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**MS 032**  
**Postal History Foundation Records**

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**SUMMARY INFORMATION**

Title: Postal History Foundation Records

Creator: Postal History Foundation (Western Postal History Museum)

Inclusive dates: 1960-(updated to current as needed)

Extent: 7 boxes + 1 case drawer; 6.5 linear ft.

Abstract: This is a collection of documents, reports, photographs, correspondence, and clippings related to the history of the Postal History Foundation. It begins with the original organization of the Western Postal History Museum at the Arizona Pioneers' Historical Museum (now the Arizona Historical Society) and continues through the move to the building on 1st Avenue, as well as to the name change of the Postal History Foundation

Call no.: MS 032

Language: English

Repository: Peggy J. Slusser Memorial Library  
920 N. First Avenue  
Tucson, Arizona, 85719

**ACCESS & USE**

Acquisition information: Materials were accumulated by unknown persons in the PHF over the years and stored in various places throughout the buildings.

Restrictions: This collection has no restrictions.

Copyright: It is the responsibility of the user to obtain permission to publish from the owner of the copyright (the institution, the creator of the record, the author or his/her transferees, heirs, legates, or literary executors). The user agrees to indemnify and hold harmless the Postal History Foundation, its officers, employees, and agents from and against all claims made by any person asserting that he or she is an owner of copyright.

Preferred citation: Postal History Foundation Records. Postal History Foundation.

## ARRANGEMENT

This collection is arranged into

- Administrative documents
- Member and public relations
- Departments and staff
- Postal History and Philatelic events
- Slusser construction
- Photographs

## HISTORICAL NOTE

The Western Postal History Museum (WPHM) was established as a department of the Arizona Pioneers' Historical Museum in 1960 and later became an affiliate. Dr. Ray Brandes, Assistant Director of the Museum, and William Alexander, curator emeritus of stamps and postal history of the Carnegie Museum in Pittsburgh, were the founders. Mr. Alexander, the first Director of the WPHM, started a philatelic education program for asthmatic and underprivileged children in collaboration with the National Foundation for Asthmatic Children. Mr. Arthur Springer succeeded Alexander as the next Director in 1976. As the activities of the WPHM expanded, it outgrew the space initially provided by the Arizona Historical Society and acquired its own building at 920 N. 1st Avenue in Tucson, approximately two blocks away from the original location. The Foundation has always been self-supporting, relying on donations, volunteer time, sales, and small grants to maintain operations. There are currently four departments: philatelic education, a research library, a museum, and a post office contract station.

The official dedication of the WPHM was held in 1969 and in the same year the philatelic education program moved from the Sahuaro School to schools throughout the Tucson Unified School District. Stephen Bechtel donated the necessary funds to purchase the current building in 1978.

## SCOPE & CONTENT NOTE

Series 1: Administrative documents

Administrative documents in this series pertain to the foundation as a whole: its mission, projects, and daily operations. Included are the by-laws, memos and minutes, financial statements, and correspondence from and to the directors and chairpeople. Of interest are letters pertaining to the foundation's relationship with the Arizona Historical Society and the search for a new building to house the foundation (its current location). Similar items more specific to departments, such as Education, as well as more personal documents from the directors, will be found in the Departments and Staff series.

Series 2: Member and public relations

Included in this series are publicity materials created by and for the foundation to recruit members and inform the public, documents relating to foundation-wide community events, and

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newspaper clippings about the foundation. Similar items more specific to departments (such as Education) will be found in the Departments and staff series. Documents pertaining to events that are specifically related to philately, such as the Western Postal History Conference, are found in the Postal history and philatelic events series.

### Series 3: Departments and staff

Documents in the Departments and staff series include correspondence, publicity, and information related directly to specific departments at the foundation. Of interest are the materials from the Education department and the early work with asthmatic children. Also contained in this series is biographical information about the directors and chairpeople as well as specific staff from their respective departments.

