



**L. A. GAY & LESBIAN CENTER
RECORDS**

Coll2007-010

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Date Completed

May 26, 2007



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Descriptive Summary

Title

L. A. Gay & Lesbian Center Records

Creator

L. A. Gay & Lesbian Center, Los Angeles

Extent

Number of containers: 16 record storage boxes + 2 archive boxes + 5 boxes
(unprocessed)

Linear feet: 16.2 + 3.3 (unprocessed)

Date

1946-2005 (bulk 1971-1977)

Repository

ONE National Gay & Lesbian Archives, Los Angeles, California

Abstract

Correspondence, memoranda, minutes, reports, proposals, contracts, accounting and finance records, flyers, brochures, calendars, notes, press releases, photographs, resumes, and other materials relating to the founding and activities of the Gay Community Services Center (now the Gay & Lesbian Center) in Los Angeles, the first and largest such institution in the United States. The core of the collection consists of records for the period 1971-1977. The materials document the planning, founding, early history, and day-to-day operation of the Center. Almost half the collection consists of records of the Center's programs. These records are particularly important as they document the earliest programs of their kind specifically targeting the gay and lesbian community: the records of the alcoholism and venereal disease control programs are particularly extensive. The importance of many of these records extends beyond the gay and lesbian community, as many programs, such as the drug education program funded by the National Free Clinic Council and the Alcoholism Program for Women, were utilized by the community at large. Other documents detail the Center's three-year struggle to obtain tax-exempt status

from the Internal Revenue Service, as well as the internal struggle that led to the dismissal of the Feminist 11 and the subsequent strike that almost destroyed the Center. The collection contains extensive notes by activist Morris Kight, one of the signatories of the original articles of incorporation, who was particularly active in fundraising for the Center. The collection also contains extensive correspondence with Los Angeles politicians, in particular City Councilwoman Peggy Stevenson and County Supervisor Ed Edelman, who were early and active supporters of the Center and its programs. A collection of photographs documents the early history of the Center.



Administrative Information

Access

The collection is open to researchers. There are no access restrictions.

Publication Rights

Researchers wishing to publish material must obtain permission in writing from ONE National Gay & Lesbian Archives as the physical owner of the material. Note that permission to publish does not constitute copyright clearance. ONE National Gay & Lesbian Archives can grant copyright clearance only for those materials for which we hold copyright. It is the responsibility of the researcher to obtain copyright clearance for all other materials from the copyright holder(s).

Preferred Citation

Box #, folder #, L. A. Gay & Lesbian Center Records, ONE National Gay & Lesbian Archives, Los Angeles, California

Indexing Terms

This collection is indexed under the following terms:

- Alcoholism Center for Women (Los Angeles, Calif.)
- Gay & Lesbian Community Services Center (Los Angeles, Calif.)
- Gay and Lesbian Community Services Center (Los Angeles, Calif.)
- Gay Community Services Center (Los Angeles, Calif.)
- L. A. Gay & Lesbian Center
- Los Angeles Gay & Lesbian Center
- Los Angeles Gay and Lesbian Center
- Edelman, Ed, b. 1930
- Fifield, Lillene
- Kepner, Jim, 1923-1997
- Kight, Morris, 1919-2003
- Kilhefner, Don, b. 1939
- Alcoholism counseling
- Community health services—California
- Gay men—Diseases
- Gays—Alcohol use
- Gays—Health and hygiene



L. A. Gay & Lesbian Center Records

Gays—Medical care
Gays—Services for
Human services—California—Los Angeles
Lesbians—Alcohol use
Lesbians—Diseases
Lesbians—Services for
Sexually transmitted diseases—Prevention
Social work with gays
Social work with lesbians
Southern California Council of Free Clinics
Stevenson, Peggy

Acquisitions Information

Date and manner of acquisition not known.

Processing Information

Formerly housed in boxes 103-230, 103-233, 103-312, 104-101 through 104-114, 104-116, and 104-117. Collection processed by Michael Palmer, May 2007.

History

In Spring 1971, a group of activists from the Gay Liberation Front (GLF) and the Metropolitan Community Church (MCC) held a series of meetings at the home of GLF activist John Platania, to create an organization to provide social services for members of the gay and lesbian community, many of whom were marginalized and on the street, in the Hollywood/Silverlake area of the city of Los Angeles and in the adjoining unincorporated area of West Hollywood, in Los Angeles County. Platania, who had worked for the Los Angeles Community Development Agency, drew up a detailed development plan for a nonprofit corporation to offer services based on the gay hot line and services for street people instituted by the MCC, and the Liberation House, a crisis housing facility at 1168 North Edgemont, in Hollywood, opened by the GLF's Survival Committee. The formal proposal, prepared by GLF activist Don Kilhefner, was submitted on July 14, 1971, and the articles of incorporation were signed by Morris Kight, June Herrle, James Kepner, and John Platania on July 22, 1971. The articles were filed in the office of the California Secretary of State on January 4, 1972.

The Gay Community Services Center opened its doors in October 1971, in a run-down Victorian house designed by William Eastlake, at 1614 Wilshire Boulevard. A second Liberation House, at 1322 North Van Ness Avenue (formerly a residence of filmmaker Jack Warner) and a Gaywill Funky Thrift Shoppe, at 1519-1521 Griffith Park Boulevard, were already in operation. Kilhefner was appointed the Center's first Executive Director.

The Center initially provided hotline, information, referral, counseling, housing, education, and employment services; a venereal disease clinic was opened in October 1972. Services were provided free of charge, with the exception of housing for which a nominal per diem fee was charged. In accordance with the founders' concept of "community", the Center was staffed entirely by gays and lesbians. In addition, most of the staff, including professionals and paraprofessionals, were volunteers, although a small number of full-time core staff members received minimal "survival stipends". The Internal Revenue Service refused to grant the Center non-profit status until April 1974, and as the Center was unable to obtain government funding without this certification, it was forced to depend entirely upon donations for the first year of its existence. In 1972, the Center served approximately 75,000 persons with a staff of 85 full-time and part-time volunteers; its income was reported at \$41,678.

In November 1972, the Center received its first grant, of approximately \$20,000, for a drug education program, from the National Free Clinic Council (NFCC). Kilhefner and Center Administrative Director Ken Bartley also served as co-directors of a similar grant awarded the Los Angeles Consortium of Free Clinics. The granting of non-profit status by the Internal Revenue Service in April 1974 enabled the Center to apply for public funding, and between August and November the Center received federal and local government grants totaling \$410,281, to fund its medical and alcohol and drug abuse programs. The three-year grant from the National Institute on Alcohol Abuse and Alcoholism (NIAAA) to fund the Center's Women's Alcohol Program (WAP) was worth \$1 million, a windfall unprecedented for any gay group in the world, and the Center thereby became the first institution with the word "gay" in its name to receive federal funding.

Early in 1975, the building at 1614 Wilshire Boulevard was condemned, and the Center, which had been searching since late 1974 for new quarters, obtained a lease, with option to purchase, on a building at 1213 North Highland Avenue. In April 1975, on the eve of the Center's move to its new home, two events nearly destroyed the Center. An attempt by Center management to divert some of the NIAAA funds to other Center programs was vigorously protested by the WAP program director, Brenda Weathers, and resulted in the transfer of the grant from the Center to a newly incorporated, independent Alcoholism Center for Women, which remains in existence today. At the same time, a conflict arose between lesbian feminist members of the staff and what they perceived to be the Center's patriarchal male-dominated hierarchy. The controversy resulted in the firing of eleven staff members, who in return picketed the Center's new facility on Highland Avenue. The issue, which resulted in the alienation of many donors as well as a significant portion of the lesbian community, was not resolved until 1978. Nevertheless, a number of lesbian activists, including Lillene Fifield, who had been instrumental in obtaining the NIAAA grant, remained with the Center on the grounds that the Center's work in helping the marginalized members of the gay and lesbian community outweighed the sexism evidenced in some quarters.

The Center's programs, in particular the Venereal Disease Control Program, which by providing a safe space for testing was able to identify and treat sexually transmitted diseases earlier than the Los Angeles County Health Department, thus saving the county money, had earned the Center the support of local politicians, in particular county supervisor Ed Edelman and city councilwoman Peggy Stevenson. Thus, despite the controversies of early 1975 the Center continued to expand: annual income for 1975 was \$527,050, and for 1976 was \$645,306. By this time the number of professional and nonprofessional volunteers had grown to 250, and the salaried staff to 44.

The rapid growth of the Center in the mid 1970s was made possible by the generosity of the Democratic administration of President Jimmy Carter: in particular, by 1981, CETA (Comprehensive Employment and Training Act) funds totaled nearly \$500,000, (approximately one-third of the Center's \$1.8 million budget, and provided the salaries of 41 of the Center's 85 paid staff. The Reagan administration, however, eliminated many social service funding programs, and slashed the budgets of those that remained. Anticipating the end of federal funding for the Center, the Center Board of Directors instituted a robust private donor program to free the Center from the vicissitudes of government funding. Steve Schulte, Executive Director of the Center from 1979 to 1983, who had earned a political science degree from Yale and had worked for the Los Angeles City Council, recast the Center, which had retained the "casualness about dress and rules" of its founders, as a serious, "respectable" institution that would appeal to mainstream donors.

Scope and Content and Container List

This collection contains correspondence, memoranda, minutes, reports, proposals, contracts, accounting and finance records, flyers, brochures, calendars, notes, press releases, photographs, resumes, and other materials relating to the founding and activities of the Gay Community Services Center (now the Gay & Lesbian Center) in Los Angeles. The core of the collection consists of records for the period 1971-1977. These materials were probably transferred to Jim Kepner's archives sometime in the late 1970s or early 1980s. An inventory of the collection made at or about the time of its transfer, indicates that the records were originally filed in four file drawers and three boxes; although by the time the collection was processed the materials listed had been randomly dispersed between 19 boxes, it was possible to identify most of the materials from the original deposit, and the collection has been arranged to follow as much as possible the original order. The remainder of the collection, covering the period from the late 1970s to the early 2000s, consists of materials collected by Kepner and others; these materials were found stuffed in boxes with no apparent arrangement or order. Those materials considered important to an understanding of the history and activities of the Center have been integrated into the collection; the remaining documents, consisting largely of direct fundraising, promotional, and what appear to be duplicate materials, have been placed in boxes at the end of the collection, and will be processed and integrated into the collection as time permits.

Of the corporate records of the Center, the minutes of the Board of Directors are incomplete except for the years 1987-1988. However, minutes or drafts do survive for the critical months of April and May 1975, which, together with other materials in the collection, provide a fairly full account of the developments surrounding the dismissal of the Feminist 11, and the subsequent strike that threatened to destroy the Center. The records include extensive notes by Morris Kight: while some of these may have been part of the original deposit, the majority appear to have been sent by Kight (who was obsessed with his legacy) to Kepner at a later date. Note that much of Kight's material from 1973 and 1974 was typed on chemically treated paper, which has now darkened to the extent that the original writing is difficult, if not impossible, to read. An important file of correspondence with the Internal Revenue Service, which refused to grant the Center tax exempt status, thereby effectively denying it access to federal funding, until 1974, reveals the homophobia pervasive within government agencies in the 1970s.

