

**Stewart Bell Jr. Archives
Handley Regional Library
Winchester-Frederick County Historical Society**
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**Handley Board of Trustees Records
864 THL**

Inventory created by Archives Staff 12/2010. Last revised 01/2023.

ACCESS RESTRICTIONS: Box 1 of this collection is available to researchers. Access is restricted for the remaining materials in this collection. Researchers wishing to consult materials in this collection require written permission from the Chair of the Handley Board of Trustees. Please contact Archives Staff for assistance.

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PHYSICAL ACCESS: Boxes 2 through 16 are in off-site storage. The Archives requires 48 hours' notice to retrieve materials.

EXTENT: 16 linear feet (16 boxes)

CREATOR: Handley Board of Trustees (Winchester, Va.)

DATE: 1898-1998

SCOPE AND CONTENT: The Handley Board of Trustees Records contains information pertaining to the bequest of John Handley which established the Handley Library and the Handley High School. Most of the material consists of financial records and other documents from the Board of Trustees, which was established to manage the funds designated by Judge Handley. There are also documents pertaining to the building, furnishing, and early years of the Handley Library, the Handley High School, and the Douglas School.

BIOGRAPHICAL/HISTORICAL: The Handley Board of Trustees was established February 7, 1896, by the Winchester City Council. The Board was chartered "to carry out the purpose of Judge Handley's will as it relates to the City of Winchester; 'to superintend and direct the custody and investment of the fund' resulting from the said will." In carrying out Judge Handley's will, the Handley Board of Trustees founded the Handley Library (opening in 1913), and the Handley High School (1923) and the Douglas School (1927).

ARRANGEMENT: Materials have undergone only minimal arrangement. Organization generally reflects the order in which they were received.

CITE AS: Handley Board of Trustees Records, 864 THL, Stewart Bell Jr. Archives, Handley Regional Library, Winchester, VA, USA.

BIBLIOGRAPHY: Quarles, Garland R. *John Handley and the Handley Bequests*. 2d ed. Winchester, VA: Winchester-Frederick County Historical Society, 1998.

ORGANIZATION:

BOX 1 *Available to public*

Annual reports of the Handley Board of Trustees, 1913, 1915, 1917-1919, 4 items, printed

Book plate design (Dando Press), unnumbered items, printed

Charter and By-Laws of the Handley Board of Trustees, 1918, 1 item, printed, 12 pages

Circulation Record Book – Douglas School Branch, 1950-1954, 1 item, manuscript, unnumbered pages

Lecture Flyer – The Great War, 1 item, printed, 1 leaf

Letter from George B. Cutter – 19th century local silversmiths, 1947, 2 pages, manuscript

Letter from J.E. Correll – Engrossing Commission, 1911, 2 leaves, manuscript and printed

Library Opening Ceremony Speech, August 21, 1913, 4 leaves, typescript

Reports of the Handley Library, 5 items, 1913-1915, 1918, 28 leaves, typescript

BOX 2 (boxes 2 – 9 contains check stubs, receipts and other accounting records)

Banking and finance 1900-1916

BOX 3

Banking and finance 1916-1930

BOX 4

Banking and finance 1930-1938

BOX 5

Banking and finance 1939-1941

BOX 6

Banking and finance 1941-1946

BOX 7

Banking and finance 1946-1949

BOX 8

Banking and finance 1949-1954

BOX 9

Banking and finance 1954-1998

BOX 10 Deeds, bonds, investments

Aler, Veronica McNamara – Fire Insurance Policy

Atkinson, Will – Loan/bond

Boyce & Stein Bros., Baltimore

Boyd, Richard – Loan/bond

Butler Brothers – Lease

Colored School – Massey Lot, July 1925

E.V. Weems Farms – Loan/bond

Heitt, W. Fred – Deed of Trust

Insurance papers 1910-1913

Kramer, Philip – Loan/bond

Mail Insurance – 1930s

Prospectuses/Investment Papers

Riley, Minnie Conrad – Loan/bond

Round Hill Orchards, February 1923

R.Y. Conrad Post American Legion – Loan/bond

Sowers H. Wise – Bond

Stouffer, Harry C. – Loan/bond

Strasburg Orchard & Produce Co.

Strasburg Water Bond – Loan/bond

Tokes, Geo. R. (C.R. Keeler) – Loan/bond

Weatherly, W.H. – Loan/bond

BOX 11 Deeds, bonds, investments

Allied Mortgage Companies, Inc., Series D, 1933-1938

Addison Realty Co.

Apperson Lee Motors Co.