### Series 4: Postal history and philatelic events

During the 1960s and early 1970s, the foundation was involved in the well-attended Western Postal History Conferences. This series contains planning notes, programs, and photocopied photographs from these conferences. Also contained in this series are notes, correspondence, and programs from the seminars headed by Director Doug Kelsey in the late 1980s and early 1990s.

### Series 5: Slusser construction

Documents, correspondence, drawings, specifications, blueprints, and other materials related to the construction of the Slusser Library (ca. 1993-1996) are in this series. This series not only tells the story of the construction process, but also provides details of the existing building.

### Series 6: Photographs

Photographs from all aspects of the foundation are included in this series and are arranged similar to the arrangement of series 1 – 4. Depending on the contents of each folder, some smaller photographs are housed separately.

## **SUBJECT TERMS**

Alexander, William L.  
Arizona Philatelic Rangers  
Philatelists  
Postal History Foundation  
Stamp Collecting – Arizona - Congresses  
Western Postal History Museum

## RELATED MATERIAL

Related collections : Alexander Papers (MS 030)  
Arizona Philatelic Rangers Collection (MS 014)  
Bechtel Collection (MS 006)  
Kelsey Collection (MS 029)  
Postal History Foundation Arizona Post Office Field Trip Collection (MS 042)

Separated material: Arizona Philatelic Workshop books (cataloged as books in stacks)

## ADMINISTRATIVE NOTE

Acquisition number : 2010-32

Processed by: Charlotte Cushman in December 2011. Revised by Valerie Kittell in July 2015 and June 2016. Revised by Valerie Kittell and Cosette Hutton in November 2016.

## BOX AND FOLDER LISTING

### Box 1 **Series 1: Administrative documents**

f.1	Brief history of PHF (written by PHF)	1960- n.d.
f. 2	By-laws	1989- 1992
f. 3	Financial statements	1952- 1997
f. 4	Board minutes, reports, committee and admin memos	1962-
f. 5	Correspondence – Director William Alexander	1961- 1973
f. 6	Correspondence – Director Art Springer	1976- 1986
f. 7	Correspondence – Director Charles Towle	1986–1988
f. 8	Correspondence – Director Doug Kelsey	1988-1991
f. 9	Correspondence – Director Betsey Towle	1991-1993
f. 10	Correspondence – Chairperson Robert Bechtel	1996-2005
f. 10a	Correspondence – Member Alex Lutgendorf	
<b>Series 2: Member and public relations</b>		
f. 11	Foundation and community events	1973-2016

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Box 1	f. 11a	Record book of sales and Open House attendees	1976-1990
	f. 12	Membership materials, statements, and newsletters	1972-1994
	f. 13	Marketing materials	ca. 1960- 2014
	f. 14	Stationery used and related covers	ca. 1960- 1990
	<del>f. 15</del>	<del>Special event covers (Removed and placed in MS 033)</del>	<del>1991-1993</del>
	f. 16	Publicity – Newspaper clippings	ca. 1960- 1990
	f. 17	Publicity – Electronic media (DVD)	2006- ca. 2010
[Oversize]	f. 17a	Oversize materials	
		Postal History Foundation poster	n.d.
		Artwork for envelopes/cachets	1972
		<i>Arizona Daily Star</i> article with picture of Alex Lutgendorf	1984
		Electric street cars poster	1993
		“Bus Stop” station Marilyn Monroe stamp poster	1995
Box 2		<b>Series 3: Departments and staff</b>	
	f. 18	Education department	ca. 1960- 1990
	f. 19	Education department – National Foundation for Asthmatic Children and Sahuaro School	1964-1969
	f. 20	Education department – YES program	ca. 2009-on-going
	f. 21	Education department – Annual stamp design contest winning entries	2012-on-going
	f. 22	Slusser Library	ca. 1993-on-going
	f. 23	Museum	n.d.–on-going
	f. 24	Director William Alexander	1961-1979
	f. 25	Director Art Springer	1972-1994
	f. 25a	Director Charles Towle	
	f. 26	Director Doug Kelsey	
		<b>Series 4: Postal history and philatelic special events</b>	
	f. 26a	PHF exhibit adjudication materials	1963

