



**Hamilton Library
Cumberland County Historical Society
Carlisle, PA**

COLLECTION REGISTER

Name: **St. John's Episcopal Church, Carlisle, PA**

Material: Papers (1760-present)

Volume: 7 linear feet

Donation: On deposit 2016, Previously held at Dickinson College from 1967

Usage: These materials have been deposited with no restrictions on usage.

HISTORICAL NOTE

The history of the Episcopal church in Carlisle began in 1751 when Richard Peters, an agent for the Penn family, reserved a lot on the town square, measuring 180 by 200 feet, for the use of the Church of England. A missionary priest, the Rev. George Craig, who celebrated the first Eucharist in Carlisle on Trinity Sunday, 1752, described the setting as, "a place where they have no church, and no missionary ever was before."

St. John's Parish was established in 1755 by the Rev. Thomas Barton, as part of a three-parish circuit mission supported by the Society for the Propagation of the Gospel, the famous missionary arm of the Church of England. Barton describes Carlisle as, "the very frontier of Messiah's kingdom...the remotest part of the West." The other churches in the circuit were St. John's, York and Christ Church, Huntington, near York Springs, organized in 1747. The Rev. Barton and his successors rode this seventy-mile circuit for fifty years.

Carlisle's first services were held in a temporary log building. However, in 1761 construction began on a small stone church and proceeded erratically, the victim of Indian wars and the delay caused by the Revolution. When finally completed in 1768 the building was used until 1825. St. John's was first incorporated under Pennsylvania law in 1794, and obtained its present charter in 1826.

The present church, constructed using the material from the first church, was consecrated on July 8, 1827 by Bishop William White. The building, whose rough stone walls were plastered inside and out, had a tower at the east end. In 1861 the original tower and organ loft were removed, the present tower at the west end built, and the simple exterior was decorated in the bracketed Norman style. This expanded building was consecrated by Bishop Alonzo Potter.

The people of St. John's have long been involved in education. Sunday School was held in the cellar starting in the late 1820's. In addition, the parish over the years operated the Mary Institute for girls, the Industrial School for Carlisle's black children, and classes for deaf mutes.

A one-and-a-half story "Chapel" or Parish House was built in 1885 to accommodate instruction of the increased numbers of parish and Indian children. Until the dissolution of the Indian School in 1920, the half-story loft was used for the Indians' church school. Years later, in 1953, the Parish House was expanded to two full stories.

The current configuration of the church itself dates from the late 1890's when a large renovation project extended the east wall to provide room for the choir pews, the marble altar and reredos, and the chancel stained glass windows. These revisions were consecrated in 1898 by Bishop Ethelbert Talbot.

As St. John's approaches its 250th anniversary celebration, its parish family numbers approximately 900. A ten-year phased program of construction has provided improved space, allowing worship, education and the ministries of the church to flourish. A new Parish Hall, cloister and office complex (1986), Undercroft (1989), exterior stucco replacement (1992), and renovation of the church interior (1995) were consecrated initially by Bishop Dean Stevenson and later by Bishop Charlie McNutt.

St. John's outstanding Outreach Ministries, including refugee resettlement and the Summer Program for Youth, led to recognition of the parish as a Jubilee Center in 1990 by the National Church. The Parish Health Ministries have been recognized on a diocesan level.

St. John's Parish has now come full circle. Just as the missionary priests established a new church in Carlisle in 1752, the people of St. John's are committed to establishing a new Episcopal Church in the area of South Mountain in 2002.

COLLECTION DESCRIPTION

The papers of the St. John's Episcopal Church are comprised of records from the founding of the church up through the present day. They have been arranged into fourteen record groups as follows: RG 1 – Parish Registers; RG 2 – Vestry Minutes; RG 3 – Annual Meeting and Parochial Reports; RG 4 – Registers of Church Services and Guests; RG 5 – Financial and Legal Papers; RG 6 – Physical Plant; RG 7 – Correspondence; RG 8 – Personnel; RG 9 – Societies and Associations; RG 10 – Printed Materials; RG 11 - Miscellaneous; RG 12 – Historical Data; RG 13 – Photographs; RG 14 – Artifacts. The description for each record group appears before its inventory.

COLLECTION INVENTORY

RG 1 – PARISH REGISTERS

RG 1 DESCRIPTION

RG 1, Parish Registers, consists of five books of parish Registers, ten church directories, and three separate register leaves. The parish registers record members' names and addresses, baptisms, weddings, confirmations, and burials. The church directories contain photos of members along with their names and addresses. The loose leaves contain information of baptisms, births, and confirmations.