Of the administrative records, the General Correspondence, Staff Memos, Management Collective, and Program Directors files are the most useful for tracing the daily operations of the Center. The 1971 organizational study, which constituted the blueprint for the Center, documents the extensive planning that preceded the creation of the institution. The Center in its early years had difficulty keeping accurate financial records, which may explain the relatively few financial statements in the collection; to offset the absence of these records, certain accounting materials, which would normally have been de-accessioned, have been retained. Publicity materials include correspondence with local newspapers concerning homophobic content and documents relating to the Center's response to the portrayal of gays and lesbians in television programs. Photographs include a series taken in 1971 by Lee Mason of the Center's original offices at 1614 Wilshire Boulevard and of the Funky Gaywill Shoppe on Griffith Park Boulevard; photographs

from the 1980s and 1990s derive largely from the office of Los Angeles County Supervisor Ed Edelman, and document his work on behalf of the Center.

Records of its various fundraising programs indicate how aggressive and inventive the Center was at raising funds. The records of the Wilshire Volunteer Services Fund, set up in 1972 to obtain general donations in cash and kind, and of the Building Fund, set up in 1976 to purchase the Highland Avenue facility, are particularly full, and include correspondence and receipt books. Correspondence files document the Center's unsuccessful attempts in the 1970s to obtain funding from private foundations. The extensive correspondence and funding proposal files of the Public Funding Task Force, led by Morris Kight, document the Center's aggressive pursuit of funding from all levels of city, county, state, and federal government. The Calendars and Events series includes records of fundraising events, including yard sales, celebrity roasts, gala dinners and receptions, and special theatrical events

The largest series in the collection comprises correspondence, memoranda, reports, proposals, contracts, accounting and finance records, flyers, brochures, notes, and other materials relating to the programs offered by the Center. The materials are fullest for government-funded programs, and document in particular the Center's drug education program funded by the National Free Clinic Council, 1972-1974; the Alcoholism Program for Women (APW), 1974-1975; the activities of the Van Ness House in the Center's Alcohol/Drug Abuse Program; and the Venereal Disease Control Program (VDCP; from 1977: Sexually Transmitted Disease Control Program, STDCP) and other medical programs. The records of the National Free Clinic Council program contain information on populations outside the gay and lesbian community, as Don Kilhefner and Ken Bartley also served as co-directors of the Los Angeles County Council of Free Clinics' drug education program. The Alcoholism Program for Women, funded by a three-year, almost \$1 million grant from the National Institute on Alcohol Abuse and Alcoholism, was removed from Center jurisdiction and transferred to the newly incorporated Alcoholism Center for Women in June 1975.

Other programs for which materials survive include CETA (Comprehensive Employment and Training Act), a job training and placement program under which the Center also paid the salaries of almost half its paid staff. The records of the Educational Outreach program include correspondence of the Speakers' Bureau, which provided trained speakers for school and college classes and civic groups. The records of the Housing program include lists of residents of several of the Center's "Liberation Houses", for short-term emergency housing. The records of the Resource and Referral program include a resource binder with additional fact sheets on gay and lesbian (and gay and lesbian supportive) institutions, organizations, and businesses. The Center also promoted the self-development of members of the gay and lesbian community and the records of the Self-Development program include materials by Betty Berzon and Newt Deiter on group and peer counseling, as well as materials on raps, growth groups, and workshops.

Many of the program files contain correspondence with Los Angeles politicians, in particular City Councilwoman Peggy Stevenson and County Supervisor Ed Edelman, who vigorously supported the Center and its activities. In addition, the records of the Center's political activity include correspondence from 1975 with California assembly leaders on the decriminalization of consensual private acts, and with the offices of Los Angeles Mayor Tom Bradley and District



L. A. Gay & Lesbian Center Records

Attorney John Van De Kamp. A major goal of the Center was to improve relations between the Los Angeles police and the gay community, and additional documents on this issue can be found in the Subject Files series. The records of the Prison, Probation and Parole program, which assisted the reintegration into society of gay prisoners (including those incarcerated for consensual sexual activities decriminalized in California in 1976), include correspondence with prisoners, probation officers, and prison officials.

The extent and nature of the services offered by the Center to women and youth was the subject of considerable discussion in the 1970s, more radical lesbians, in particular, feeling that their concerns were overlooked and marginalized. The records of the Youth Services program, known in its earliest years as Gay Youth of Los Angeles, are fragmentary, but include a manual for Center youth workers, circa 1972. The records of the Women's Services program are only slightly more complete, but include the proposal and contract for the Lesbian Resource Program for Self-Development (the forerunner to Lesbian Central of the 1980s), funded by the Los Angeles County General Revenue Sharing (GRS) program.

The collection contains an incomplete set of newsletters published by the Center, including some printed for the general public, and others for "internal" circulation. The People series contains materials relating to individuals connected in one way or another to the Center: the files for activist Morris Kight and County Supervisor Ed Edelman, in particular, document their roles in the Center's history and development. The Subject Files series contains a small number of original subject files found among the Center records. These include a police file, with correspondence, memoranda, and other materials relating to the Center's work to improve relations between the Los Angeles Police Department and the gay and lesbian community, and Linda Poverny's 1984 PhD thesis on the management of the Center during its first ten years.

Series 1. Corporate

Dates: 1971-1988

Extent: 0.7 linear foot

This series contains the corporate records of the Center. It is divided into two subseries: (1) Corporate, and (2) Board of Directors.

Subseries 1.1. Corporate

Dates: 1971-1979

Extent: 0.2 linear foot

This subseries comprises original and amended Articles of Incorporation and By-Laws, a lengthy correspondence with the Internal Revenue Service relating to the Center's application for tax exempt status, which was not granted until April 1974, and correspondence with various departments of the California state government relating to the Center's status as a California corporation. The correspondence with the Internal Revenue Service reveals the pervasive, institutionalized homophobia within the Service in the early 1970s.

Box Folder

| | | |
|---|-----|--|
| 1 | 1 | Articles of Incorporation, 1971-1977 |
| 1 | 2 | By-Laws, 1971-1979 |
| 1 | 3-4 | Internal Revenue Service, Tax Exempt Status (2 folders), 1972-1974 |
| 1 | 5-8 | California |
| 1 | 5 | Department of State, 1972 |
| 1 | 6 | Franchise Tax Board, 1971-1974 |
| 1 | 7 | Registry of Charitable Trusts, 1975 |
| 1 | 8 | State Board of Equalization, 1972 |

Subseries 1.2. Board of Directors

Dates: 1971-1988

Extent: 0.5 linear foot

Arrangement: chronological

This subseries comprises minutes, memoranda, reports, correspondence, notes, and other materials relating to the functions and activities of the Center's Board of Directors. The records are incomplete except for 1987-1988, which include a photograph of the Board members. The records for 1971-1977 contain extensive notes by Morris Kight; those for April and May 1975 illuminate the strains within the Center that led to the dismissal of the Feminist 11, and the development of the Board response to the resulting strike. The files on the dismissal and strike of the Feminist 11/16 contain flyers, handbills, broadsides, correspondence, newsletters, and affidavits from both sides, as well as a number of legal papers from the lawsuit (Cordova v. Gay Community Services Center) filed by the dismissed workers against the Center; the lawsuit was not settled until 1978.

Box Folder

| | | |
|---|-------|---|
| 1 | 9 | 1971 |
| 1 | 10 | 1972 |
| 1 | 11 | 1973 |
| 1 | 12 | 1974 |
| 1 | 13 | 1975 |
| 1 | 14 | 1976 |
| 1 | 15 | 1977 |
| 1 | 16 | 1978 |
| 1 | 17 | 1979 |
| 1 | 18 | 1980 |
| 1 | 19 | 1982 |
| 1 | 20 | 1983 |
| 1 | 21 | 1987-1988 |
| 1 | 22 | No date |
| 1 | 23 | Morris Kight v. Gay Community Services Center, 1975 |
| 1 | 24-26 | Feminist 11/16 dismissal and strike |
| 1 | 24-25 | Dismissal and strike (2 folders), 1975 |



L. A. Gay & Lesbian Center Records

1 26 Cordova et al. v. Gay Community Services Center, 1975-1978

Series 2. Administration

Dates: 1971-2001

Extent: 3.4 linear feet

This series comprises the administrative records of the Center. It is divided into five subseries: (1) Administration, (2) Financial Records, (3) Personnel, (4) Publicity/Public Relations, and (5) Real Estate.

Subseries 2.1. Administration

Dates: 1971-1984

Extent: 1.1 linear feet

Arrangement: alphabetical

This series comprises memoranda, correspondence, minutes, reports, logs, rosters, and other materials relating to the organization and day-to-day administration of the Center. The 1971 organizational study, by John Platania and Don Kilhefner, was the blueprint for the Center. The materials include few Executive Director files; of these, the file for Dickson Hingson contains substantial correspondence of a personal nature, while the file for Susan Kuhner (which was later used by Steve Schulte) consists largely of materials relating to Kuhner's duties as Director of Programs (she was named Co-Executive Director for Programs in 1978). A more substantial record of the activities of the Executive Director can be found in the general correspondence and staff memos. These records, together with those of the management collective (an experiment in collective management that was abandoned in the wake of the dismissal and strike of the Feminist 11) and the Program Directors meetings and staff meetings, also provide the clearest account of the daily operation of the Center. The records of the Ombudspersons, created in the aftermath of the dismissal of the Feminist 11, relate primarily to personnel matters. The long distance telephone call requests include details of calls to individuals arrested or incarcerated for consensual sexual acts that violated contemporary California state law.

Box Folder

| | | |
|---|------|--|
| 1 | 27 | Administrative and accounting forms |
| 1 | 28 | Building security, 1975, 1978 |
| 1 | 29 | Executive Director, 1971 |
| 1 | 30 | Executive Director: Dickson Hingson, 1977/07-1978/02 |
| 1 | 31 | Executive Director (Susan Kuhner/Steve Schulte), 1976-1979 |
| 2 | 1 | Executive Director, 1983 |
| 2 | 2 | Executive Director search, 1979 |
| 2 | 3-10 | General correspondence |
| 2 | 3 | 1971 |
| 2 | 4 | 1972 |
| 2 | 5 | 1973 |
| 2 | 6 | 1974 |
| 2 | 7 | 1975 |

| | | |
|---|-------|--|
| 2 | 8 | 1976/01-03 |
| 2 | 9 | 1976/04-12 |
| 2 | 10 | 1977 |
| 2 | 11 | General policies and procedures, 1978 |
| 2 | 12-13 | Information requests |
| 2 | 12 | 1973-1975 |
| 2 | 13 | 1976-1978 |
| 2 | 13 | Long distance telephone call requests, circa 1973-1974 |
| 2 | 15 | Management collective/team, 1974/06-1975/04 |
| 2 | 16 | Minority Concerns Task Force, 1977 |
| 2 | 17-19 | Ombudspersons |
| 2 | 17 | 1977 |
| 2 | 18 | 1978 |
| 2 | 19 | 1979 |
| 2 | 20 | Organizational charts, no date |
| 2 | 21 | Organizational study, 1971 |
| 2 | 22 | Organizational study, 1978 |
| 2 | 23 | Program Directors meetings, 1975-1979 |
| 2 | 24-29 | Staff meetings |
| 2 | 24 | 1973 |
| 2 | 25 | 1974 |
| 2 | 26 | 1975 |
| 2 | 27 | 1976 |
| 2 | 28 | 1978 |
| 2 | 29 | 1979 |
| 2 | 30-39 | Staff memos |
| 2 | 30 | 1973 |
| 2 | 31 | 1974 |
| 2 | 32 | 1975 |
| 2 | 33 | 1976 |
| 2 | 34 | 1977 |
| 2 | 35 | 1978 |
| 2 | 36 | 1979 |
| 2 | 37 | 1982 |
| 2 | 38 | 1984 |
| 2 | 39 | no date |
| 2 | 40 | Staff rosters and directories, 1972-1975 |
| 2 | 41 | Stationery |
| 2 | 42-43 | Telephone logs |
| 2 | 42 | 1973 |
| 2 | 43 | 1974 |

Subseries 2.2. Financial Records

Dates: 1972-1977

Extent: 1.25 linear feet

Arrangement: chronological

This subseries contains the financial records of the Center. The Center compiled annual and periodic financial statements. In addition, as the financial statements as received by the Archives are incomplete, certain accounting records, which would normally have been de-accessioned, have been retained as a substitute. These records have been arranged by year, but no further attempt has been made to sort or classify them. Additional accounting records can be found in the records of individual Center programs and projects (Series 5).