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Box 2	f. 27	Western Postal History Conference	1965
	f. 28	Western Postal History Conference	1966
	f. 29	Western Postal History Conference	1967
	f. 30	Western Postal History Conference	1968
	f. 31	Western Postal History Conference	1970
	f. 32	Western Postal History Conference	1971
	f. 33	Western Postal History Conference	1972
	f. 33a	Non-PHF philatelic events (PHF participated, did not host)	1963-1970
	f. 34	Seminars	1988-1993

**Series 5: Slusser construction**

Box 3	f. 34a	Slusser construction – PHF finances	1994-1996
	f. 34b	Slusser construction – Administrative format/instruction	1996
	f. 34c	Slusser construction – Meeting notes	1996
	f. 34d	Slusser construction – Purchase of lot (?)	1997
	f. 34e	Slusser construction – Contract	1994-1996
	f. 34f	Slusser construction – Division II background information	1994-1995
	f. 34g	Slusser construction – Correspondence	n.d.; 1995-1996
	f. 34h	Slusser construction – Carl LeMar John’s notes	n.d.
	f. 34i	Slusser construction – Drawings, sketches, etc.	n.d.; 1996
	f. 34j	Slusser construction – Reports, inspections, permits	1995-1996
	f. 34k	Slusser construction – Bids and estimates	1995-1996
Box 4	f. 34l	Slusser construction – Change order proposals	1996
	f. 34m	Slusser construction – Change orders	1996
	f. 34n	Slusser construction – Specs and schedules	n.d.; 1996
	f. 34o	Slusser construction – Approved plans (Holben, Martin & White)	1995-1998
	f. 34p	Slusser construction – Billing and payments	1995-1996
	f. 34q	Slusser construction – Design program	1993
	f. 34r	Slusser construction – Project manual	1995

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Box 5	–	Slusser construction – Blueprints (folded)	1995-1996
Case 1	d. 1	Slusser construction – Design proposals and blueprints (flat)	1994-1996
<b>Series 6: Photographs</b>			
Box 6	f. 35	Exhibit of Postal History Foundation (Alphie Kuhm?)	1972-1997
	f. 36	Photos – Arizona Historical Society	ca. 1963- 1974
	f. 37	Photos – Main building on First Avenue	n.d.
	f. 38	Photos – Slusser Library	ca. 1993- 1994
	f. 39	Photos – Education	ca. 1960- 1990
	f. 40	Photos – Events	1960s
	f. 41	Photos – Events	1970s
	f. 42	Photos – Events	1990s
	f. 43	Photos – Events	2000s
	f. 44	Photos – Staff and volunteers	1960s
	f. 45	Photos – Staff and volunteers	1970s
	f. 46	Photos – Staff and volunteers	1980s
	f. 47	Photos – Staff and volunteers	1990s
	f. 48	Photos – Staff and volunteers	2000s
	f. 49	Photos – Director William Alexander	1960s- 1970s
	f. 50	Photos – Director Art Springer	n.d.
	f. 51	Photos – Director Doug Kelsey	1987-1988
	f. 52	Photos – Chairperson Robert Bechtel	n.d.
	f. 53	Negatives	n.d.
	f. 54	Small photos – Buildings on First Avenue	n.d.
	f. 55	Small photos – Education	ca. 1960- 1990
	f. 56	Small photos – Events	1960s
	f. 57	Small photos – Events	1970s
	f. 58	Small photos – Events	1980s
	f. 59	Small photos – Events – Slusser groundbreaking	1993?
	f. 59a	Small photos – Slusser construction	1996

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Box 7	f. 59b	Small photos – Slusser construction	1996
	f. 60	Small photos – Events – Slusser dedication	1996
	f. 61	Small photos – Events – Staff and volunteers	1980s
	f. 61	Small photos – Field trip (?) to Queen Mine	n.d.