RG 1 INVENTORY

RG 1 PARISH REGISTERS

1.1 Parish Registers

- 1.1.1 1793-1882
- 1.1.2 1881-1886
- 1.1.3 1887-1918
- 1.1.4 1918-1946 (oversized box 1)
- 1.1.5 1946-1979 (oversized box 1)

1.2 Church Directories

- 1.2.1 1969 (2 copies)
- 1.2.2 1976
- 1.2.3 1979
- 1.2.4 1983
- 1.2.5 1986
- 1.2.6 1990
- 1.2.7 1992
- 1.2.8 1995
- 1.2.9 1998

1.3 Miscellaneous

- 1.3.1 Leaf from John Campbell's baptismal record – 1800-1801
- 1.3.2 List of 26 confirmations – 12 Aug. 1821
- 1.3.3 Leaf from parish register– 24 Aug. 1827-31 Oct. 1830 (oversized box 1)
- 1.3.4 Church Membership Statistics – 1967

RG 2 – VESTRY MINUTES

RG 2 DESCRIPTION

RG 2, Vestry Minutes, consists of the minutes of the meetings of the Vestry, the governing body of the church. The limits of eighteenth and nineteenth century travel and communication dictated that various business matters were dealt with at the same time and were often recorded together in the same document. Therefore, the two earlier bound volumes of minutes also contain accounts of the Vestry treasurer. (The separate treasurer's account books are housed in RG 5 – Financial and Legal Papers.)

RG 2 INVENTORY

RG 2 VESTRY MINUTES AND ACCOUNTS

2.1 Vestry Minutes

- 2.1.1 Minutes and Accounts (bound) – 1795-1827
- 2.1.2 Minutes (bound) – 1827-1866
- 2.1.3 Minutes (bound) – 1889-1942
- 2.1.4 Minutes (bound) – 1942-1955
- 2.1.5 Minutes (bound) – 1955-1968
- 2.1.6 1965
- 2.1.7 1966
- 2.1.8 1967
- 2.1.9 1968
- 2.1.10 1969
- 2.1.11 1970
- 2.1.12 1971
- 2.1.13 1972
- 2.1.14 1973
- 2.1.15 1974
- 2.1.16 1975
- 2.1.17 1976
- 2.1.18 1977
- 2.1.19 1978
- 2.1.20 1979
- 2.1.21 1980
- 2.1.22 1981
- 2.1.23 1982
- 2.1.24 1983
- 2.1.25 1984
- 2.1.26 1985
- 2.1.27 1986
- 2.1.28 1987

- 2.1.29 1988
- 2.1.30 1989
- 2.1.31 1990
- 2.1.32 1991
- 2.1.33 1992
- 2.1.34 1993
- 2.1.35 1994
- 2.1.36 1995
- 2.1.37 1996
- 2.1.38 1997
- 2.1.39 1998
- 2.1.40 1999

2.2 MISCELLANEOUS

- 2.2.1 Vestry resolutions regarding death of Henry L. Warren – undated
- 2.2.2 List of Vestrymen and Wardens elected – 3 June 1793
- 2.2.3 Resolution to thank Mrs. Campbell for silver tankard – 21 Jan. 1829
- 2.2.4 Vestry By-laws – 4 Sept. 1830 (revised 5 May 1838)
- 2.2.5 Vestry minutes – 12 June 1866
- 2.2.6 Vestry minutes (ordered to be expunged) – 12 Aug. 1890
- 2.2.7 Vestry History – assembled for the 250th anniversary (oversized) – 2001

RG 3 – ANNUAL MEETING AND PAROCHIAL REPORTS

RG 3 DESCRIPTION

RG 3, Annual Meeting and Parochial Reports, represents annual statistics of the church membership. It consists of the minutes and reports from the Annual Meetings of the entire church membership. Also included are annual parochial reports, church bulletins, and two monthly newsletters, “The Parish Record,” 1931 to 1932, and “Wings,” 1994 to the present.

RG 3 INVENTORY

RG 3 ANNUAL MEETING AND PAROCHIAL REPORTS

3.1 Annual Meeting Minutes

- 3.1.1 1965-1969
- 3.1.2 1972-1979
- 3.1.3 1980-1985, 1987, 1989
- 3.1.4 1991-1999
- 3.1.5 2000-2002

3.2 Annual Meeting Reports

- 3.2.1 1968
- 3.2.2 1978-1979
- 3.2.3 1980-1989
- 3.2.4 1990-1999
- 3.2.5 2000-2006

3.3 Parochial Reports

- 3.3.1 1946
- 3.3.2 1950-1959
- 3.3.3 1960-1969
- 3.3.4 1970-1979
- 3.3.5 1980-1989
- 3.3.6 1990-

3.4 Church Bulletins

- 3.4.1 250th Anniversary of the Society for the Propagation of the Gospel and the
200th Anniversary of St. John’s Church – 12 Oct. 1951
Bicentennial Service – 5 Sept. 1976
Ordination of Rev. Nathan Dwight Baxter as priest – 16 Dec. 1977
- 3.4.2 Dedication of the Reese Memorial Organ – 11 May 1980
- 3.4.3 Burial Office for Canon William Henry Weitzel, Rector Emeritus – 26 July 1985