Box Folder

| | | |
|----|------|--|
| 3 | 1-5 | Financial statements |
| 3 | 1 | 1972 |
| 3 | 2 | 1973 |
| 3 | 3 | 1974 |
| 3 | 4 | 1975 |
| 3 | 5 | 1976 |
| 3 | 6 | Disbursement requisition books, 1972/12/29-1973/10/01 |
| 3 | 7 | Material and supply requisitions, 1973-1974 |
| 3 | 8 | Purchase orders index, 1974-1976 |
| 3 | 9-10 | Purchase orders, 1974 |
| 3 | 9 | #1-199 |
| 3 | 10 | #200-532 |
| 3 | 11 | Accounting practices, policies and procedures |
| 17 | 1 | Accounting papers, 1971-1973. General ledger |
| 17 | 2-3 | Accounting papers, 1972 |
| 17 | 2 | Papers. |
| 17 | 3 | Disbursements |
| 17 | 4-7 | Accounting papers, 1973 |
| 17 | 4-5 | Papers. 2 folders |
| 17 | 6 | General ledger |
| 17 | 7 | Disbursements |
| 17 | 8-10 | Accounting papers, 1974 |
| 17 | 8-9 | Papers. 2 folders |
| 17 | 10 | Disbursements |
| 17 | 11 | |
| 18 | 1-6 | Accounting papers, 1975 |
| 17 | 11 | January-February |
| 18 | 1 | March |
| 18 | 2 | April |
| 18 | 3 | May |
| 18 | 4 | June-August |
| 18 | 5 | General ledger |
| 18 | 6 | Miscellaneous |
| 18 | 7-8 | Accounting papers, 1976 |
| 18 | 7 | Papers |
| 18 | 8 | Administrative Accounts Receivable loose-leaf notebook, 1976 |

18 9 Accounting papers, 1977

Subseries 2.3. Personnel

Dates: 1974-1997

Extent: 0.25 linear foot

Arrangement: alphabetical

This subseries comprises the personnel records of the Center. The bulk of the subseries consists of job announcements and descriptions; other materials include correspondence, personnel policies and procedures, and resumes of individuals seeking employment with the Center. Additional job announcements/descriptions and resumes can be found in the records of individual Center programs and projects (Series 5); other materials on personnel policies and procedures can be found in the records of the Ombudspersons (Subseries 2.1).

Box Folder

| | | |
|---|-------|--|
| 3 | 12 | Correspondence, 1974-1979 |
| 3 | 13-26 | Job announcements/descriptions |
| 3 | 13 | 1975 |
| 3 | 14 | 1976 |
| 3 | 15 | 1978 |
| 3 | 16 | 1979 |
| 3 | 17 | 1981 |
| 3 | 18 | 1982 |
| 3 | 19 | 1983 |
| 3 | 20 | 1984 |
| 3 | 21 | 1985 |
| 3 | 22 | 1986 |
| 3 | 23 | 1988 |
| 3 | 24 | 1990 |
| 3 | 25 | 1997 |
| 3 | 26 | no date |
| 3 | 27 | Personnel policies and procedures, 1974-1979 |
| 3 | 28 | Resumes, 1973-1979 |

Subseries 2.4. Publicity/Public Relations

Dates: 1971-2001

Extent: 0.7 linear foot

Arrangement: alphabetical

This subseries contains brochures, newspaper clippings, packets, photographs, press kits, press releases, radio scripts, and other materials relating to Center publicity and public relations. The bulk of the subseries consists of press releases relating to the Center and its activities. The history files contain published and manuscript articles, drafts, and notes, many by Jim Kepner; much of the information on the earliest years of the Center is contradictory, and should be used with caution. Other historical accounts of the Center, and of particular programs and projects,

can be found in the introductory sections of funding proposals (Subseries 3.8 and Series 5). The photographs include a series taken by Lee Mason in 1971 of the original offices at 1614 Wilshire Boulevard and of the Funky Gaywill Shoppe on Griffith Park Boulevard, Lillene Fifield in 1973, and the Gay Community Services Center offices at 1213 North Highland and the Feminist 11/16 strike in 1975. Additional photographs can be found in Subseries 1.2 and 5.9, Subsubseries 5.10.3, and in the Ed Edelman file in Series 7. The press coverage file contains clippings of accounts of the Center in the Los Angeles and Southern California press, while the press relations file includes correspondence with the *Los Angeles Times* and other newspapers concerning homophobic content. The television/radio file contains materials relating to the Center's radio program, as well as its response to the portrayal of gays and lesbians in television programs such as "The Prisoner" (1979) and "Gay Power/Gay Politics" (1980).

Box Folder

| | | |
|---|-------|--|
| 3 | 29-33 | General information |
| 3 | 29 | 1971 |
| 3 | 30 | 1971-1972 |
| 3 | 31 | 1974 |
| 3 | 32 | 1975 |
| 3 | 33 | 1977 |
| 3 | 34 | General information brochures, 1972-2001 |
| 3 | 35 | General Information packet, 1978 |
| 3 | 36 | Graphics, 1972-1975 |
| 3 | 37 | History, 1971-1984 |
| 3 | 38 | History booklet, 1971-1973 |
| 3 | 39 | Photographs, 1971-1983 |
| 3 | 40 | Press coverage, 1971-1998 |
| 4 | 1-3 | Press kits |
| 4 | 1 | 1979/10 |
| 4 | 2 | 1980 |
| 4 | 3 | 1995 |
| 4 | 4 | Press relations, 1975-1981 |
| 4 | 5-22 | Press releases |
| 4 | 5 | 1971 |
| 4 | 6 | 1972 |
| 4 | 7 | 1973 |
| 4 | 8 | 1974 |
| 4 | 9 | 1977 |
| 4 | 10 | 1978 |
| 4 | 11 | 1979 |
| 4 | 12 | 1980 |
| 4 | 13 | 1981 |
| 4 | 14 | 1982 |
| 4 | 15 | 1983 |
| 4 | 16 | 1984 |
| 4 | 17 | 1985 |



L. A. Gay & Lesbian Center Records

| | | |
|---|----|-----------------------------|
| 4 | 18 | 1986 |
| 4 | 19 | 1987 |
| 4 | 20 | 1988 |
| 4 | 21 | 1989 |
| 4 | 22 | 1992 |
| 4 | 23 | Television/radio, 1972-1980 |

Subseries 2.5. Real Estate

Dates: 1973-1983

Extent: 6 folders

Arrangement: chronological

This subseries comprises rental and lease agreements, inspection reports, prospectuses, and other materials relating to the properties occupied by the Center. The files on the Wilshire Boulevard properties document the dilapidated condition of the properties and the Center's contentious relationship with the landlord; the file on the Highland Avenue property, which includes plans, gives an extensive account of the Center's negotiations to acquire the property.

Box Folder

| | | |
|---|----|---|
| 4 | 24 | 1614 Wilshire Boulevard, 1973 |
| 4 | 25 | 1620-1622 Wilshire Boulevard, 1973-1975 |
| 4 | 26 | Potential properties, 1974-1983 |
| 4 | 27 | 1322 North Van Ness, 1975 |
| 4 | 28 | 1213 North Highland Avenue, 1975-1976 |
| 4 | 29 | 6541 Fountain Avenue, 1976 |

Series 3. Funding

Dates: 1971-2001

Extent: 2.5 linear feet

This series comprises correspondence, proposals, publicity materials, and receipts documenting the Center's fundraising activities to support its operations and programs. The series is divided into four subseries: (1) Development, Donations, Appeals, and Campaigns; (2) Special Programs; (3) Foundations; and (4) Public (Government) Funding.

Subseries 3.1. Development, Donations, Appeals, and Campaigns

Dates: 1971-2001

Extent: 0.6 linear foot

This subseries contains correspondence, receipts, and publicity materials relating to the Center's fundraising activities directed primarily at individuals. The materials include correspondence with donors and potential donors, 1973-1978; donation receipt books, February 1972-June 1975; general appeals for 1971-2001; and publicity materials for funding campaigns for 1975-1992. Additional materials relating to general appeals and funding campaigns for the 1980s and 1990s



L. A. Gay & Lesbian Center Records

can be found in the unprocessed records in boxes 20-23; records of individual fundraising events can be found in Series 4.

Box Folder

| | | |
|---|-------|--|
| 4 | 30 | Development, 1975-1976 |
| 4 | 31-41 | Donations |
| 4 | 31 | Correspondence, 1973-1978 |
| 4 | 32 | Donations and thank you letters, 1975-1977 |
| 4 | 33-34 | General donation receipts |
| 4 | 33 | 1975 |
| 4 | 34 | 1976 |
| 4 | 35-41 | Receipt books |
| 4 | 35 | #6401-6800, 1972/02/28-1972/07/05 |
| 4 | 36 | #3201-3600, 1972/07/06-1973/06/15 |
| 4 | 37 | #8001-8400, 1973/06/15-1974/08/06 |
| 4 | 38 | #8001-8400 (loose receipts), 1973/06/15-1974/08/06 |
| 4 | 39 | #100-347, 1974/06/06-1975/01/10 |
| 4 | 40 | #848-1099, 1975/01/10-1975/04/25 |
| 4 | 41 | #600-847, 1975/04/29-1975/06/24 |
| 5 | 12 | #409-564 (building fund #348-408, 565-599), 1976 |
| 4 | 42-57 | General appeals (mailings) |
| 4 | 42 | 1971 |
| 4 | 43 | 1972 |
| 4 | 44 | 1975 |
| 4 | 45 | 1978 |
| 4 | 46 | 1981 |
| 4 | 47 | 1984 |
| 4 | 48 | 1985 |
| 4 | 49 | 1986 |
| 4 | 50 | 1988 |
| 4 | 51 | 1991 |
| 4 | 52 | 1993 |
| 4 | 53 | 1997 |
| 4 | 54 | 1999 |
| 4 | 55 | 2000 |
| 4 | 56 | 2001 |
| 4 | 57 | no date |
| 4 | 58 | Personal appeals, 1976 |
| 4 | 59-62 | |
| 5 | 1-2 | Campaigns |
| 4 | 59 | Committee of 100, 1975 |
| 4 | 60 | Center Yourself/Declare Our Independence, 1981 |
| 4 | 61 | Change for a Change, 1987 |
| 4 | 62 | Circle of Life |
| 5 | 1 | Center 2000 Capital Campaign, 1991 |

Subseries 3.2. Special Projects

Dates: 1971-1988

Extent: 0.4 linear foot

Arrangement: chronological

This subseries contains materials documenting several programs instituted by the Center to raise funds. The materials include correspondence and receipt books for the Wilshire Volunteer Services Fund, a chapter of the Volunteer Services Fund—a charitable fundraising organization incorporated in California in 1971—set up in November 1972 by Morris Kight, Don Kilhefner, and Ken Bartley, to enable individuals to make tax-exempt donations to the Center (1) before the Center had obtained tax-exempt status from the Internal Revenue Service, and (2) without making reference to the word “gay” in tax and donation forms. The Fund, which provided the Center in its first two years of existence with a substantial portion of its operating funds, ceased operations at the end of 1974, after the Center had obtained tax-exempt status. The subseries also includes a file of correspondence and receipts relating to the Gaywill Funky Shoppe, which was set up in 1971 at 1519-1521 Griffith Park Boulevard. The Shoppe was never a success financially, and was closed after its manager was murdered on the premises in 1973. Additional materials include a file of miscellaneous papers and membership forms relating to the Friends of the Center, a membership organization set up in 1974 to support the goals of the Center; records of funding appeals and events sponsored by the Friends can be found in Subseries 3.1 and Series 4, respectively. The records of the Building Fund, set up in 1976 to fund the purchase the Highland Avenue facility, include correspondence, receipts books, and pledge forms and invoices; additional information on fundraising events for the Fund can be found in Series 4. The subseries also includes correspondence and notes concerning an unrealized plan to institute bingo at the Center.

