



# THE Clayton Advocate

NEWSLETTER OF THE CLAYTON LIBRARY FRIENDS

Volume XXXV Number 4 November 2021

## President's Message



2021 has continued to bring us challenges in maintaining a connection to you, our members. Fortunately, the library has reopened, and we've been able to see many of you in person, but we still haven't been able to gather for our quarterly meetings. Yet, using our virtual platforms, Clayton Library Friends has been able to continue our mission of supporting Clayton Library. We've added to our collection. Genealogy Face2Face

had a successful second year bringing in new members and introducing Clayton to others around the country, and we've had excellent speakers at our quarterly meetings.

Please join us on November 13 at 10:30 a.m. via Zoom at our Annual Meeting -- library meeting rooms have not yet been opened to the public by the City of Houston due to Covid-precautions. As I mentioned last time, we did try to learn how to do a hybrid meeting. We learned a lot -- mostly that hybrid meetings are more difficult than we had imagined, but we still hope to be able to provide them in 2022 when meeting rooms are re-opened.

This meeting is very important because we will hold our annual election of new Board members for 2022-23. In addition, we have a few maintenance Bylaws updates that will need to be voted on by members prior to our excellent speaker, Patti Gillespie.

As this year comes to an end, I want to give special acknowledgment to a long-term board member who is completing his term. John Dorroh has been CLF Director of Acquisitions for ten years. He has been instrumental in growing and developing Clayton Library's outstanding collection. In addition, he has represented us at the National Genealogical Society for many years, and helped CLF become involved in presenting the Clayton Library to the genealogy

Continued on page 2

### Executive Board

#### **President**

Lynda Collins

#### **1<sup>st</sup> Vice President Membership**

Jessica Horne Collins

#### **2<sup>nd</sup> Vice President Ways and Means**

Mary Barrow

#### **Secretary**

Kathleen Dickerson

#### **Treasurer**

Resa Nichols Hennings

### Directors

#### **Acquisitions**

John Dorroh

#### **Correspondence**

Glenda Hayes

#### **Programs**

Nick Cimino

#### **Publicity & Public Relations**

Randy Pace

#### **Social Media & Technology**

Fidel G Ramirez

#### **Volunteers & Hospitality**

Barbara Richards

### Clayton Library

#### **Manager**

Susan Kaufman



**Join us via Zoom -- CLF Annual Meeting  
Saturday, November 13  
10:00 a.m. – Social, 10:30 a.m. Meeting**

# FINANCIAL STATEMENTS

Clayton Library Friends, Inc.

## Statement of Activities

July 1, 2021 to September 30, 2021

### Income

|                            |        |
|----------------------------|--------|
| Unrestricted Contributions | \$ 607 |
| Temporarily Restricted     | \$ 150 |
| Membership Dues            | 200    |
| Other Income               | 2,536  |

**Total Revenue \$ 3,493**

### Expenses

|                          |        |
|--------------------------|--------|
| Current Programs         | \$ 805 |
| Administrative & General | 3,817  |

**Total Expenses \$ 4,622**

**Net Operating Income (Loss) \$ (1,129)**

### Other Income –

#### TD Ameritrade Investment Account

|                             |            |
|-----------------------------|------------|
| Interest & Dividends Income | \$ 8,412   |
| Unrealized Gains            | \$ (8,492) |

**Other Expenses \$ (12,170)**

**Net Other Income \$ (12,250)**

**Net Income \$ (13,379)**

## Statement of Financial Position

As of September 30, 2021

### Assets

#### Current Assets

|   |              |
|---|--------------|
| Bank Account  | \$ 57,149    |
| Total Other Assets  | \$ 1,406,817 |
| (Investments, of which \$828,004 is the permanently restricted Endowment) |              |

**Total Assets \$ 1,463,966**

### Liabilities and Equity

|                         |              |
|-------------------------|--------------|
| Liabilities (VISA card) | \$ 914       |
| Equity                  | \$ 1,463,052 |

**Total Liabilities and Equity \$ 1,463,966**

**Resa Nichols Hennings, Treasurer**

## Presidents Message --

Continued from page 1

public with exhibit booths at state, national, and local conferences. Because of John's expertise and passion, Clayton's collection ranks with the best genealogy libraries in the country. We will miss his Board leadership, but we are grateful that he has offered his continued support to CLF.

Join us virtually on Saturday November 13<sup>th</sup>, and we'll hope for the possibility of an in-person General Meeting in February.