- 3.4.4 Ordination of Robert H. Schwartz as deacon – 28 June 1986
Rev. Dr. Mark A. Scheneman’s ministry begins – 29 June 1986
Typical Bulletin – 13 July 1986
- 3.4.5 Consecration of the Chapel of the Good Shepherd and Dedication of the New
Parish Hall – 2 Nov. 1986
160th Anniversary of the Consecration of St. John’s Church – 19 July 1987
Ordination of a Priest, Andrew James Sherman – 20 Feb. 1993
Preserving the Past, Anticipating the Future – c. 1994
- 3.4.6 Institution of Rev. Jane Wallace Barr as Associate Rector – 17 Sept. 2000
Requiem Eucharist for the Rev. Earl Ray Painter, Deacon – 16 Feb. 2001
249th Anniversary of St. John’s – 6 June 2001
- 3.4.7 Requiem Eucharist for Anne S. Hilton – 2 Jan. 2002
Dedication of the Canon Lloyd Education Center and Consecration of the
Children’s Chapel – 13 Nov. 2005

3.5 Newsletters

- 3.5.1 “The Parish Record” – 1931 (Aug. and Sept. missing)
- 3.5.2 “The Parish Record” – 1932 (July, Aug., and Sept. missing)
- 3.5.3 “Newsletter” – 1986 (Jan., Feb., Aug. Sept., Dec. missing)
- 3.5.4 “Wings” – 1994 (July and Nov. missing)
- 3.5.5 “Wings” – 1995 (Apr. missing)
- 3.5.6 “Wings” – 1996
- 3.5.7 “Wings” – 1997
- 3.5.8 “Wings” – 1998
- 3.5.9 “Wings” – 2000 (Feb., Mar., missing)
- 3.5.10 “Wings” – 2001 (Jan., Aug., Nov., Dec. missing)

RG 4 – CHURCH SERVICES REGISTERS AND GUEST REGISTERS

RG 4 DESCRIPTION

RG 4, Church Services Registers and Guest Registers, is comprised of bound registers recording church services and guests that attended the services.

RG 4 INVENTORY

RG 4 CHURCH SERVICES REGISTERS AND GUEST REGISTERS

4.1 Church Service Registers

4.1.1 1967-1976

4.1.2 1976-1984

4.2 Guest Registers

4.2.1 1976-1981

RG 5 – FINANCIAL AND LEGAL PAPERS

RG 5 DESCRIPTION

RG 5, Financial and Legal Papers, contains various materials related to the financial affairs of the church. These materials include general financial records such as account records and receipts, treasurer's reports, and materials dealing with church insurance policies. Bound cash books are included in the oversized box. The Legal papers include a certificate recording the official establishment of the church.

RG 5 INVENTORY

RG 5 FINANCIAL AND LEGAL PAPERS

5.1 General Financial Records

- 5.1.1 List of members holding seats and pew money accounts – 1793
- 5.1.2 List of pew holders and rent – 1827, 1839, 1832
- 5.1.3 Vestry accounts (bound) – 1827-1832
- 5.1.4 Subscriptions, records of expenses – 1830-1835
- 5.1.5 Balance of accounts – 5 Aug. 1850
- 5.1.6 Parsonage loan receipt – 9 Aug. 1865
- 5.1.7 Cash receipts – 1875-1876
- 5.1.8 "Haverstick claim" settlement – 17 Aug. 1886
- 5.1.9 Church mortgage - 1946
- 5.1.10 Financial records – 1950-1959
- 5.1.11 Henrietta H. Viets Memorial Fund Account Book – 1962-1988
- 5.1.12 Statement of expected contributions to the Diocese of Harrisburg
Borough of Carlisle Tax Report
Budget – 1968

5.2 Treasurer's Reports

- 5.2.1 1907-1922
- 5.2.2 1964
- 5.2.3 1969
- 5.2.4 1970
- 5.2.5 1973
- 5.2.6 1974

5.3 Annual Financial Reports

- 5.3.1 1964-1969
- 5.3.2 1970-1979
- 5.3.3 1980-1982
- 5.3.4 2001

5.4 Parish Cash Books

5.4.1 1953 - 1958 (oversized box 2)

5.4.2 1958 - 1961 (oversized box 2)

5.5 Insurance Policies

5.5.1 Insurance policy – 1886

5.5.2 Correspondence re: fire insurance company – 1954-1960

5.5.3 Insurance policy report – 1954

5.5.4 Insurance policy – 1956

5.5.5 Insurance policy report – 1957

5.5.6 Insurance policy report – 1959

5.5.7 Insurance policy – 1963

5.5.8 Correspondence re: insurance policy – 1964

5.5.9 Insurance policy – 1964

5.5.10 Property inventory and appraisal – 1969

5.6 Legal Papers

5.6.1 Certificate of establishment of St. John's Church – 8 Apr. 1794 (oversized)
Articles of Incorporation (amended) – 1826

5.6.2 Charter and By-laws – 1947

5.6.3 Amendments to the Articles of Incorporation – 1971, 1978

RG 6 – PHYSICAL PLANT

RG 6 DESCRIPTION

RG 6, Physical Plant, consists of materials relating to the buildings and land belonging to the church. Such materials include deeds to the land, correspondence, agreements, and bills pertaining to the construction of the various buildings, as well as architectural plans. Several of these items are contained in oversized folders.