Box Folder

| | | |
|---|-------|---|
| 5 | 3-8 | Wilshire Volunteer Services Fund |
| 5 | 3 | Correspondence, [1971] 1972-1975 |
| 5 | 4-7 | Receipt books |
| 5 | 4 | #1001-1200, 1973/01/11-1973/11/15 |
| 5 | 5 | #8401-8600, 1973/07/25-1974/07/01 |
| 5 | 6 | #8401-8600 (loose receipts), 1973/07/23-1974/07/01 |
| 5 | 7 | #6001-6200, 1974/07/05-1975/02/05 |
| 5 | 8 | Volunteer Services Fund, 1974 |
| 5 | 9 | Gaywill Funky Shoppe, 1972-1973 |
| 5 | 10 | Friends of the Center, 1974-1988 |
| 5 | 11-14 | Building Fund |
| 5 | 11 | Correspondence, 1976-1977 |
| 5 | 12 | Receipt book #348-408, 565-599 (general donations #409-564), 1976 |
| 5 | 13 | Receipts (loose), 1976 |
| 5 | 14 | Pledge forms and invoices, 1976 |
| 5 | 15 | Bingo proposals, 1977-1978 |

Subseries 3.3. Foundations

Dates: 1971-1979

Extent: 0.4 linear foot

This subseries consists of correspondence, grant proposals, and other materials documenting the Center's efforts to raise funds from private foundations. With the exception of unsuccessful funding proposals to the Erickson Educational Fund in 1973 and to the Los Angeles Bicentennial in 1979, the materials derive from an intensive drive from late 1975 through early 1977, directed by Major Kenneth MacLeod, to obtain foundation support. While the drive resulted in invitations from several foundations to submit proposals, none of these proposals was ultimately successful.

Box Folder

| | | |
|---|-------|---|
| 5 | 16 | Manual for obtaining foundation grants, 1971 |
| 5 | 17-23 | Funding proposals, 1973-1979 |
| 5 | 17 | List of funding proposals submitted, 1976 |
| 5 | 18 | Erickson Educational Foundation, 1973 |
| 5 | 19 | Hearst Foundation, 1976 |
| 5 | 20 | James Irvine Foundation, 1976 |
| 5 | 21 | Los Angeles Bicentennial, 1979 |
| 5 | 22 | W. M. Keck Foundation, 1976 |
| 5 | 23 | William G. Irwin Charity Foundation, 1976 |
| 5 | 24 | Southern California Council of Free Clinics grantsmanship seminar, 1974 |
| 5 | 25-29 | Correspondence |
| 5 | 25 | 1975/12 |
| 5 | 26 | 1976/01-02 |
| 5 | 27 | 1976/03 |
| 5 | 28 | 1976/04 |
| 5 | 29 | 1976/05-11 |
| 5 | 30 | Letters of support, Los Angeles City and County officials, 1975-1976 |
| 5 | 31 | Internal correspondence, circa 1976-1977 |

Subseries 3.4. Public (Government) Funding

Dates: 1972-1983

Extent: 1.1 linear feet

This subseries contains correspondence, funding proposals, and other materials relating to the Center's efforts to obtain government funding support for its programs. Funding proposals form the bulk of the materials; they are arranged alphabetically by funding agency. With one exception, these funding proposals are known, or appear, to have been unsuccessful: successful proposals can be found with other records of the programs and projects to which they relate in Series 5. The records of the Los Angeles County General Revenue Sharing (GRS) Program constitute the exception. From 1974 to 1977, the Center submitted funding proposals to the GRS Program for virtually every Center program; several of these proposals covered more than one Center program. Whenever possible, successful program proposals are filed with the other

records of the programs to which they relate in Series 5; however, when a single successful funding proposal affects two or more Center programs, the proposal is filed here, together with unsuccessful proposals, and general correspondence relating to the GRS Program. The GRS Program general correspondence also includes correspondence, minutes, and other records of the Community Coalition for Equitable Revenue Sharing, a group founded in 1974 by Don Kilhefner, Morris Kight, and others to monitor the distribution of GRS funds by Los Angeles County. Note that Center planners often cannibalized materials from older funding proposals, and several proposals are therefore incomplete, or even fragmentary. In addition, the 1977 proposal for a Comprehensive Program of Community Service to Alcoholic Women and Men (box 6:22) appears to be derived from the 1974 funding proposal for the Alcoholism Program for Women (Series 5, box 9:8-9).

Box Folder

| | | |
|---|-------|--|
| 5 | 32 | General correspondence, 1975-1977, 1980 |
| 5 | 33 | Public funding for drug abuse programs, 1976 |
| 5 | 34 | California. Department of Health. Mental Health 314(d) funds, 1973 |
| 5 | 35 | California. Department of Mental Health. Lesbian and Gay Male: Mental Health Promotion Project funding proposal, 1981 |
| 5 | 36-37 | California. Department of the Youth Authority |
| 5 | 36 | Juvenile Delinquency Prevention Program funding proposal, 1978 |
| 5 | 37 | Youth Advocate Workers (YAW) funding proposal, 1983 |
| 5 | 38 | California. Office of Alcoholism. Gay Alcoholism/Substance Abuse Task Force funding proposal, 1976 |
| 6 | 1 | Echo Park/Silverlake Regional Drug Coalition. Detoxification and Residential Treatment Project funding proposal, 1974 |
| 6 | 2-5 | Greater Los Angeles Community Action Agency (GLACAA). |
| 6 | 2-4 | Funding proposal (3 folders), 1976-1977 |
| 6 | 5 | Correspondence, 1979 |
| 6 | 6-7 | Los Angeles (City). Housing and Community Development Block Grant funding proposals |
| 6 | 6 | Purchase and renovation of 1213 North Highland Avenue facility, 1976 |
| 6 | 7 | Hollywood Interim Housing Project/Project RISE, 1979 |
| 6 | 8 | Los Angeles (City). Interim Program of High-Risk Populations funding proposal, 1977 |
| 6 | 9 | Los Angeles (City). Population, Employment and Housing Survey. Call for proposals, no date |
| 6 | 10 | Los Angeles (County). Central Health Services Region. Primary Prevention in Drug Abuse: A Pioneering Program for Gay People funding proposal, 1976 |
| 6 | 11 | Los Angeles (County). Department of Health Services. Drug Abuse Prevention/Education and Resume Center for Women, county-wide (PERCW) funding proposal, 1980 |
| 6 | 12-21 | Los Angeles (County). General Revenue Sharing (GRS) |
| 6 | 12 | Handbooks and guide, 1972-1977 |
| 6 | 13 | Funding proposal, 1973/05-06 |
| 6 | 14 | Gay Community Drug Abuse Services funding proposal, 1973/07-09 |

| | | |
|---|-------|--|
| 6 | 15-17 | Correspondence |
| 6 | 15 | 1974 |
| 6 | 16 | 1975 |
| 6 | 17 | 1976-1977 |
| 6 | 18 | Community Coalition for Equitable Revenue Sharing, 1974 |
| 6 | 19 | Growth Group Program funding proposal, 1975 |
| 6 | 20 | Men's Rap Groups funding proposal, 1975 |
| 6 | 21 | Parents of Gays funding proposal, 1975 |
| 6 | 22 | Los Angeles (County). Office of Alcohol Abuse and Alcoholism. Comprehensive Program of Community Service to Alcoholic Women and Men funding proposal, 1977 |
| 6 | 23 | National Network of Runaway and Youth Services. How to Work with Gay Youth manual funding proposal, 1980 |
| 6 | 24-26 | United States. Administration on Aging. Community-based social services for older lesbian women and gay men |
| 6 | 24-25 | Funding proposal (2 folders), 1976 |
| 6 | 26 | Correspondence, 1977 |
| 6 | 27 | United States. Department of Health, Education and Welfare. Indirect costs negotiations, 1975-1976 |
| 6 | 28 | United States. Department of Housing and Urban Development. Hollywood Emergency Housing and Resocialization Project block grant funding proposal, 1978 |
| 6 | 29 | United States. Law Enforcement Assistance Administration. Youth Development Project funding proposal, 1976 |
| 6 | 30 | United States. National Institute of Mental Health. Gay Community Services Center staffing grant proposal, 1974 |

Series 4. Calendars and Events

Dates: 1971-2003

Extent: 0.8 linear foot

Arrangement: divided into (1) Calendars and (2) Events, each ordered chronologically

This series comprises calendars of classes, raps, workshops, meetings, and other events held by the Center, and of similar events of interest to the gay and lesbian community held by others, as well as flyers, brochures, invitations, correspondence, commemorative booklets, and other materials relating to events sponsored by, or held for the benefit of, the Center. The Center often published several calendars simultaneously, each with a different focus: Center events, community (non-Center) events, women's events, men's events, etc. There is considerable overlap between many of these calendars, and they have therefore been combined and ordered chronologically. Most of the events documented are fundraisers, and range from yard sales to roasts of prominent members of the gay and lesbian community (Sheldon Andelson in 1979 and Gayle Wilson in 1980), annual gala dinners, and to special theatrical performances (Julie Harris in "The Belle of Amherst" in 1976). Other events include Center open houses and art exhibition opening receptions. The events are arranged chronologically. The series does not include records

of on-going classes, raps, and workshops, or single presentations held as part of an ongoing series: these records can be found in Subseries 5.15.