Lynda Collins, President

\*\*\*\*\*

## New and/or Returning Members –

Clayton Library Friends extends a warm welcome to these new and returning members who have joined/rejoined CLF since our last newsletter. We hope to see you soon at the library, at our CLF meetings, and on our Face2Face virtual gatherings. Thank you for your support!

Amy Denton,  
Judy Grundy,  
Kathy Horner,  
Jackie Huckabay,  
Leigh Owen,  
Michael Soules,  
Beth Szescila, and  
Hugh Taylor.

### Clayton Library Friends

P O Box 271078, Houston TX 77277-1078  
www.ClaytonLibraryFriends.org

**Clayton Library Friends** is a tax-exempt, non-profit organization – IRS Code 501(c)(3) – whose purpose is 'to enrich the resources and facilities of the Clayton Library Center for Genealogical Research, a Special Collections branch of the Houston Public Library.' We always welcome donations to further our purpose.

# **Proving Long-Lost Family the Indirect Way: Finding the Ancestors of F.M. Raymond**



**Speaker:**

**Patti Gillespie**

**Saturday, November 13, 2021  
10:30 a.m. CDT**

**Zoom meeting -- in your home  
Use the registration link below.**

Sometimes we must go all the way around before we can prove what is right in front of us. Join Clayton Library Friends for this presentation which is chock-full of records and research with a resolution to a mystery that has been misunderstood for decades. Hold on for the ride as this presentation demonstrates the use of "long way round" research strategies while offering hope for those with direct brick walls.

**Patti Gillespie**, B.A., M.S. is a professional genealogist and personal historian with over 30 years of experience. She is the owner of *Family Lines & Stories* and specializes in Wise County, Texas and in U.S. research. For more information about Patti Gillespie please visit her website at: <http://familylinesandstories.com/about-family-lines-patti-gillespie/>

A very short business meeting will be held before the speaker. CLF members will be voting on a short slate of officers for the CLF Executive Board and several Bylaw updates -- only CLF members are eligible to vote. You do not need to be a member to attend.

This event will be recorded. CLF members will have access to the recording from our website. Everyone is welcome!

**\*\*\*\*\***

**YOU MUST Register in advance for this meeting by going to this link:**

<https://us06web.zoom.us/meeting/register/tZEpcuCvqjsqGtSTs064SghDwU8H6aOBtGD8>

After registering, you will receive a confirmation email containing information about joining the meeting.

## **Mark your calendar for:**

**CLF General Meetings** – 2<sup>nd</sup> Saturdays in February, May, and August 2022

**CLF Annual Meeting** – 2<sup>nd</sup> Saturday in November 2022

### **CLF Executive Board Meeting**

CLF members are invited to attend CLF quarterly Executive Board meetings. Please let us know at least a week in advance if you wish to speak to the Board – so we can add you to the agenda.

# Manager's Message -



As the last issue of 2021 is upon us, I think each year I say...where did the year go? It's weird how when you look forward to time it can seem so far away, and then after the time, looking backward, it seems to have gone so fast. I have been in Texas seventeen years this year. It seems so long, but it went so fast.

I'm bringing this up because as we work on family history, and put that one more piece of paper in a file, or that one more image or document in that electronic file, when will we begin to write? When will we put all the knowledge that we have acquired about our families either to paper or audio or video? When will we tell our story too? Remember we become ancestors and need to share our lives along with our ancestors.

In the past few years there has been a concerted effort in conversations and actions among family history researchers, lecturers, bloggers, article writers, and just among friends, to save the family stories. The documents are really cool, but if there aren't any stories that go along with the documents, it might be that after we are gone, all they will be are pieces of paper, or an electronic file saved somewhere that might not ever get opened again.

This situation – the intersect of the stories and the management of the files in whatever format, needs to be part of the time continuum as we look forward, because backward comes pretty fast.

What to do? How about starting with taking some of those documents out and telling stories about them to the family and record the conversation? Taking a safe holiday? Take the phone, tablet or laptop and open those files and record reactions and conversations with your camera.

Need conversation starters if the document idea isn't your thing, or just want another idea? Try a Google search for "family history interview questions" or "family history conversation starters." Bring out old photos – you know the stories will start flying.

The next step is the most important. Take those stories and the documents and put them together somehow. Most would say write it all down. The most important thing is pass it on in whatever format you feel comfortable with. Sharing and making memories is the goal of saving stories. There are books at the library that can help you write the story. I searched the Houston Public Library catalog for "memoir writing" and got [these results](#). Some are books at Clayton, but some are from a neighborhood library. Copies from the neighborhood libraries can be checked out. Clayton copies remain at Clayton.