RG 6 INVENTORY

RG 6 PHYSICAL PLANT

6.1 Deeds

- 6.1.1 Copy of deed – 27 July 1799 (oversized)
- 6.1.2 Report on title to the northeast quarter of the square – 8 Oct. 1885
- 6.1.3 Deed to southwest corner of Hillside Dr. and Noble Blvd. – 28 Aug. 1965

6.2 Construction and Renovations – 1885-1964

- 6.2.1 Agreement with A. N. Brindle to build a chapel – 11 Mar. 1885
- 6.2.2 Correspondence between the church building committee and William Miller and Charles Burns, architect – Jan. 1886
- 6.2.3 Correspondence with W. H. Lee, architect – 1952-1961
- 6.2.4 Contract with R. S. Mowery and Sons, Inc. for renovations – June 1953
- 6.2.5 Committee for expansion and improvement – 1960
- 6.2.6 General correspondence – 1960-1964
- 6.2.7 Bids for goods and services – 1960-1963
- 6.2.8 Bills and receipts for goods and services – 1961-1964
- 6.2.9 Correspondence with David E. Brodsky Associates – 1962, 1971
- 6.2.10 Correspondence with J. H. Hankinson – 1965, 1997
- 6.2.11 Groenendall Study on the building – c. 1980
- 6.2.12 Draft of Alternatives to expansion plans – 1983
News Release about building dedications – 1986
Report of sub-committees, basis for the Forward Proposal – 1988
The Forward Campaign for renovations to the church – 1989
- 6.2.13 Stained glass history overview – c. 1987-2003

6.3 Architectural Plans

- 6.3.1 Drawing of steam heating plant, liner, and amount of radiation (oversized) – n.d.
- 6.3.2 Proposed Alterations & Additions to Church School Building (oversized) – 1957
- 6.3.3 Plot plan for addition to Church School (oversized) – Sept. 1960
- 6.3.4 Topographical plan (oversized) – Sept. – Oct. 1960
- 6.3.5 Addition to Church School: Elevations, Floor Plans (oversized) – Nov. 1960

- 6.3.6 Kitchen layout (oversized) – Dec. 1960
- 6.3.7 Pews and chimney drawings (oversized) – Apr. 1963
- 6.3.8 Rectory plans (oversized) – 1963-1964
- 6.3.9 Addition and Alterations to St. John's Church (oversized) – 1985
 - Lower Level Renovations to St. John's Church (oversized) – 1989
- 6.3.10 Interior Renovation of St. John's Episcopal Church (oversized) – 27 April 1995
 - Details of interior renovation, painted in color: tiles, decorative paintings

RG 7 – CORRESPONDENCE

RG 7 DESCRIPTION

RG 7, Correspondence, consists of letters written by various authors concerning church matters. These materials have been organized into four series according to their subject matter: General, History of St. John's Church by Merkel Landis, History of St. John's Church by Alan Carter Smith, and Christ Church of York Springs. The letters designated as General correspondence are written by various authors and contain church business. The correspondence of Merkel Landis and that of Alan Carter Smith regarding their respective histories have been organized into their own series, as have the letters of the members of Christ Church in York Springs, Pennsylvania. In all series the correspondence has been arranged chronologically.

RG 7 INVENTORY

RG 7 CORRESPONDENCE

7.1 General Correspondence

- 7.1.1 William Bell to George Hare – no date
William Line to Isaac Brown Parker – no date
Matilda Watts to Mr. Parker – 26 Oct.
- 7.1.2 Joseph Spencer to Isaac Brown Parker – 19 Aug. 1822
William White to Joseph Spencer – 5 Sept. 1829
James Hamilton, Jr. to Isaac Brown Parker and Edward Stiles – 8 Dec. 1829
- 7.1.3 George Hare to John Reed, Isaac Brown Parker and Edward Stiles – 27 Apr. 1830
Edward Stiles to Isaac Brown Parker – 31 Dec. 1836
D. U. Mahon to Isaac Brown Parker – 8 Dec. 1841
- 7.1.4 Jacob Morss to Frederick Watts and John Brown Parker – 10 Apr. 1850
William Norris to William Henderson and John Brown Parker – 1 Oct. 1850
Jacob Morss to wardens and Vestry – 1 June 1860
Clerc, Francis to Isaac Brown Parker – 15 Aug. 1865
- 7.1.5 Thomas Henry to the pastor of St. John's Church – 11 Jan. 1895
J. Webster Henderson to Alexander McMillan – 30 May 1895
[W. Gaston] to A. McMillan – 14 Sept. 1907
Duncan Veazey to Minnie Fraley – 23 June 1908
- 7.1.6 Lesley McCreath to Barton Minnick – 22 Apr. 1942
Lesley McCreath to Barton Minnick – 25 May 1942
William Montgomery to Earl Honaman – 13 Jan. 1949
- 7.1.7 Basil Roberts to "My dear Brother" [Earl Honaman?] – 29 April 1952
Albert Peterson to Robert Mowery – 29 June 1956
Albert Peterson to Robert Mowery – 11 Oct. 1956