Box Folder

| | | |
|---|-------|--|
| 7 | 1-16 | Calendars |
| 7 | 1 | Weekly schedule of events, no date |
| 7 | 2 | Weekly calendar / Community calendar, 1973 |
| 7 | 3 | Community calendar, 1, 1979 |
| 7 | 4 | Community calendar, 2, 1980 |
| 7 | 5 | Community Calendar, 1981 |
| 7 | 6 | Community calendar, 1986 |
| 7 | 7 | Calendar of events, 1987 |
| 7 | 8 | Calendars, 1988 |
| 7 | 9 | Community Calendar, 1989 |
| 7 | 10 | Calendars, 1991 |
| 7 | 11 | Community Calendar, 1992 |
| 7 | 12 | Calendars, 1993 |
| 7 | 13 | Calendars, 1994 |
| 7 | 14 | Calendars, 1995 |
| 7 | 15 | Community Calendar, 1996 |
| 7 | 16 | Community Calendar, 1997 |
| 7 | 17-51 | Events |
| 7 | 17 | 1971 |
| 7 | 18 | 1972 |
| 7 | 19 | 1974 |
| 7 | 20 | 1975 |
| 7 | 21 | 1976 |
| 7 | 22 | Afternoon of appreciation, 1976/11/12 |
| 7 | 23 | 1977 |
| 7 | 24 | Blood drive, 1977 |
| 7 | 25 | 1978 |
| 7 | 26 | 1979 |
| 7 | 27 | 1980 |
| 7 | 28 | 1981 |
| 7 | 29 | 1982 |
| 7 | 30 | 1983 |
| 7 | 31 | 1984 |
| 7 | 32 | 1985 |
| 7 | 33 | 1986 |
| 7 | 34 | 1987 |
| 7 | 35 | 1988 |
| 7 | 36 | 1989 |
| 7 | 37 | 1990 |
| 7 | 38 | 1991 |
| 7 | 39 | 1992 |



L. A. Gay & Lesbian Center Records

| | | |
|---|----|---------|
| 7 | 40 | 1993 |
| 7 | 41 | 1994 |
| 7 | 42 | 1995 |
| 7 | 43 | 1996 |
| 7 | 44 | 1997 |
| 7 | 45 | 1998 |
| 7 | 46 | 1999 |
| 7 | 47 | 2000 |
| 7 | 48 | 2001 |
| 7 | 49 | 2002 |
| 7 | 50 | 2003 |
| 7 | 51 | No date |

Series 5. Programs

Dates: 1972-2005

Extent: 7.7 linear feet

This series contains correspondence, memoranda, reports, proposals, contracts, accounting and finance records, flyers, brochures, notes, and other materials relating to the programs offered by the Center. The materials document in particular the Center's drug education program funded by the National Free Clinic Council, 1972-1974; the Alcoholism Program for Women (APW), 1974-1975; the activities of the Van Ness House in the Center's Alcohol/Drug Abuse Program; and the Venereal Disease Control Program (VDCP; from 1977: Sexually Transmitted Disease Control Program, STDCP), the forerunner to the Center's AIDS program. The series is divided into 18 subseries: (1) Program Proposals, (2) Alcohol and Drug Control, (3) CETA, (4) Educational Outreach, (5) Employment, (6) Food, (7) Hotline/Switchboard, (8) Housing, (9) Legal Services, (10) Medical Services, (11) Mental Health Services, (12) Political Activity, (13) Prison, Probation and Parole, (14) Resource and Referral, (15) Self-Development, (16) Volunteer Program, (17) Women's Services, and (18) Youth Services.

Subseries 5.1 Program Proposals

Dates: 1972-1975

Extent: 0.2 linear foot

Arrangement: chronological

This subseries contains program and project proposals (some cannibalized and therefore incomplete or fragmentary) not directed to a particular funding agency, as well as original letters of support from members of the Los Angeles gay, non-gay, and employment services communities; copies of these letters are appended to many funding proposals found in Subseries 3.4 and elsewhere in Series 5.

Box Folder

| | | |
|---|----|--|
| 7 | 52 | General operations funding proposals, 1972, 1975 |
| 7 | 53 | Liberation House funding proposal, 1972 |

| | | |
|---|-------|---|
| 7 | 54 | Miscellaneous program/project proposals, circa 1972-1975 |
| 7 | 55 | Comprehensive Gay Offenders Program, preliminary proposal, 1974 |
| 7 | 56 | Unidentified program/project funding proposal, circa April 1975 |
| 7 | 57-59 | Letters of support |
| 7 | 57 | Greater Los Angeles community (non-gay), 1973-1974 |
| 7 | 58 | Los Angeles gay community, 1973-1974 |
| 7 | 59 | Employment services, 1974 |

Subseries 5.2 Alcohol and Drug Control

Dates: 1972-1979

Extent: 2.8 linear feet

This subseries consists of materials documenting various Center programs relating to alcohol and drug control. It is divided into four subsubseries: (1) National Free Clinic Council (NFCC), (2) Alcohol Program for Women (APW), (3) Alcoholism Needs Assessment (ANA), and (4) Alcohol/Drug Abuse Program.

Subsubseries 5.2.1. National Free Clinic Council (NFCC)

Dates: 1972-1976

Extent: 1.3 linear feet

Arrangement: chronological

In November 1972, the Center received its first grant, of approximately \$20,000, for a drug education program, from the National Free Clinic Council (NFCC). Center Executive Director Don Kilhefner and Administrative Director Ken Bartley also served as co-directors of a similar grant awarded the Los Angeles Council of Free Clinics. This subsubseries comprises records documenting both programs. The files are arranged into three groups: (1) General, comprising records of the Southern California Council of Free Clinics, (2) Center, comprising records of the Center program, and (3) Los Angeles County Council/Consortium of Free Clinics, comprising records of the program administered by Kilhefner and Bartley. The Center and Council records include contracts, correspondence, periodic activity and statistical reports, and accounting papers; the Council records include monthly activity and statistical reports and correspondence relating to financial matters for each clinic in the Council.

Box Folder

| | | |
|---|------|---|
| 8 | 1-8 | General |
| 8 | 1 | Southern California Council of Free Clinics, 1972-1975 |
| 8 | 2 | Coordinating committee, 1972-1974 |
| 8 | 3 | Articles of incorporation and bylaws, 1973 |
| 8 | 4 | Lists of free clinics, 1973-1974 |
| 8 | 5 | Survival manual for NFCC funded drug education projects, 1973 |
| 8 | 6 | Western regional conference, 1973 |
| 8 | 7 | National training conference, 1974 |
| 8 | 8 | Training program, 1976 |
| 8 | 9-16 | Center |

L. A. Gay & Lesbian Center Records

| | | |
|---|-------|---|
| 8 | 9 | Drug Education Project funding proposal, 1972 |
| 8 | 10 | Contract and correspondence, 1972-1973 |
| 8 | 11 | Contract renewal, 1973 |
| 8 | 12 | Monthly reports, 1973/10-1974/09 |
| 8 | 13 | General correspondence, 1973-1974 |
| 8 | 14-15 | Accounting records |
| 8 | 14 | 1973 |
| 8 | 15 | 1974 |
| 8 | 16 | Bank statements, 1973/09-1975/09 |
| 8 | 17-26 | |
| 9 | 1-7 | Los Angeles County Council/Consortium of Free Clinics |
| 8 | 17 | Contract and correspondence, 1972-1974 |
| 8 | 18-20 | Funding proposal, 1973/09 |
| 8 | 18 | Proposal |
| 8 | 19 | Drafts |
| 8 | 20 | Materials |
| 8 | 21 | Final reports, 1973-1974 |
| 8 | 22 | Requisition books, 1973/04/23-1973/07/27 |
| 8 | 23 | Bank statements, 1974/09-1975/08 |
| 8 | 24 | Accounting materials, 1974 |
| 8 | 25-26 | |
| 9 | 1-7 | Clinics |
| 8 | 25 | Foothill Free Clinic, 1969, 1973-1974 |
| 8 | 26 | Harbor Free Clinic, 1973-1974 |
| 9 | 1 | Hollywood Sunset Free Clinic, 1973-1974 |
| 9 | 2 | Long Beach Free Clinic, 1973/02-05 |
| 9 | 3 | North Hollywood Free Clinic, 1973-1974 |
| 9 | 4 | Open Door Drug Clinic, 1973-1974 |
| 9 | 5 | Pomona Open Door, 1973-1974 |
| 9 | 6 | South Bay Free Clinic, 1973-1974 |
| 9 | 7 | Women's Clinic, 1973-1974 |

Subseries 5.2.2. Alcoholism Program for Women (APW)

Dates: 1974-1977

Extent: 0.9 linear foot

Arrangement: chronological

This subseries comprises funding proposals, grant applications, correspondence, and financial and accounting records relating to the three-year, almost \$1 million grant obtained by Lillene Fifield and Brenda Weathers from the National Institute on Alcohol Abuse and Alcoholism from its inception in 1974 until it was removed from Center jurisdiction and transferred to the newly incorporated Alcoholism Center for Women in June 1975. The materials include copies of articles of incorporation and by-laws for the Alcoholism Center for Women, as well as correspondence relating to the Alcoholism Center's assumption of authority for incurring debts on behalf of the program. One copy of the original 1974 funding proposal has been updated with additions through June 1977, and may have served as a model for the unsuccessful funding



L. A. Gay & Lesbian Center Records

proposal for the Comprehensive Program of Community Service to Alcoholic Women and Men submitted to the Los Angeles county Office of Alcohol Abuse and Alcoholism in 1977 (Subseries 3.4).

Box Folder

| | | |
|----|-------|---|
| 9 | 8 | Funding proposal, 1974 |
| 9 | 9 | Funding proposal, 1974 (with additions through June 1977) |
| 9 | 10-11 | Grant application, 1974/02 |
| 9 | 10 | Grant application |
| 9 | 11 | Original letters of support |
| 9 | 12 | Budget and accounting papers, 1974-1975 |
| 9 | 13 | Correspondence, 1974-1975 |
| 9 | 14-15 | Evaluation |
| 9 | 14 | Funding Proposal and contract, 1974 |
| 9 | 15 | Report and work papers, 1975 |
| 9 | 16 | Facilities, 1974-1975 |
| 9 | 17 | Local mileage sheets, 1974-1975 |
| 9 | 18 | Miscellaneous, 1974-1975 |
| 9 | 19-22 | |
| 10 | 1-4 | Purchase orders, 1975 |
| 9 | 19 | 297-332 |
| 9 | 20 | 333-351 |
| 9 | 21 | 360-385 |
| 9 | 22 | 386-429 |
| 10 | 1 | 447-500 |
| 10 | 2 | 501-538 |
| 10 | 3 | 539-599 |
| 10 | 4 | 600-725 |
| 10 | 5 | Alcoholism Center for Women, 1974-1975 |

Subsubseries 5.2.3. Alcoholism Needs Assessment (ANA)

Dates: 1975

Extent: 0.2 linear foot

Arrangement: alphabetical

This subsubseries contains the funding proposal, contract, correspondence, reports, accounting papers, and other materials relating to a three-month, \$30,000 study carried out in 1975 by the Center on behalf of Los Angeles County to evaluate the incidence and nature of alcoholism in the gay and lesbian community in the County and how these individuals could best be served. This study provided the information on which the Center's later Alcohol Abuse Program was based.

Box Folder

| | | |
|----|---|-------------------------|
| 10 | 6 | Accounting papers, 1975 |
|----|---|-------------------------|

| | | |
|----|----|----------------------------|
| 10 | 7 | Contract, 1975 |
| 10 | 8 | Correspondence, 1975 |
| 10 | 9 | Funding proposal, 1975 |
| 10 | 10 | Interviewer invoices, 1975 |
| 10 | 11 | Miscellaneous, 1975 |
| 10 | 12 | Monthly reports, 1975 |
| 10 | 13 | Staff, 1975 |

Subsubseries 5.2.4. Alcohol/Drug Abuse Program

Dates: 1970-1979

Extent: 0.4 linear foot

Arrangement: chronological

This subsubseries comprises contracts, studies, correspondence, and administrative papers relating to the Center's Alcohol/Drug Abuse Program, in particular to the activities of the Van Ness House, a separately incorporated institution administered by the Center as an adult residential care facility for the rehabilitation of alcoholics, with funding from the Los Angeles County General Revenue Sharing (GRS) Program. The materials include studies on alcohol and drug abuse in the gay and general communities in Los Angeles; floor plans, schedules, and rules for the residents of Van Ness House; and a large file on the Center's successful efforts to obtain a zoning variance for the House. Additional materials on the Los Angeles County GRS Program can be found in Subseries 3.4.