Apple Ridge Orchard Co.

Atkinson, Will

Bahlman Trustee

Bank of Clarke Co. (Warden, H. C.)

Beverly, Wm.

Bond Bros. (Richards)

Campbell

Carter, Byrd & Beverly

Chalis Realty Corp – Level Club/Hotel Lismore

Commissioner of Accounts – set aside for humidifier – may place in separate box for
Oversize

Continental Investment Bond Corp.

Coffman, Charles F.

Consolvo, Mrs. Mary Byrd

Crawford, C. Grattan

Dunstan, Lizzie S.

Elizabeth G. Weems
Empire Properties Corporation
Federal Housing Administration
F. H. A. Literature
Fidelity Home Investments
First and Merchants National Bank of Richmond
First Mortgage Corporation
General
George W. Strong
Gillet & Co. Master Printers Building
Gordon, E. U.
Goss, Edward C. and Margaret Hodgson
Gramercy Park Building Corporation
Handley Board School Library Fund Receipts
Harry , C. Burton
Henrico County, Va.
Hinkle, John A.
Home Mortgage Company
Home Owners Loan Corp.
Illinois Standard Mortgage Company
Keeler, Charles R.
Keeler Property
Kramer, Philip
Larrick, Herbert S.
Lee, Edward B.
Lincoln Finance Company

Lumbermans Finance Corp. American Home Mortgage Co.

Misc. Loose Papers

Moore, E. B. and Ralph Dorsey

Montgomery Building, Inc.

Mortgage Assurance Corp.

Mortgage Security Corp. of Am.

Nathan Goodman

National Bond & Mortgage Corp.

National Bondholders Corporation

National Union Mortgage Company

Nissen & Sons, W. M.

Park Chambers, Inc.

Parkersburg Mattress Company

Pingley, H. E. and Eva

Potomac Bond. Corp.

Potomac Bond Corporation Franklin Issue

Potomac Bond Corporation Potomac Issue

Potomac Bond Corporation R. B. S. Issue

Potomac Bond Corporation Seaboard Issue

Preston, Sam D.

Richards, Boyd R.

Riley, Minnie Conrad

R. Y. Conrad Post, Am. Legion

BOX 12 Deeds, bonds, investments, financial reports

Shen. Valley Agricultural Society

Shenandoah Valley National Bank

Smithfield Farm

South Atlantic Investment Corp.

South Atlantic Investment Corp. (Hankes)

Stouffer, H. C.

Strasburg Orchard & Produce

Straus & Co – Van Rensselaer Estates, INC

Summers, Phoebe

Tabb, E. C.

Thalhimer Bros. Realty Corp.

Universal Mortgage Co.

Unified Debenture Corporation

Union Mortgage Company

Van Dine, A.C.

Wadsworth Building

Wardman Real Estate Properties – Washington Properties

Weatherby, W. H.

Weems, E. V.

Weems Farm, Tenants

Whitmire, George R.

W. S. Heitt Estate

Audit & examination reports prepared by Leach, Rindfleisch & Scott for Handley Board of Trustees (for the following years):

1931/32

1932/33

1933/34

1934/35

1935/36

1936/37

1937/38

1938/39

1939/40

1940/41
1941/42
1942/43
1943/44
1944/45
1945
1946
1947
1948
1949
1950
1951
1952
1953

Financial Report compiled by Robinson, Farmer, Cox Associates, 1994

BOX 13

News articles – Handley Library – Board of Trustees

Abstract of Title Lot: Bluefield, Mercer County, WV (Martin J. Garry)

Agreement – Colonial Brick Corporation and the Handley Board of Trustees

By-laws, studies, etc.

Charter and by-laws of the Handley Board of Trustees

Common Council report to Handley Board and fund Sept. 1900

Court case: Board of Handley Trustees vs. Winchester Memorial Hospital et al.

Court case: Henry Handley et als., vs. John Handley's executors brief of R.M. Ward, counsel for defendants

Court case: Supreme Court of Pennsylvania re; estate of John Handley

Deeds of Lease (Nellie and T.W. Harrison; Garland Hansbrough; Julia H. Kennedy)

Eighteen Insurance Policy on John Handley H.S.