- 7.1.8 Donald Rich, Jr. to John Fogel, S. Marshall Greason, and J. William Marsh – 4 May 1960
Dean of Carlisle, England to John Hilton – 8 Oct. 1960
Florence Leverett Hodge to John Hilton – 6 Oct. 1961
J. Boyd Landis and Joseph McIntosh to St. John's Episcopal Church – 21 Jan. 1963
- 7.1.9 Donald Friary to John Hilton – 13 Apr. 1966
Charles Coleman Sellers to John Hilton – 24 Oct. 1967
Carey Parry to Dr. and Mrs. H. S. Roe (postcard) – 6 Oct. 1975
- 7.1.10 Mark Scheneman to Joan Jurgensen (email) – 2 Feb. 2006

7.2 "History of the 'English Church'" by Merkel Landis – 1948-1949

(see also RG 10 for Merkel Landis' printed pamphlet and research notes)

- 7.2.1 Boyd Lee Spahr to Merkel Landis – 11 Oct. 1948
S. K. Stevens to Merkel Landis – 15 Oct. 1948
M. Luther Heisey to Merkel Landis – 26 Oct. 1948
Henry Young to Merkel Landis – 26 Oct. 1948
(enclosed, "Yearbook of the Historical Society of York Co.")
- 7.2.2 William Carling to Merkel Landis – 29 Oct. 1948
Arthur Graeff to Merkel Landis – 30 Oct. 1948
John [Levett] to Merkel Landis – 3 Nov. 1948
Merkel Landis to E. Clowes Chorley – 25 Nov. 1948
- 7.2.3 R. N. Williams to Merkel Landis – 16 Dec. 1948
Elizabeth Welsh to Merkel Landis – 17 Dec. 1948
E. Clowes Chorley to Merkel Landis – 18 Dec. 1948
[Muriel] Landers to Merkel Landis – 12 Jan. 1949

7.3 "History of St. John's Episcopal Church" by Alan Carter Smith – 1967-1968

- 7.3.1 V. Nelle Bellamy to Alan Carter Smith – 3 Nov. 1967
Alan Carter Smith to J. Wesley Twelves – 6 Nov. 1967
Martha Slooten to Historical Society of Pennsylvania – 9 Nov. 1967
J. Wesley Twelves to Alan Carter Smith – 14 Nov. 1967
John Kilbourne (Historical Society of PA) to Martha Slotten – 17 Nov. 1967
- 7.3.2 Neda Westlake to Alan Carter Smith – 9 Feb. 1968
Hannah Howell to Alan Carter Smith – 20 Feb. 1968
Leonidas Dodson to Alan Carter Smith – 5 Mar. 1968
John Kilbourne to Martha Slotten – 18 Mar. 1968
Virginia Paine to Alan Carter Smith – 23 Apr. 1968

7.4 Christ Church, York Springs, PA

- 7.4.1 Willis Doyle to pastors of churches in Diocese – no date
 - Helen Harman to Robert McCutchen – 19 Apr. 1938
 - Helen Harman to Robert McCutchen – 9 May 1938
 - Robert McCutchen to the Secretary of the Society for the Propagation of the Gospel – 11 May 1938
 - Robert McCutchen to Henry Phillips – 19 May 1938
 - Henry Phillips to Robert McCutchen – 20 May 1938
 - John Lydekker to Robert McCutchen – 27 May 1938

- 7.4.2 Robert McCutchen to John Lydekker – 4 June 1938
 - Blanche Thompson to Robert McCutchen – 17 June 1938
 - Henry Young to Robert McCutchen – 21 Sept. 1939
- 7.4.3 J. Raymond Kauffman to Mr. Hughes – 28 June 1940
 - Norma Lucas to Robert McCutchen – 29 July 1940
 - Robert McCutchen to Norma Lucas – 17 Aug. 1940
 - Paul Atkins to Robert McCutchen – 1 Nov. 1940
 - Paul Atkins to Robert McCutchen – 9 Nov. 1940
 - Paul Atkins to Robert McCutchen – 18 Nov. 1940 (enclosed, notes for address)
 - Robert McCutchen to H. C. Mallard – 18 July 1941
- 7.4.4 Edward Beetem to Robert McCutchen – 25 May 1947
 - Robert McCutchen to Edward Beetem – 2 July 1947
 - Robert McCutchen to *The Evening News* (Harrisburg, PA) – 5 July 1947
 - Robert McCutchen to *The Public Opinion* (Chambersburg, PA) – 5 July 1947
 - Robert McCutchen to *The Record Herald* (Waynesboro, PA) – 5 July 1947
 - Robert McCutchen to *The Sentinel* (Carlisle, PA) – 5 July 1947
- 7.4.5 Robert McCutchen to J. A. Martin – 9 Aug. 1948
 - V. Hummel Berghaus, Jr. to Robert McCutchen – 10 Sept. 1948
 - Mrs. Howard Imhoff to Robert McCutchen – 10 Sept. 1948
 - Robert McCutchen to Canon – 14 Sept. 1948
 - Robert McCutchen to Earl – 14 Sept. 1948
 - Robert McCutchen to Mr. And Mrs. William Flickinger – 14 Sept. 1948
 - Robert McCutchen to Miss Penrose – 14 Sept. 1948
 - Robert McCutchen to Mr. Redmond – 14 Sept. 1948
 - Robert McCutchen to Mrs. J. E. Wayne – 14 Sept. 1948
- 7.4.6 Robert McCutchen to V. Hummel Berghaus, Jr. – 18 Sept. 1948
 - V. Hummel Berghaus, Jr. to Robert McCutchen – 22 Sept. 1948
 - Robert McCutchen to V. Hummel Berghaus – 27 Sept. 1948