Box Folder

| | | |
|----|-------|--|
| 10 | 14-15 | Alcohol/Drug abuse in the gay and general communities |
| 10 | 14 | 1972-1976 |
| 10 | 15 | 1977-1978 |
| 10 | 16-17 | Los Angeles County General Revenue Sharing (GRS). |
| 10 | 16 | Contracts (I-44e), 1974-1976 |
| 10 | 17 | Contract correspondence, 1974-1976 |
| 10 | 18-19 | Correspondence |
| 10 | 18 | 1974-1976 |
| 10 | 19 | 1978-1979 |
| 10 | 20-24 | Van Ness House |
| 10 | 20 | California and Los Angeles County adult residential care facility regulations, 1970-1972 |
| 10 | 21 | Correspondence, 1973-1975 |
| 10 | 22 | Schedule and rules, 1973 |
| 10 | 23 | California Department of Rehabilitation contract, 1974-1976 |
| 10 | 24 | Zoning variance application, 1975-1976 |

Subseries 5.3. CETA

Dates: 1974-1981

Extent: 0.6 linear foot

Arrangement: divided into City and County CETA, City CETA, County CETA, and general files; thereunder ordered chronologically

This subseries contains records of the Center activities supported by the Comprehensive Employment and Training Act (CETA), first enacted in 1973, which provided block grants to state and local governments to assist economically disadvantaged, unemployed, or underemployed persons by offering training and full-time jobs for a period of 12 to 24 months in public agencies or private not for profit organizations. The Center received funding under CETA titles I, IIb, and VI, from both the City and the County, from 1975 (for the calendar year 1976) through March 1981. While some of the funds were used for job training and placing workers elsewhere, most of the monies were used to hire Center staff. The documents include funding proposals, correspondence, reports, job announcements and descriptions, and publicity materials.

Box Folder

| | | |
|----|-------|--|
| 10 | 25 | CETA (City and County). Title I. Comprehensive Program of Employment Services funding proposal, 1974 |
| 10 | 26 | |
| 11 | 1-11 | CETA (City) |
| 10 | 26 | |
| 11 | 1-7 | Title VI |
| 10 | 26 | Funding proposal, 1975 |
| 11 | 1 | Call for proposal, 1977 |
| 11 | 2 | Funding proposal, 1977/01 |
| 11 | 3 | Funding proposal recommendations, 1977 |
| 11 | 4 | Funding proposal appeal, 1977/06 |
| 11 | 5 | Funding proposal appeal work papers, 1977/06 |
| 11 | 6 | Funding proposal re-evaluation, 1977/08 |
| 11 | 7 | Funding proposal, 1977/12 |
| 11 | 8-11 | Correspondence |
| 11 | 8 | 1975 |
| 11 | 9 | 1976 |
| 11 | 10 | 1977 |
| 11 | 11 | 1978 |
| 11 | 12 | Title IIb, 1980 |
| 11 | 13-16 | CETA (County) |
| 11 | 13 | Pomona funding proposal, 1974 |
| 11 | 14 | Title I. Correspondence, 1975-1977 |
| 11 | 15 | Correspondence, 1976-1980 |
| 11 | 16 | Title IIb, 1980 |
| 11 | 17 | Miscellaneous, 1974-1980 |
| 11 | 18 | Project accomplishment reports, 1978/02-09 |
| 11 | 19 | Correspondence, 1980-1981 |



L. A. Gay & Lesbian Center Records

Subseries 5.4. Educational Outreach

Dates: 1973-1978

Extent: 0.2 linear foot

Arrangement: alphabetical

This subseries comprises materials relating to the Center's outreach to the non-gay community. The bulk of the documents consists of Speakers' Bureau correspondence, scheduling speaking engagements for Center representatives in school and college classes, and before civic groups. The materials also include general administrative and publicity materials for both the program and the Speakers' Bureau.

Box Folder

| | | |
|----|-------|---|
| 11 | 20 | Educational Outreach Program, 1974-1978 |
| 11 | 21 | Speakers' Bureau |
| 11 | 22-26 | Speakers' Bureau. Correspondence |
| 11 | 22 | 1973 |
| 11 | 23 | 1974 |
| 11 | 24 | 1975 |
| 11 | 25 | 1976 |
| 11 | 26 | 1977 |

Subseries 5.5. Employment

Dates: 1974-1981, 1987

Extent: 3 folders

Arrangement: chronological

This subseries contains fragmentary materials relating to the Center's employment services program. The materials include several monthly employment program reports from 1978, two letters from prospective employers, and several program brochures.

Box Folder

| | | |
|----|----|--------------------------|
| 11 | 27 | Correspondence 1974-1981 |
| 11 | 28 | Monthly Reports, 1978 |
| 11 | 29 | Job Training, 1987 |

Subseries 5.6. Food

Dates: 1971-1972, 1983

Extent: 2 folders

Arrangement: chronological

This subseries comprises two folders, the first containing a Center guide on securing welfare rights and California State Department of Public Social Services directives from 1971-1972 on the state's Food Stamp Program, the second a Center brochure from 1983, advertising a proposed



L. A. Gay & Lesbian Center Records

End Hunger in Hollywood project, to be administered by the Center in conjunction with the End Hunger Network.

Box Folder

| | | |
|----|----|--|
| 11 | 30 | Welfare/Food Stamps Information, 1971-1972 |
| 11 | 31 | Hunger Project, 1983 |

Subseries 5.7. Hotline/Switchboard

Dates: 1973-1979

Extent: 1 folder

This subseries consists of a single file, containing correspondence and resumes submitted in 1975 for the positions of hotline/crisis intervention worker and reception worker.

Box Folder

| | | |
|----|----|--------------------------------|
| 11 | 32 | Hotline/Switchboard, 1973-1979 |
|----|----|--------------------------------|

Subseries 5.8. Housing

Dates: 1971-1977

Extent: 0.25 linear foot

Arrangement: general program, then individual houses, the latter arranged chronologically

This subseries comprises materials relating to the Center's short-term emergency housing program. The materials include the proposal, contract, and correspondence, 1975-1976, for the Center's Interim Housing Program, funded by the Los Angeles County General Revenue Sharing (GRS) Program. The bulk of the subseries comprises intake forms and index cards of residents, 1971-1973, for the Center's "Liberation Houses" at 1322 North Van Ness (later converted to an adult residential care facility for the rehabilitation of alcoholics), 1323 North Las Palmas, and 750 South Oxford (the first two houses were for males, the last for females). The cards, originally arranged separately for each house, were found in disarray, and have been rearranged in a single alphabetic series. The records also include rosters and rent status sheets, 1973, for Union House, located at 1819 South Union.

Box Folder

| | | |
|----|-------|---|
| 11 | 33 | Papers, circa 1972-1976 |
| 11 | 34-36 | Interim Housing Program. Los Angeles County Department of Urban Affairs. General Revenue Sharing (GRS) |
| 11 | 34 | Funding proposal, 1975 |
| 11 | 35 | Contract 26400 (I-44h) and correspondence, 1975-1976 |
| 11 | 36 | Staffing, 1975-1976 |
| 11 | 37-41 | Liberation Houses |
| 11 | 37 | Intake forms, 1973 |
| 11 | 38 | Residents, A-B, 1971-1973 |



L. A. Gay & Lesbian Center Records

| | | |
|----|----|---------------------------|
| 11 | 39 | Residents, C-H, 1971-1973 |
| 11 | 40 | Residents, J-P, 1971-1973 |
| 11 | 41 | Residents, R-Y, 1971-1973 |
| 11 | 42 | Union House, 1973 |
| 11 | 43 | Fountain House, 1976-1977 |

Subseries 5.9. Legal Services

Dates: circa 1975-1983

Extent: 2 folders

Arrangement: chronological

This subseries contains two files of materials relating to legal services offered by the Center. One file contains flyers and brochures detailing the Center's legal services, and a press release with photograph, 1983, from the office of Los Angeles County Supervisor Ed Edelman relating to the establishment of a Lawyer Referral Service at the Center with funds made available through Edelman. The other file contains correspondence, meeting minutes, and reports, relating to the formation of a Legal Advisory Board (also called Gay Legal Clinic) at the Center in 1978.

Box Folder

| | | |
|----|---|---|
| 12 | 1 | Legal Services, circa 1975-1983 |
| 12 | 2 | Legal Advisory Board/Gay Legal Clinic, 1978 |

Subseries 5.10. Medical

Dates: 1973-1983

Extent: 1.6 linear feet

This subseries comprises materials relating to the Center's medical program, including the men's Venereal Disease Control Program (VDCP) and the men's and women's general medical clinics. Although the VDCP was instituted in 1972, the bulk of the records do not begin until the medical program received public funding in 1974. The subseries is divided into four subsubseries: (1) General, (2) California Regional Medical Program (CRMP), (3) Venereal Disease Control Program (VDCP; from 1977: Sexually Transmitted Disease Control Program, STDPCP), and (4) Women's Clinic.

Subsubseries 5.10.1. General

Dates: 1973-1975

Extent: 5 folders

Arrangement: chronological

This subsubseries contains records relating to the Center's medical program in general. The materials include correspondence, health facility licenses and permits, accounting papers, and staff lists.

Box Folder

| | | |
|----|-----|---|
| 12 | 3-4 | Correspondence |
| 12 | 3 | 1973 |
| 12 | 4 | 1974 |
| 12 | 5 | Health facility licenses and permits, 1973-1975 |
| 12 | 6 | Accounting papers, 1975 |
| 12 | 7 | Staff lists, no date |

Subsubseries 5.10.2. California Regional Medical Program (CRMP)

Dates: 1974-1976

Extent: 0.3 linear foot

Arrangement: chronological

The California Regional Medical Program provided funding for the administration of the Center's medical program, including the VDCP and both men's and women's clinics, from late 1974 through January 1976. The materials include the funding proposal and contract, correspondence, reports, staff lists, monthly invoices, and financial and accounting materials.

Box Folder

| | | |
|----|-------|---|
| 12 | 8 | California Regional Medical Program Profile, 1974 |
| 12 | 9 | Funding proposal, 1974 |
| 12 | 10 | Contract, 1974-1976 |
| 12 | 11-12 | Correspondence |
| 12 | 11 | 1974 |
| 12 | 12 | 1975-1976 |
| 12 | 13 | Staff, 1974-1975 |
| 12 | 14 | Service guidelines, 1974 |
| 12 | 15 | Reports, 1975-1976 |
| 12 | 16 | Monthly invoices, 1975/02-1976/01 |
| 12 | 17 | Accounting materials, 1975 |
| 12 | 18 | Audit, 1975 |

Subsubseries 5.10.3. Venereal Disease Control Program (VDCP; from 1977: Sexually Transmitted Disease Control Program, STDCP)

Dates: 1974-1983

Extent: 1 linear foot

Arrangement: alphabetical

The VDCP was initiated in October 1972, and received its first public funding, a grant of \$130,460, from the Los Angeles County Department of Health Services in November 1974. The materials include funding proposals and contracts, reports, program evaluations, correspondence with Los Angeles County health officials, memoranda and internal correspondence relating to the day-to-day operations of the program, staff recruiting and training, budgets and accounting papers, and information flyers, brochures, and studies on various venereal diseases. The reports

to the Los Angeles County Health Department give a detailed picture of the VDCP's activities, which included a mobile unit that visited gay bath houses. The staffing files from September 1974, the Center's first mass hiring of paid staff, include the resumes of many people who were already volunteering at the Center, and several of those applying or hired would have long careers there.

