

# John Douglas Woodward secretary records

Collection ID# RG.01.04.02

Finding Aid prepared by Hoang Tran

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PENNSYLVANIA ACADEMY  
OF THE FINE ARTS

The Pennsylvania Academy of the Fine Arts  
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Philadelphia, PA 19102

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215-972-2066

Prepared November 2016

## Summary Information

<b>Repository</b>	The Pennsylvania Academy of the Fine Arts, Dorothy and Kenneth Woodcock Archives
<b>Creator</b>	John Douglas Woodward (1848–1924)
<b>Title</b>	John D. Woodward secretary records
<b>Date [bulk]</b>	
<b>Date [inclusive]</b>	1891-1893
<b>Extent</b>	2 document boxes
<b>Location note</b>	
<b>Language</b>	English
<b>Language of Materials note</b>	English
<b>Abstract</b>	Collection primarily comprises of office files for John Douglas Woodward, 1891-1893.

### **Preferred Citation note**

[identification of item], Title of Collection, Collection ID#, Pennsylvania Academy of the Fine Arts Archives, Philadelphia, PA.

## **Historical note**

The holder of this office, while not called a curator, performed duties more traditionally understood as those of a museum curator. These included handling correspondence about exhibitions, shipping arrangements, gallery maintenance, and some collection care. The incumbent received assistance from the curator and acted as the secretary to the board, especially in regard to the business of the Committees on Instruction and Exhibitions, where virtually all relevant professional decisions originated.

## **Scope and Contents note**

Collection primarily comprises of office files for John Douglas Woodward.

## **Arrangement note**

Arranged chronologically.

## **Administrative Information**

### **Conditions Governing Access note**

Collection is open for research.

The archives reserves the right to restrict access to materials of sensitive nature. Please contact the department for further information.

### **Conditions Governing Use note**

The collection is the physical property of the Pennsylvania Academy of the Fine Arts, Archives. The Museum holds literary rights only for material created by Museum personnel or given to the Museum with such rights specifically assigned. For all other material, literary rights, including copyright, belong to the authors or their legal heirs and assigns. Researchers are responsible for obtaining permission from rights holders for publication and for other purposes where stated.

### **Immediate Source of Acquisition note**

### **Provenance note**

### **Processing Information note**

Processed by Cheryl Leibold.

## **Controlled Access Headings**

**Person(s)**

**Corporate Name(s)**

**Genre(s)**

**Geographic Name(s)**

**Subject(s)**

**Physical Characteristics and Technical Requirements note**

**Collection Inventory**

<b>Date</b>	<b>Folder Title</b>	<b>Box #</b>	<b>Folder #</b>
1891	Secretary's General Office files: A-K	1	1
1891	Secretary's General Office files: L-Z	1	2
1892	Secretary's General Office files: A-K	1	3
1892	Secretary's General Office files: L-S	1	4
1892	Secretary's General Office files: T-W	1	5
1892	English Pre-Raphaelite Painters and William Blake exhibition	1	6
1892	Architectural Section of the Annual Exhibition	1	7
Jan. 1891 - Jun. 1893	Secretary Letter book	OS1	