RG 8 – PERSONNEL

RG 8 DESCRIPTION

RG 8, Personnel, consists of materials relating to the various members of the clergy and staff of the church. The materials, which include résumés, sermons, etc., have been arranged chronologically by the date of first association of each individual with the church.

RG 8 INVENTORY

RG 8 PERSONNEL

8.1 Personal Papers

- 8.1.1 Thomson, William (Rector, 1760-1769)
- 8.1.2 Jurgensen, Joan (Parishioner, member of various committees, 1972-)
- 8.1.3 Scheneman, Mark A. (Rev. Canon, 1986-)
- 8.1.4 Sherman, Andrew J. (Deacon, Assistant Pastor, 1993-)
- 8.1.5 Wilkinson, Marcia C. (Deacon, Associate Pastor, 1996-)
- 8.1.6 Barr, Jane W. (Associate Pastor, 2000-)

RG 9 – SOCIETIES AND ASSOCIATIONS

RG 9 DESCRIPTION

RG 9, Societies and Associations, consists of the minutes and notes of the ten societies and associations of St. John's. The materials have been arranged alphabetically according to which society or association they pertain: Altar Guild, Domestic Missionary Society, Historical Association, Ladies' Guild, Parish Association, Sewing Society, St. Margaret's Society, St. John's Altar Society, St. John's Altar Guild, and Women's Auxiliary or Episcopal Church Women. Several of these groups are Altar Guild organizations that have different names, but perform the same function of preparing the altar for services. Materials within these series are arranged chronologically.

RG 9 INVENTORY

RG 9 SOCIETIES AND ASSOCIATIONS

9.1 Altar Guild

9.1.1 Trust Fund – 1979

9.2 Domestic Missionary Society

9.2.1 Edict and constitution – 13 Oct. 1828

9.3 Historical Association

9.3.1 Bound volume of miscellaneous business

9.4 Ladies' Guild

9.4.1 Minutes (bound) – 1874-1880

9.4.2 Minutes (bound) – 1880-1905

9.4.3 Minutes – 1905-1910

9.5 Parish Association

9.5.1 Constitution and minutes (bound) – 1861-1910

9.5.2 Minutes (bound) – 1872-1910

9.5.3 Short history of the Parish Association, 1841-1877 – no date

9.6 Sewing Society

9.6.1 Accounts (bound) – 1836-1867

9.6.2 Constitution and By-laws

9.7 Social Action and Welfare Committee

9.7.1 Minutes – 16 April 1970

9.8 St. Margaret's Society

9.8.1 Minutes (bound) – 1887-1891

9.9 St. John's Altar Society

9.9.1 Minutes (bound) – 1887-1920

9.10 St. John's Guild

9.10.1 Minutes (bound) – 1916-1933

9.10.2 Minutes (bound) – 1934-1942

9.10.3 Miscellaneous notes – 12 Mar. 1934

9.10.4 Minutes (bound) – 1944-1945

9.11 Episcopal Church Women

9.11.1 Minutes (bound) – 1926-1939 (Women's Auxiliary)

9.11.2 Minutes (bound) – 1940-1947 (Women's Auxiliary)

9.11.3 Minutes (bound) – 1947-1961 (Women's Auxiliary)

9.11.4 Trust Fund – 1949

9.11.5 Minutes (bound) – 1961-1962 (Women of St. John's)

9.11.6 Minutes (bound) – 1962-1977

9.11.7 Minutes (bound) – 1977-1988

RG 10 – PRINTED MATERIALS

RG 10 DESCRIPTION

RG 10, Printed Materials, consists of pamphlets, leaflets, and other publications. These materials have been listed alphabetically by author, and by title in the absence of author's name.