Box Folder

| | | |
|----|-------|--|
| 12 | 19 | AIDS information |
| 12 | 20 | Budget and accounting papers, 1974-1975 |
| 12 | 21 | Clinic fee schedules, 1975 |
| 12 | 22 | Contracts, 1974-1976 |
| 12 | 23-26 | Correspondence |
| 12 | 23 | 1975 |
| 12 | 24 | 1976 |
| 12 | 25 | 1977 |
| 12 | 26 | 1978 |
| 12 | 27-28 | Evaluation |
| 12 | 27 | 1974-1975 |
| 12 | 28 | 1977-1978 |
| 12 | 29 | Forms |
| 12 | 30-35 | Funding proposals |
| 12 | 30 | 1974 |
| 12 | 31 | 1975 |
| 12 | 32 | Letters to Los Angeles County Board of Supervisors supporting continued funding of program, circa 1975 |
| 12 | 33 | 1976 |
| 12 | 34 | 1977 |
| 12 | 35 | 1978 |
| 12 | 36 | Furniture and equipment inventory, 1975 |
| 12 | 37 | Invoices to Los Angeles County, 1974-1976 |
| 12 | 38 | Job announcements and resumes, 1975-1983 |
| 12 | 39 | Medi-Cal forms, 1973-1975 |
| 13 | 1-6 | Memos and internal correspondence |
| 13 | 1 | 1974 |
| 13 | 2 | 1975 |
| 13 | 3 | 1976 |
| 13 | 4 | 1977 |
| 13 | 5 | 1978 |
| 13 | 6 | 1979 |
| 13 | 7 | Men's clinic, 1974-1976 |
| 13 | 8 | Mileage, 1975-1976 |
| 13 | 9 | Personnel rosters and schedules, no date |
| 13 | 10 | Program outline and budget, FY 1977/78 |
| 13 | 11 | Publicity, 1972-1979 |
| 13 | 12-16 | Reports (Los Angeles County Health Department) |

| | | |
|----|-------|---|
| 13 | 12 | 1974 |
| 13 | 13 | 1975/01-06 |
| 13 | 14 | 1975/07-09 |
| 13 | 15 | 1975/12-1976 |
| 13 | 16 | 1978 |
| 13 | 17 | Staff training, 1974-1978 |
| 13 | 18-19 | Staffing, 1974/09 (2 folders) |
| 13 | 20 | Venereal disease information circa, 1975-1977 |
| 13 | 21 | Work plan and budget, FY 1978/79 |

Subsubseries 5.10.4. Women's Clinic

Dates: 1975-1977

Extent: 0.3 linear foot

Arrangement: chronological

This subsubseries contains records of the women's medical clinic operated by the Center. The bulk of the materials consists of records relating to the clinic's family planning operations, funded by the Los Angeles Regional Family Planning Council (LARFPC). These records consist of contracts, correspondence, and financial and accounting papers. Other materials, which relate to the clinic's general medical services, include memoranda and correspondence. Additional materials relating to the women's clinic may be found in Subsubseries 5.10.1 and 5.10.2.

Box Folder

| | | |
|----|-------|---|
| 13 | 22 | Memos and correspondence, 1975-1977 |
| 13 | 23 | Management and financial planning, 1976 |
| 13 | 24-29 | Los Angeles Regional Family Planning Council (LARFPC) |
| 13 | 24 | Contracts, 1975-1976 |
| 13 | 25-27 | Correspondence |
| 13 | 25 | 1975 |
| 13 | 26 | 1976 |
| 13 | 27 | 1977 |
| 13 | 28 | Financial and accounting papers, 1975-1977 |
| 13 | 29 | Budgets, 1976 |

Subseries 5.11. Mental Health Services

Dates: 1971-1991

Extent: 0.4 linear foot

Arrangement: chronological

This subseries comprises materials relating to the mental health services provided by the Center. The bulk of the records relate to a proposed (but never realized) affiliation between the Center and Resthaven Community Mental Health Center in 1974, and to Los Angeles County's funding of the Center's AIDS-Affected Mental Health Outreach Program between 1987 and 1991.

| Box | Folder | |
|-----|--------|---|
| 13 | 30 | Mental Health Services, 1971-1979 |
| 13 | 31-33 | Resthaven Community Mental Health Center |
| 13 | 31 | 1972-1974 |
| 13 | 32 | United States Department of Health, Education & Welfare. National Institute of Mental Health. Outreach to Resthaven Community Mental Health Center funding proposal, 1974 |
| 13 | 33 | Affiliation Agreement between Resthaven Community Mental Health Center and Gay Community Services Center, 1974 |
| 13 | 34-36 | |
| 14 | 1-3 | AIDS-Affected Mental Health Outreach Program. Los Angeles County Department of Mental Health |
| 13 | 34 | Contract 57170, 1987-1988 |
| 13 | 35 | Contract 57170, 1988-1989 |
| 13 | 36 | Contract 60695, 1989 |
| 14 | 1 | Contract 63753, 1990 |
| 14 | 2 | Pre-Negotiation Contract Package, 1991 |
| 14 | 3 | Contract 65095, 1991 |

Subseries 5.12. Political Activity

Dates: 1971-1982

Extent: 4 folders

Arrangement: chronological

This subseries contains records documenting the Center's activities in promoting equal rights for homosexuals. The materials include correspondence from 1975 with California assembly leaders on the decriminalization of consensual private sex acts; with Los Angeles City Councilwoman Peggy Stevenson on improving relations between the Los Angeles Police Department and the gay community; and establishing liaison with Los Angeles Mayor Tom Bradley and District Attorney John Van De Kamp. Other records include materials from conferences of the California Committee on Sexual Law Reform (1971-1972), the National Coalition of Gay Organizations (1972), and the National Gay Alliance (1976).

| Box | Folder | |
|-----|--------|--|
| 14 | 4 | Political Activity, 1972-1982 |
| 14 | 5 | California Committee on Sexual Law Reform. Conferences, 1971-1972 |
| 14 | 6 | National Coalition of Gay Organizations, 1972 |
| 14 | 7 | National Gay Alliance. Bi-Centennial Gay Conference, Washington, DC, 1976/10/10-14 |

Subseries 5.13. Prison, Probation and Parole

Dates: 1972-1977

Extent: 0.2 linear foot

Arrangement: chronological

This subseries contains materials documenting the Center's Prison, Probation and Parole Program, which targeted gay prisoners—including those incarcerated for consensual sexual activities decriminalized in California in 1976—and assisted their reintegration into society with counseling, temporary housing (at the Fountain House, renamed in 1976 the "Stepping Stone"), and job counseling and placement. The materials include correspondence with prisoners, probation officers, and prison officials, and the proposal, contract, and correspondence relating to the funding of the program by the Los Angeles County General Revenue Sharing (GRS) Program.

Box Folder

| | | |
|----|-------|--|
| 14 | 8 | Correspondence and memos, 1972-1976 |
| 14 | 9 | Staffing and volunteers, 1974-1975 |
| 14 | 10-13 | Los Angeles County General Revenue Sharing (GRS) |
| 14 | 10 | Funding proposal, 1975/03 |
| 14 | 11 | Contract 25601 (I-44g), 1975-1976 |
| 14 | 12 | Contract 27555 (I-44g), 1976 |
| 14 | 13 | Contract correspondence, 1976 |
| 14 | 14 | Papers, circa 1974-circa 1976 |
| 14 | 15 | Reports, 1976 |
| 14 | 16 | Charles Hutchinson, 1977 |
| 14 | 17 | Don Patterson, 1977 |

Subseries 5.14. Resource and Referral

Dates: 1978-1980

Extent: 0.5 linear foot

Arrangement: alphabetical

This subseries contains logs of information/referral requests made to the Center from May through September 1979; a resource binder for 1980-1980, with information on gay and lesbian—and gay and lesbian supportive—institutions, organizations, and businesses, categorized by type; and additional resource questionnaires for circa 1979-1980, arranged alphabetically.

Box Folder

| | | |
|----|-------|--|
| 14 | 18-19 | Information/referral request logs |
| 14 | 18 | 1978/05-06 |
| 14 | 19 | 1978/07-09 |
| 14 | 20 | Resource and referral brochure |
| 14 | 21-22 | Resource binder, 1979-1980 (2 folders) |
| 14 | 23 | Resource flip file cards |
| 14 | 24-32 | Resource questionnaires |
| 14 | 24 | A-B |
| 14 | 25 | C-D |

| | | |
|----|----|-----|
| 14 | 26 | G-H |
| 14 | 27 | I-J |
| 14 | 28 | K-L |
| 14 | 29 | M-N |
| 14 | 30 | Q-R |
| 14 | 31 | S-T |
| 14 | 32 | X-Z |

Subseries 5.15. Self-Development

Dates: 1971-2005

Extent: 0.3 linear foot

Arrangement: general, counseling, groups and workshops

This subseries documents the Center's work in promoting the self-development of members of the gay and lesbian community, particularly through (1) professional counseling, (2) peer counseling, and (3) group programs, including consciousness raising groups, growth groups, and rap groups. The materials include brochures, correspondence, memoranda, studies on various aspects of counseling and group dynamics, evaluations of the Center's programs, and calendars and flyers relating to the on-going groups and workshops available at the Center. Calendars, flyers, and other materials relating to fundraising events, art exhibition opening receptions, and other one-time events not part of an on-going series can be found in Series 4.

Box Folder

| | | |
|----|-------|--------------------------------|
| 14 | 33 | Brochures |
| 14 | 34 | Correspondence, 1971-1974 |
| 14 | 35-36 | Counseling |
| 14 | 35 | Gays with disabilities |
| 14 | 36 | Transvestites and transsexuals |
| 14 | 37 | Peer counseling, 1972-1978 |
| 14 | 38-39 | |
| 15 | 1 | Group programs |
| 14 | 38 | Consciousness raising groups |
| 14 | 39 | Growth groups |
| 15 | 1 | Rap groups |
| 15 | 2-22 | Groups and workshops |
| 15 | 2 | 1972 |
| 15 | 3 | 1973 |
| 15 | 4 | 1979 |
| 15 | 5 | 1980 |
| 15 | 6 | 1981 |
| 15 | 7 | 1982 |
| 15 | 8 | 1983 |
| 15 | 9 | 1984 |
| 15 | 10 | 1985 |
| 15 | 11 | 1987 |

| | | |
|----|-------|-----------------------|
| 15 | 12 | 1991 |
| 15 | 13 | 1992 |
| 15 | 14 | 1993 |
| 15 | 15 | 1994 |
| 15 | 16 | 1995 |
| 15 | 17 | 1996 |
| 15 | 18 | 1997 |
| 15 | 19 | 2000 |
| 15 | 20 | 2004 |
| 15 | 21 | 2005 |
| 15 | 22 | No date |
| 15 | 23-24 | Groups |
| 15 | 23 | Gay fathers |
| 15 | 24 | Parents of gay people |

Subseries 5.16. Volunteer Program

Dates: 1975-1981

Extent: 1 folder

This subseries consists of a single folder relating to the Center's recruitment, training, and utilization of volunteers. The materials include correspondence with potential volunteers, publicity brochures and flyers, and procedures for the intake, orientation and placement of volunteers.