We want to pass on our family's stories and all the documentation we have collected. Just as important, is to get it all together in some way, in some format, that someone will want to pick up the torch – or at least carry the information forward to future generations. Remember, forward comes in time, but it sure moves fast.

Please call, visit, or email us at the library if you are in need of help researching your family history.

Happy Holidays, everyone...record your events for the memories!

Take Care –  
Sue

## **Clayton Library Center for Genealogical Research**

5300 Caroline, Houston, TX 77004-6896

832-393-2600

[www.houstonlibrary.org/clayton](http://www.houstonlibrary.org/clayton)

Current library hours are Tuesday thru Saturday 10am to 4pm Central time

## **SLATE OF NOMINEES**

### **Election of 2022 CLF Executive Board members**

### **Annual Meeting on November 13, 2021**

Clayton Library Friends members who are elected to the following Executive Board vacancies at the Annual Meeting in November 2021 will assume office on January 1, 2022. The term of office for all Board members (except the Treasurer) is two years.



#### **Resa Nichols Hennings -- Treasurer**

Resa, an Ohio native, was employed as a law office Administrator/Paralegal before moving to the Houston area in 1989. As an active genealogist for over forty years, she has traveled to numerous counties and libraries for research and has attended local and national conferences and seminars. As a member of the DAR she has served as Chairman of various committees in her chapter. Resa is a Charter Member of the Bay Area Genealogical Society (BAGS), and, in that organization, has held a number of offices. She has attended RootsTech the last several years. She has completed the H&R Block Income Tax Prep course and worked there several tax seasons. Resa has been a member of Clayton Library Friends for many years and has served on several committees. She served as CLF Treasurer from 2012 thru 2016, and is the current treasurer. She is being nominated for another term.



#### **Lori Rute Fortner – Director of Acquisitions**

Lori has been involved with libraries for over fifty years. She has held a variety of library related jobs including reference, cataloging, government documents, maps, archives, acquisition of new materials, circulation, and legal. Employment as an information specialist in private libraries includes experience in accounting, legal, and petroleum research positions. She is retired from teaching mathematics at Lonestar College – CyFair. Post-retirement, Lori is a volunteer librarian at the Klein Family :History Center where she also teaches seminars on a wide variety of genealogical topics. She has a MS in geosciences from Mississippi State University in Starkville and a BS degree in geology from Illinois State University.



#### **Glenda Hayes – Director of Correspondence**

Glenda, a retired master-degreed history teacher, has been researching her family for 40 years. She has been a member of the Clayton Library Friends for many years and currently serves as the CLF Director of Correspondence. She has volunteered at the Clayton Library and has been an "Angel" to several publications for years. Besides CLF, Glenda is currently a member of the Houston Genealogical Forum (Corresponding Secretary 2015-16, Recording Secretary 2016-17), Texas State Genealogical Society (Nominating Committee 2015), the National Genealogical Society, East Texas Genealogical Society, Daughters of the American Revolution, and the National Trust for Historic Preservation. She is the current Director of Correspondence, and has been nominated for another term.



# **Clayton Library Friends' Bylaws -- Proposed Updates**

**(to be voted on at the Annual Meeting -- November 13, 2021)**

## **Article VIII – Duties of Officers and Directors**

### **Section 8.1**

The President shall set the vision, goals, and direction for the Clayton Library Friends. It shall be the duty of the President to carry out the will of the Board as expressed at its meetings and to conduct all affairs consistent with the authority of the office. The President shall coordinate the work of the Board in order that the purposes of the Friends may be promoted. The President shall preside at all general meetings and meetings of the Executive Board. The President is authorized to sign all orders on the treasury of the Friends, as are the Treasurer and the First Vice President. The President is an exofficio member of all committees except the Nominating Committee. The President shall call meetings of the Board at the times provided in the Bylaws and at such other times as deemed advisable. The President may call special meetings of the Board on the written request of three or more members of the Board. Except as otherwise provided in the Bylaws and subject to Board approval, the President shall appoint the following positions: Parliamentarian, Archivist, The Clayton Advocate newsletter Editor, chairmen of Special committees, and chairmen of Ad Hoc committees.—Upon assuming office, the President shall appoint a certified auditor for the annual audit of the Treasurer's books for the preceding year or **as often as deemed necessary by the Board.**

**Comment** – This change is necessary to be consistent with Section 8.5.

### **Section 8.4**

The Secretary shall give notice of all meetings of the Clayton Library Friends membership and of the Executive Board, shall keep the minutes of each regular meeting and special meeting of the membership and of the Board.