RG 10 INVENTORY

RG 10 PRINTED MATERIALS

- 10.1.1 Andrews, Henry White. "Rev. John Andrews" – no date
St. John's Episcopal Church, York, PA. "Ceremonies Attending the Unveiling of the Tablet in Memory of Rev. John Andrews" – 1910
- 10.1.2 Beetem, Charles Gilbert. "Colonial Carlisle Plans and Maps for the Design of Its Public Square" – 1959
- 10.1.3 Christ Church, York Springs, PA. Bulletin for Service of Evensong – 21 Sept. 1980
- 10.1.4 "The Harrisburg Churchman," vol. 37 no.33 – Oct. 1948
- 10.1.5 Landis, Merkel. "The 'English Church' in Carlisle" – 1949 (with research notes)
(see also RG 7 for related correspondence)
- 10.1.6 "Preserving the Past, Anticipating the Future" – 1994
- 10.1.7 "St. John's Episcopal Church, Carlisle, Pennsylvania: A Guide to the Building & Furnishings – c. 1995
- 10.1.8 "St. John's Episcopal Church on the Square: A Profile" – c. 1985
- 10.1.9 St. John's Episcopal Church, York, PA. Bulletin for 175th Anniversary – 14 Nov. 1940
- 10.1.10 St. John's Episcopal Church, York, PA. "St. John's Advocate" – 5 Nov. 1940
St. John's Episcopal Church, York, PA. "St. John's Advocate" – 10 Oct. 1948
- 10.1.11 Shepherd, Massey H., ed. "Holy Week Offices – 1958 (5 pamphlets)
- 10.1.12 "The Spire on the Square: A History of St. John's Episcopal Church Carlisle, Pennsylvania 1752 - 2002" - 2002
- 10.1.13 "'Twas I, Lord Jesus: Meditation for Good Friday" – 1967 (4 copies)
- 10.1.14 Viets, H. D. "The Canterbury Weekly" – 1939-1940 (15 issues)

RG 11 – MISCELLANEOUS

RG 11 DESCRIPTION

RG 11, Miscellaneous, consists of miscellaneous materials, such as lithographs, cards, and drawings for the woodcuts depicting the Stations of the Cross at St. John's Episcopal Church. Some of the materials are contained in oversized folders. The materials of this record group have been arranged chronologically.

RG 11 INVENTORY

RG 11 MISCELLANEOUS

11.1 General

- 11.1.1 Lithograph of William Herbert Marsden (2) – no date
- 11.1.2 Cards for Preparation of the Mass (2) – no date
- 11.1.3 List of 31 consecrations at Christ Church – 16 Aug. 1821
- 11.1.4 Announcement for laying of the cornerstone in the *American Volunteer* – 10 Aug 1826 (oversized)
- 11.1.5 Letter of consecration of St. John's Episcopal Church – 18 Dec. 1861
- 11.1.6 Postcard of the Carlisle Square – 1862
- 11.1.7 Lithograph of Frederick Watts – c1873
- 11.1.8 Card for Easter Sunday service - 1876
- 11.1.9 Powell, Arthur. "Centennial Sermon" – 18 Sept. 1887
- 11.1.10 Hotchkin, S. F. "Memoirs of Rev. James Montgomery, D. D." – 1899
- 11.1.11 *The Evening Sentinel*, on Anne Hilton's death – 14 March 1957 (oversized)
- 11.1.12 Articles on plans for expanding St. John's, with corrections – April 1959
- 11.1.13 St. John's Church Fact Sheet – 1968
- 11.1.14 Sermon for Trinity – "Heritage Sunday" – 7 June 1998
- 11.1.15 Rector's Tribute to Deacon Earl R. Painter, clipping from *Wings* [?] – 2002
Upstairs Renovation Project, clipping from *Wings* – Jan. 2004
Support St. John's Outreach Programs with An Old-fashioned Hoedown – 2005
Lloyd Center Dedication – 2005

11.2 Stations of the Cross

- 11.2.1 Drawings for the woodcuts depicting the Stages of the Cross – no date (oversized)

RG 12 – HISTORICAL DATA

RG 12 DESCRIPTION

RG 12, Historical Data, consists of histories of St. John's Episcopal Church in Carlisle and Christ Church in York Springs. Also included are research notes and handwritten accounts for those histories. The author's name has been listed where available, and the materials have been arranged in chronological order.

RG 12 INVENTORY

RG 12 HISTORICAL DATA

12.1 St. John's Episcopal Church, Carlisle, PA

- 12.1.1 History of St. John's Church – no date (3)
- 12.1.2 Notes on St. John's History by Minnie Bell Fraley – no date
- 12.1.3 Compiled list of rectors, 1755-1865 – no date
- 12.1.4 History of St. John's Church – c1870
- 12.1.5 "Francis Campbell" from Pennsylvania Magazine of History and Biography by Charles Browning – 1904 (typed copy)
- 12.1.6 History of St. John's Church by Alexander McMillan – c1905
- 12.1.7 Account of the 1826 laying of the cornerstone – 1936
- 12.1.8 A Short History of St. John's, 1752-1870 by Dr. Henry Young – c. 1975
- 12.1.9 Essay on the Establishment of the Episcopal Church in Carlisle – no date
- 12.1.10 "The First Stone Church" – 1994
- 12.1.11 A Short History of the Congregation (2 drafts), by Joan Jurgensen – c. 1995
- 12.1.12 St. John's Architectural Evolution – c. 1997
- 12.1.13 Research notes – c. 2001
- 12.1.14 "The Little Stone Church of 1761" – 2002
"The Interior of the Little Stone Church of 1761" – 2002