Box Folder

| | | |
|----|----|-------------------|
| 15 | 25 | Volunteer Program |
|----|----|-------------------|

Subseries 5.17. Women's Services

Dates: 1973-1993

Extent: 0.2 linear foot

Arrangement: chronological

This subseries comprises materials relating to the Center's provision of services to women. The documents include notices of women's staff meetings, 1973-1974; publicity materials for women's dances and lesbian raps, 1973-1982; the proposal and contract for the Lesbian Resource Program for Self-Development, funded by the Los Angeles County General Revenue Sharing (GRS) Program, 1975-1976; materials on the Lesbian Resource Program's successors, the Women's Resource Program, 1977-1980, the Women's Information and Skills Project, 1980, the Women's Referral Project, 1981, and Lesbian Central, established in 1981; correspondence, flyers, and other materials on the Incest Awareness Program, 1977-1980; and a brochure on women's services offered by the Center, issued by the Women's Issues Task Force in 1992. The materials are fragmentary.

Box Folder

| | | |
|----|-------|---|
| 15 | 26 | Women staff meetings, 1973-1974 |
| 15 | 27 | Women's dances, 1973-1975 |
| 15 | 28 | Lesbian raps, circa 1974-1982 |
| 15 | 29 | Women's services. Miscellaneous, 1974-1981 |
| 15 | 30 | Women's newsletters, 1974 |
| 15 | 31-32 | Lesbian Resource Program for Self-Development. Los Angeles County General Revenue Sharing (GRS) |
| 15 | 31 | Funding proposal, 1975 |
| 15 | 32 | Contract 28453 (V321), 1976 |
| 15 | 33 | Lesbian Resource Program [for Self-Development] |
| 15 | 34 | Incest Awareness Project, 1977-1980 |
| 15 | 35 | Women's Resource Program, 1977-1980 |
| 15 | 36 | Women's Information and Skills Project, 1980 |
| 15 | 37 | Women's Referral Project, 1981 |
| 15 | 38-42 | Lesbian Central |
| 15 | 38 | 1981 |
| 15 | 39 | 1982 |
| 15 | 40 | 1983 |
| 15 | 41 | 1986 |
| 15 | 42 | No date |
| 15 | 43 | Women's Calendar, 1992-1993 |
| 15 | 44 | Women's Issues Task Force, 1992 |

Subseries 5.18. Youth Services

Dates: 1972-1983, 1997 (bulk 1972-1977)

Extent: 0.25 linear foot

Arrangement: chronological

This subseries contains documents relating to the Center's youth services programs, known in its earliest years as Gay Youth of Los Angeles. The materials include correspondence, flyers, questionnaires, meeting minutes, position papers, and extensive manuscript. The earliest records appear to have come from the files of Center staff members Jay Fisher and Dacus Haining. The file on the 1972 Southwestern Regional Conference of the National Coalition of Gay Organizations contains considerable material on the Conference's Youth Platform. The materials also include papers of the national Gay Student Center and the Gay Student Council of Southern California, 1972-1973; a manual for Center youth workers, circa 1972; and papers of the Center's Youth Task Force, 1976-1977. Personal papers of both Fisher and Haining can be found in Series 7.

Box Folder

| | | |
|----|----|---|
| 15 | 45 | Gay Youth. General, 1972-circa 1985 |
| 15 | 46 | Gay Youth of Los Angeles, 1972 |
| 15 | 47 | Gay Youth of Los Angeles. Correspondence, 1972-1983 |

| | | |
|----|----|--|
| 15 | 48 | National Gay Student Center, 1972-1973 |
| 15 | 49 | Gay Student Council of Southern California, 1972 |
| 15 | 50 | National Coalition of Gay Organizations. Southwestern Regional Conference (SWR/NCGO), 1972 |
| 15 | 51 | FPS; the Youth Liberation news service, 1973 |
| 15 | 52 | Project Youth manual of operations, no date |
| 15 | 53 | Gay Youth Task Force, 1976-1977 |
| 15 | 54 | Youth Services, 1997 |

Series 6. Publications

Dates: 1971-1997

Extent: 0.3 linear foot

Arrangement: alphabetical

This series comprises publications by the Center. Most of these publications, such as *Center News* (which suffers from numbering inconsistencies), and *Outreach*, *Outside and Inside*, and *Vanguard*, are general newsletters intended for a public readership. Others, such as *In-House News* and *Monday Morning Memo*, address the internal staff. Several Center programs published their own newsletters, some for a public readership (*Lesbian Central Newsletter*, *Empowerment Times*, *P.C.P.* [Peer Counseling Program] *Newsletter*, and *Reach*), others (*Medical Services Newsletter* and *Men's Clinic Newsletter*) for staff alone. Most titles are represented by only one or two issues.

Box Folder

| | | |
|----|----|--|
| 15 | 55 | Annual Plan and Budget, 1995/96 |
| 15 | 56 | Annual Report, 1985/86, 1986/87 1988/89-1990/91, 1993, 1994/95, 1999 |
| 15 | 57 | Center News, 1 |
| 15 | 58 | Center News, 2 |
| 15 | 59 | Center News, 3 |
| 15 | 60 | Center News, 5, 1986 |
| 15 | 61 | Center News, 6, 1987 |
| 15 | 62 | Center News, 7, 1988 |
| 15 | 63 | Center News, 8, 1989 |
| 15 | 64 | Center News, 9, 1990 |
| 15 | 65 | Center News, 10 |
| 15 | 66 | Center News, 11 |
| 15 | 67 | Center News, 12, 1991-1992 |
| 15 | 68 | Center News, 13 |
| 15 | 69 | Center News, 13, 1993 |
| 15 | 70 | Center News, 1995 |
| 15 | 71 | Center News, 1996 |
| 15 | 72 | Center News, 1997 |
| 15 | 73 | Communicator (Staff), 1, 1974 |
| 15 | 74 | Empowerment Times 1994, no date |

| | | |
|----|----|--|
| 15 | 75 | Gay Community Services Center, 1971 |
| 15 | 76 | GCSC, 1, 1979 |
| 15 | 77 | In-House News, 1986 |
| 15 | 78 | L.A. What's Gay? 1979 |
| 15 | 79 | Lesbian Central Newsletter, 1987-1989 |
| 15 | 80 | Medical Services Newsletter, 1975 |
| 15 | 81 | Men's Clinic Newsletter, 1979 |
| 15 | 82 | Monday Morning Memo, 1981 |
| 15 | 83 | Outreach, 1973 |
| 15 | 84 | Outside and Inside, 1978 |
| 15 | 85 | P.C.P Newsletter, 1974 |
| 15 | 86 | Reach (Youth Department and Information Desk), 1984- |
| 15 | 87 | Vanguard, 1997 |

Series 7. People

Dates: 1946-1979, 1992

Extent: 0.3 linear foot

Arrangement: alphabetical

This series contains materials concerning individuals connected in one way or another with the Center. Approximately half the materials document activities related in one way or another to the Center: in particular, Morris Kight's files contain notes and correspondence relating to his many activities at the Center, and Ed Edelman's file contains correspondence, press releases, and photographs relating to his active support on the County Board of Supervisors for the Center and its programs. The other materials document activities not necessarily related to the Center, including personal correspondence of Jay Fisher, of the Youth Services Program; adoption and other legal papers of Dacus Haining, as well as correspondence from his work with the Services to Juveniles Committee in New Orleans prior to his employment by the Center; and festivities surrounding the arrival of June Herrle's child. Ken Bartley's file includes a curriculum vitae, copies of his letter resigning from the Center, and articles of incorporation for Sun Family, Incorporated, which Bartley used following his resignation to pursue a career in music production and marketing. Richard Nash's file contains copies of several articles by him on gay identity and Unitarian Universalism.

Box Folder

| | | |
|----|-----|--|
| 15 | 88 | Biographies, circa 1972 |
| 15 | 89 | Bartley, Ken, 1974-1981 |
| 15 | 90 | Berman, Steve, 1982 |
| 15 | 91 | Edelman, Ed, 1975-1992 |
| 16 | 1 | Fisher, Jay. Personal Correspondence, 1972 |
| 16 | 2-3 | Haining, Walton Dacus |
| 16 | 2 | Personal papers, 1946-1972 |
| 16 | 3 | Services to Juveniles Committee (New Orleans), 1971-1972 |
| 16 | 4 | Herrle, June, 1972 |

| | | |
|----|-----|---------------------------------|
| 16 | 5 | Kepner, Jim, 1979 |
| 16 | 6-7 | Kight, Morris |
| 16 | 6 | 1972 |
| 16 | 7 | 1973 |
| 16 | 8 | Kilhefner, Don, circa 1972-1977 |
| 16 | 9 | McGaw, Steve, 1974 |
| 16 | 10 | Nash, Richard, 1973 |
| 16 | 11 | Park, Mary Jane, 1979 |

Series 8. Subject Files

Dates: 1973-1981

Extent: 0.4 linear foot

Arrangement: alphabetical

This series contains a small number of original subject files found among the Center records. These files relate, inter alia, to workshops on health and gay awareness, free clinics in California, older gays, sex law reform, sexism, and transsexuals. The police file contains correspondence, memoranda, flyers, and other materials relating to the Center's work to stop the harassment of gays and lesbians by the Los Angeles Police Department. Linda Poverny's PhD thesis is a study of the organizational issues that faced the Center during its first decade.

Box Folder

| | | |
|----|-------|---|
| 16 | 12 | California Community Health Seminar, 1974 |
| 16 | 13 | Free Clinics in California, Profile of, 1974 |
| 16 | 14 | Gay Archives, 1977 |
| 16 | 15 | Gay Awareness. Workshop materials |
| 16 | 16 | Gay Community of Concern (Gay People's Union at Stanford and Whitman-Radcliffe Foundation), 1973-1974 |
| 16 | 17 | Older Gays, 1975 |
| 16 | 18 | Police, 1971-1981 |
| 16 | 19-21 | Poverny, Linda Marlene. The Organizational life cycle and the adaptation process: a case study of the Los Angeles Gay and Lesbian Community Services Center. PHD Thesis (University of Southern California), 1984 (3 folders) |
| 16 | 22 | Prisons, 1975 |
| 16 | 23 | Sex laws and reforms |
| 16 | 24 | Sexism / Sexual discrimination, 1974 |
| 16 | 25 | Transsexuals, 1975 |
| 16 | 26 | Women's Community Hotline |

Series 9. Ephemera

Dates: circa 1972-1981

Extent: 1 folder



L. A. Gay & Lesbian Center Records

This series comprises two Center staff badges, a flyer for the Center's Gay Help-Line, and a button from the Center's 1981 "Declare Our Independence" campaign to free itself from dependence on government grants to fund regular staff positions.

Box Folder

| | | |
|----|----|---------------------------|
| 16 | 27 | Ephemera, circa 1972-1981 |
|----|----|---------------------------|