~~and shall keep on file annual reports of all committees and of the Archivist. The Secretary shall keep the Friends' official membership roll and call the roll of the membership when required; shall have on hand at each meeting a list of all committees and their members; shall keep official copies of the Articles of Incorporation of the Friends, and other important documents and correspondence; shall maintain record books in which the Bylaws, Policy and Procedures Manual, and minutes are entered, with any amendments to these documents properly recorded; and shall have the current record books on hand at every meeting.~~

**New** - The Secretary shall provide a copy of the minutes to the President within ten days after each meeting; shall have access to the CLF membership information on Clayton Library Friends website at all meetings; shall coordinate with the Technology Director to ensure that Articles of Incorporation and current Bylaws are kept on the public section of the Clayton Library Friends website, and shall ensure that Job Descriptions and Policies and Procedures are kept current on the Clayton Library Friends website.

### **Section 8.5**

The Treasurer shall supervise the receipt and deposit of all funds into the account of the Friends in such banks as the Board may direct. As Chairman of the Finance and Budget Committee the Treasurer is responsible for presenting **the** budget for the coming year to the Board for approval prior to the February meeting of the membership, and then presenting the Board-approved ~~b~~-Budget to the membership at the February meeting. The Treasurer shall request Board approval for disbursement of non-budgeted expenditures which may arise. The Treasurer is authorized to sign all orders on the treasury of the Friends, as are the President and the First Vice President. The Treasurer shall approve all disbursement of funds by way of "Check Request" forms, **the Check Request Form** which shall be prepared by the requesting Board member and submitted directly to the

Treasurer. The Treasurer shall oversee the payment of all bills authorized by the ~~B~~ Budget or approved by the Board. The Treasurer shall keep a record of all income and expenditures and submit ~~a quarterly~~ financial reports to The Clayton Advocate newsletter Editor for publication in the issue immediately following the end of the calendar quarter. The Treasurer shall keep a record of all donations to the Friends and shall ~~be responsible for keeping~~ maintain an inventory of all property owned by the Friends with its current location. The outgoing Treasurer shall be responsible for seeing that the incoming Treasurer, President, and First Vice President are authorized to sign checks on all bank accounts. The Treasurer may at any time be required to give a bond in such sum as the Board may deem advisable, the cost of such bond to be paid out of the funds of the Friends. The Treasurer's accounts shall be audited annually or as often as deemed necessary by the Board.

**Comments:**

- Capitalized the word budget where necessary as we do have an official Annual Budget and thought that it helped to understand that fact.
- Changed the wording about Check Requests a bit.
- The statements given to the newsletter each quarter are not quarterly statements, one is a year to date and the other is for the quarter.
- Re-worded the responsible for keeping an inventory.

**Article IX – Committees and Appointed Positions**  
**Section 9.1**

Chairmen of Standing committees are officers or directors. The Standing committees, with the director or officer serving as chairman thereof, shall be the following: Acquisitions Director, Correspondence Director, Finance and Budget Treasurer, ~~Social Media and~~ Technology Director, Volunteers and Hospitality Director, Membership First Vice President, Program Director, Publicity and Public Relations, Director Ways and Means Second Vice President.

**Comment:** Removed the words Social Media and

**Attention: Parents, Grandparents, Teachers, Librarians, Museum Directors, and More!**

**TxSGS Announces the 2022 Student Project Contest**

**Prize money in each category: Grades 4-6, Grades 7-9, and Grades 10-12**

**The application deadline is September 15, 2022.**

**Project entries may be part of a school, library, genealogical society, or museum initiative but must be sponsored by a TxSGS Partner Society or individual member.**

**Guidelines for student writings are minimum requirements for consideration of awards.**

**Send applications to Pat Metcalfe at**

**5807 Arboles**

**Houston, TX 77035-2403**

**Direct questions to Pat at 713-721-7062**

**or by email at: [plpm@ix.netcom.com](mailto:plpm@ix.netcom.com)**

For details and project requirements, visit the Student Projects Contest Page at:  
<http://www.txsgs.org/programs/awards-grants/writing-awards/>



## BE AN ANGEL

### Angel Subscriptions (periodicals) needed for Clayton Library

The periodicals listed below are ones that Clayton Library wishes to receive on an "as published" basis, and that are in excess of their periodical budget. If you wish to earn your "wings" by donating for one or more of these periodicals, please contact: Liz Hicks, 746 Edgebrook Dr., Houston, TX 77034-2030; phone: (713) 944-1118, or e-mail: [erootrot@usa.net](mailto:erootrot@usa.net).