12.2 Christ Church, York Springs, PA

- 12.2.1 Notes on history – no date
- 12.2.2 Notes and order of services – 1936-1949
- 12.2.3 Miscellaneous notes found under pulpit cushions – 1948
- 12.2.4 Historical account of the Episcopal Church at York Springs – 12 Sept. 1948

RG 13 – PHOTOGRAPHS

RG 13 DESCRIPTION

RG 13, Photographs, is comprised of photographs of various members and buildings of both St. John's Church and Christ Church. The two churches each constitute a series, which are further delineated into two subseries, "People" and "Places." A third series is designated "Miscellaneous" as it doesn't fall under either of the two church series. In the "People" subseries, the photographs have been arranged alphabetically, while those in the "Places" and "Things" subseries are arranged chronologically. A few of the photographs have been housed in oversized folders. Also, where there are multiple copies of a photograph or negatives accompanying the photograph, the number of copies has been listed within (), as has the designation "w/negative" (or "w/negatives," if there is more than one negative).

RG 13 INVENTORY

RG 13 PHOTOGRAPHS

13.1 St. John's Episcopal Church, Carlisle, PA

13.1.1 People

- 13.1.1.1 Campbell, Juliana Watts – c1865
- 13.1.1.2 Hare, George Emelin – no date
- 13.1.1.3 Leverett, William Cole – c1860
- 13.1.1.4 McMillan, Alexander – c1870
- 13.1.1.5 Norris, William – c1850
- 13.1.1.6 Watts, Matilda – c1865
- 13.1.1.7 Men of St. John's – no date
- 13.1.1.8 Diocesan Convention – 1951 (oversized box 2)

13.1.2 Places

- 13.1.2.1 Carlisle square map by Holcomb and Tizzard – 1823 (oversized box 2)
- 13.1.2.2 Carlisle square – c1840 (2) (w/negative)
- 13.1.2.3 St. John's Church and parish house – no date (oversized box 2)
- 13.1.2.4 St. John's Church and parish house – c1900 (2) (w/negatives)
- 13.1.2.5 Interior of church – no date (2) (w/negatives)
- 13.1.2.6 Interior of church – no date (2) (w/negatives)
- 13.1.2.7 Interior of church – 1887 (w/negatives)
- 13.1.2.8 Interior of church – c. 1970
- 13.1.2.9 Interior: stained glass windows (in album) – no date (11)
- 13.1.2.10 Interior: stained glass windows – c1995 (13)
- 13.1.2.11 Interior: stained glass windows – 1997 (32) (w/negatives)

13.2 Christ Church, York Springs, PA

13.2.1 People

- 13.2.1.1 McCutchen, Robert – 24 April 1938 (4)
- 13.2.1.2 Congregation of Christ Church – no date (6)

13.2.2 Places

- 13.2.2.1 Sketch of log church (with original sketch) – c1865 (w/negative)
- 13.2.2.2 Christ Church (with print) – no date
- 13.2.2.3 Entrance and interior – 7 July 1946 (4)
- 13.2.2.4 Cemetery – 1966 (6)

13.3 Miscellaneous

- 13.3.1 Bond given to the Lord Bishop of London by Daniel Batwell – 16 Oct. 1773

RG 14 – ARTIFACTS

RG 14 DESCRIPTION

RG 14, Artifacts, consists of artifacts such as books and hymnals used during church services. Other miscellaneous items include the furnace bellows, keys and tools, and a framed page from an old prayer book. There are two series, books and objects, each arranged alphabetically. As some of the objects are in delicate condition, these have been housed in separate boxes within a larger oversized box; these boxes have been numbered just as if they were folders.

RG 14 INVENTORY

14 ARTIFACTS

14.1 Books

- 14.1.1 Book of Common Prayer, given to Anne Hilton for her confirmation, 15 May 1949
- 14.1.2 The Holy Bible (Standard American Bible Version)
- 14.1.3 The Holy Cross Missal – 1920
- 14.1.4 Hymnal – 1892
- 14.1.5 “*I am a Vestryman*” by Theodore R. Ludlow – 1937
- 14.1.6 The Liturgy Book – 1914
- 14.1.7 The Office of the Dead book and black travel stole
- 14.1.8 Order of Communion book
- 14.1.9 Polyglot Bible
- 14.1.10 Prayer Book – 1892
- 14.1.11 Preparation for mass book

14.2 Objects

- 14.2.1 Bellows used for the furnace
- 14.2.2 Bookmark commemorating 250th anniversary
- 14.2.3 Communion Service page from old Prayer Book (framed)
- 14.2.4 Keys
- 14.2.5 Pebble-dashed plaster from the church exterior, removed 1991 – c. 1826
- 14.2.6 Tools for church use

This collection register was prepared by Jane Lowell, November 2000 and edited by Michele Tourney, March 2001, for the Dickinson College Archives and Special Collections where the collection was previously held. The register will be further updated as necessary with the addition of new materials at the request of St. John’s Episcopal Church, Carlisle, PA.