



MINNESOTA HISTORICAL SOCIETY
Minnesota State Archives

HUMANE SOCIETY

An Inventory of Its Financial Records

OVERVIEW OF THE RECORDS

Agency: Minnesota Humane Society.
Series Title: Financial records,
Dates: 1873, 1923-1985.
Quantity: 1.05 cu. ft. (1 box and 1 volume in partial box).
Location: See Detailed Description section for box locations.

SCOPE AND CONTENTS OF THE RECORDS

Records documenting the various financial transactions of the humane society, including treasurer's reports (1873, 1940), budget estimates (1923-1955, 1973-1986), mortgage (1923-1950) and bonds (1945-1950) correspondence and related documents, a receipts and disbursements ledger (1924-1943), expense accounts (1925-1939), ledger (1935-1947), audit reports (1941-1979, incomplete), petty cash sheets (1940-1941, 1948-1953), membership and contribution receipt books (1943-1951), and financial statements (1943-1985, incomplete).

The 1935-1947 ledger includes checking and savings account entries, mortgage and bond listings, and assorted minor membership and financial data.

INDEX TERMS

This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:

Animal rescue--Minnesota--Societies, etc.--Membership.
Animal welfare--Minnesota--Societies, etc.--Finance.
Bonds--Minnesota.
Child welfare--Minnesota.
Humane education--Minnesota.
Mortgages--Minnesota.

Organizations

Minnesota Society for Prevention of Cruelty.
Minnesota Society for the Prevention of Cruelty to Animals.

ADMINISTRATIVE INFORMATION

Preferred Citation:

[Indicate the cited item and folder title here]. Minnesota Humane Society. Financial records. Minnesota Historical Society. State Archives.
See the Chicago Manual of Style for additional examples.

Accession Information:

Accession number(s): None 2006 (mss) 987-58 2000-47

Processing Information:

Appraisal Note: Due to the incomplete and scattered nature of the society's financial and membership records, a number of materials not normally considered archival were consciously retained in this series in order to provide as full a picture of the society's operations as possible. These include the expense account and petty cash sheets and the membership and contribution receipt books.

Processed by Cheri Thies, April 2001.
PALS ID No.: 0900322499

DETAILED DESCRIPTION OF THE RECORDS

Note to Researchers: To request materials, please note both the location and box numbers shown below.

Location	Box	
101.D.19.7B	1	Treasurer's reports, 1873, 1940. 1 folder. Budget estimates, 1923-1955, 1973-1986. 3 folders. Incomplete; include biennial, annual, semi-annual, and quarterly budget estimates and supporting documentation. Mortgage correspondence and related documents, 1923-1950. 6 folders. Letters, insurance policies, deeds, and legal papers relating to five properties owned by the society, four in Minneapolis and one in Fargo, North Dakota. Most of the properties seem to have been bequests to the society and were leased by the society for income. [More information about these mortgages can be found in the Ledger, 1935-1947, listed below.]

Location	Box	
108.J.12.8F-1	2	Receipts and disbursements ledger, July 1, 1924 – June 23, 1943. 1 volume. Handwritten; accounts are found on pages 1-55.

Location	Box	
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- 101.D.19.7B 1(cont.) Expense accounts, 1925-1939. 4 folders.
Itemized expense sheets kept by Executive Agent Sam F. Fullerton, with a few kept by his assistants (June 1925 – March 1930), Executive Agent/Secretary Harry B. Klaus (April 1930 – December 1936), and employees Merrill Rose (June 1936 – August 1937) and Laura E. Klaus (June 1937 – April 1939).
- Ledger, 1935-1947. 1 volume.
Contains checking account entries (October 21, 1937 – September 30, 1947; pages 1-148, 155-205, 212-239); savings account reimbursements (October 1937 – July 1938; page 149); savings account entries (October 1937 – April 1941; pages 150-151); state checks (July 1945 – September 1946; pages 207-211); junior memberships (February 2, April 29, 1944; page 241); memberships, numbers 1-54 ([ca. 1944]-1945; pages 250-251); special contributions (August [?]; page 258); mortgages listed (1935-1946; pages 260-262, 264-276, 281, 282); and bonds (1944-1947; pages 277-280). The volume has a very incomplete alphabetical index.
- Audit reports, 1941-1979. 1 folder.
Incomplete.
- Petty cash sheets, 1940-1941, 1948-1953. 1 folder.
- Receipt books, 1943-1951. 6 volumes.
List memberships, junior memberships, and contributions.
March 11, 1943 – July 28, 1944.
November 5, 1944 – June 9, 1946.
June 28, 1946 – December 22, 1947.
December 22, 1947 – April 29, 1949.
April 29, 1949 – July 25, 1950.
July 25, 1950 – September 28, 1951.
- Bonds correspondence and related documents, 1945-1950. 1 folder.
Correspondence and receipts relating to the sale by The Milwaukee Company of bonds held by the society on the City of Winnipeg, Province of Manitoba, and State of South Dakota. [More information about these bonds can be found in the Ledger, 1935-1947, listed above.]
- Financial statements, 1945-1985. 2 folders.
Incomplete.