1994**Text** 4 (box)**Container** 8 (folder)**Language** English.**Miscellaneous****Unit Date** 1986-1994**Text** 4 (box)**Container** 9 (folder)**Language** English.