Electrical Supplies – Early 1900s

Garry, J. Martin – Deed of Trust

Glaize and Brothers – Bid to Construct Handley Library, June 19-Dec 4, 1906

Gordon, E.U. – Loan/Bond

Handley Library Board members (news articles)

Handley Tract – timber sales

Reply to Common Council by Handley Board of Trustees

School fund 1915-1924

Estate of John Handley deceased – Accounts

Hotchkiss Map acquisition

Minutes – 1964

Miscellaneous correspondence

Montana Hall buildings, White Post, VA

Nolting, Frederick E. & Co. Investments

Public concerns – 1989

Public concerns – 1990

Handley Fund, A Report to the Board of Handley Trustees, 1918

Reports of the Handley Board of Trustees 1915-1918

Scranton Coal Co.

Scranton Trust Co. Statement of Account 1917-1922

Trust Companies (miscellaneous.)

Trust Companies – Equity Improvement Co.

Trust Companies – Gillet and Co. Bankers

Trust Companies – Grace Securities Corporation

Trust Companies – Home Mortgage Company

Williams, R. Gray – Correspondence re: investments

BOX 14

Correspondence – Conrad, Holmes – Personal letters 1880-1919

Correspondence – Edmond, Stuart H. – Architect August 17, 1916

Correspondence – Hand, William J. – Attorney

Correspondence – Handley Board – 1895

Correspondence – Handley Board – 1896

Correspondence – Handley Board – 1897

Correspondence – Handley Board – 1898

Correspondence – Handley Board – 1899

Correspondence – Handley Board – 1900

Correspondence – Handley Board – 1904

Correspondence – Handley Board – 1913-1950

Correspondence – Miscellaneous – 1895-1915; Personal papers of Major Holmes Conrad

Correspondence – Legal papers relative to 15,000 acre tract of land in McDowell co., WV, 1897-1899

Correspondence – Miscellaneous – 1909

Correspondence – Miscellaneous – 1910-1915

Correspondence – Miscellaneous 1922-1923

Correspondence – Related to executor's fees, 1913-1915

Correspondence etc. relative to the suit or ward of Winchester Memorial Hospital vs. City of Winchester or Handley Board

Correspondence – 1910-1911 – relative to 1375 acre tract of Handley Mountain land in Back Creek District, Frederick County, VA

Correspondence – Shenandoah Valley National Bank

Booklets (various subjects)

Chicago Title and Trust Company

Handley Board of Trustees vs. the Executors of John Handley – dec'd legal papers

Miscellaneous Handley Board of Trustees papers

Nolting, Frederick E. & Co. Investments

Registered Mail or Express Shipments Insurance, 1945-1948

Rotary Club

S.W. Straus & Co. Investments

Speeches – Cue Cards

Standard Mortgage Company

265 4th Ave, NY Bonds

Wadsworth Building, NY Bonds

Account books: 1907-1911, 1911-1915, 1922-1923

BOX 15 School & Library papers

Applications for Employment at Library

Architect and Construction of Library

Collection Development Notebook

Library Furniture Records

Correspondence related to formal opening of the Handley Library – August 21, 1913

School Construction Documentation – J.L. Crouse, Contractor

School Construction Documentation – Miscellaneous

School Furniture and Supplies

Quantity Surveys for the Handley Schools

Specifications for the Erection and Completion of the Handley Schools (includes the following):

Electrical Work, 1 item, 52 pages

Elevator, 1 item, 2 pages

General Construction, 1 item, 146 pages

Heating and Ventilating, 1 item, 53 pages

Plumbing, Sewers, and Gas Fitting, 1 item, 44 pages

Equipment Receipts 1970s

Utilities and Services 1970s

Library Addition Costs and Equipment, 1975

Handley Regional Library Agreement Documents, 1979-81

Right of Way Agreement

Trust Agreement: Mahaney, John D., 1981

History of Accounts Held by Handley Library, 2-20-90

BOX 16

Correspondence, c1910s

Correspondence, c. 1919-1927

Correspondence, c. 1940s

Correspondence, c. 1930s, 1940s

Correspondence, c. 1942-1946

Correspondence, c. 1936-1942

Investments, c1930s-1940s

Bills, c1919

OVERSIZE

MAPCASE 2, DRAWER 13

Estate of John Handley in Scranton, PA – blueprint; Letter from John T. Richards re: blueprint, 1915

Furniture design for Handley Library, 1906-1912, 11 items

New Lot Layout, Smithfield Farm, 1923

New Lot Layout, Adjacent to Virginia Ave. School, 1931

Holiday Memorial Annex, Handley Library, 1931

MAPCASE 3, DRAWER 8

Preliminary Plat of Handley Board of Trustees Lot's, Winchester, VA
Richard V. Goode, July 10, 1963

Plan and Profile to accompany Preliminary Plat

OVERSIZE SHELVING

Account Book, School and Library, 1922 – 1928, 1 volume