All donations to the Angel Program will be acknowledged in the CLF Newsletter, unless otherwise requested. Memorial donations will be acknowledged upon request. Checks should be made payable to Clayton Library Friends, and mailed to P.O. Box 271078, Houston, TX 77277-1078. Please write "Angel" on your check. Unspecified donations to the Angel Program are greatly appreciated.

*American-Canadian Genealogical Society* \$50  
*Annals of Wyoming* (Wyoming State Hist Soc) \$60  
*Argyll Colony Plus* (NC Scottish Heritage Soc) \$30  
*Carolina Herald and Newsletter* (SC) \$25  
*Central Georgia Genealogical Society Quarterly* \$30  
*Ceske Stopy* (Texas Czech Genealogical Soc) \$25  
*Chicago Genealogist* \$30  
*Chronicles of Oklahoma* (Oklahoma Hist Soc) \$35  
*Clarke County Hist. & Gen. Soc Quarterly* (AL) \$30  
*Collin County Chronicles* (Collin County, TX) \$25  
*Families* (Ontario Genealogical Soc-Canada) \$100  
*Franklin County Genealogical Society Quarterly* (TX) \$20  
*Genie* (ARK-LA-TEX Genealogical Assn.) \$20  
*Georgia Genealogical Society Quarterly* \$35  
*Illinois Genealogical Society Quarterly* \$40  
*Indiana Genealogist* \$30  
*Journal* (German-Texan Heritage Society quarterly) \$40

*Kin Hunters* (Sandusky, Ohio) \$12  
*Le Raconteur* (Le Comite des Archives de la Louisiane) \$15  
*Leaves and Branches* (Navarro County, TX Genealogical Society) \$13  
*Les Voyageurs* (German-Acadian Coast Hist. & Gen. Society) \$15  
*Licking Lantern* (Licking County, Ohio) \$19  
*Lifelines* (Northern NY-American-Canadian) \$35  
*Maine Genealogist* \$25  
*Minnesota Genealogist* \$30  
*Montgomery Genealogical Society Quarterly* (AL) \$25  
*MASOG* (MA) \$32.95  
*Rodziny* (Polish Genealogical Soc of America) \$35  
*Shelby County Historical Society Quarterly* (AL) \$20  
*South Dakota Genealogical Society Quarterly* \$23  
*St. Louis Genealogical Society Quarterly* (MO) \$40  
*Topeka Genealogical Society Quarterly* (KS) \$55  
*Vermont Genealogy* \$25  
*Wisconsin State Genealogical Society* \$30

### Those who have earned their "wings" since the last CLF Newsletter are:

Kathleen Black donation for renewal of *Idaho Genealogical Society Quarterly*  
Tom W. Matchett donation for Angel Program and renewal of *Family Tree Magazine*

**THE CLAYTON ADVOCATE** deadline for the February 2022 issue is January 24, 2022.  
We welcome any articles related to Clayton Library and/or its collections.

**CLAYTON LIBRARY FRIENDS NEWSLETTER STAFF**  
Editor – Pat Palmer Metcalfe [plpm@ix.netcom.com](mailto:plpm@ix.netcom.com)  
Editorial Assistance – Jessica Collins, Glenda Hayes, Fidel Ramirez



## **Special Donations --**

The following special monetary donations were recently made to Clayton Library thru Clayton Library Friends.

### **In Honor of:**

**Melissa Hayes,  
Sue Kaufman, and  
Irene Walters.**

### **In Memory of:**

**Connie Abdulla,  
Beverly Arnold,  
Lina Davis,  
Marje Harris,  
Martha Childress Hayes,  
Beverly Huggins,**

**Eric Cooper Jernigan, Sr,  
Vicki Keel,  
Janet Noever,  
Margaret Roberson,  
Marie True, and  
Marleen York.**

\*\*\*\*\*

## **Donated-Duplicate Book Sale –**

### **Shop for books --**

Books that are donated to Clayton Library, that the library already owns or does not need, are listed for sale on our Clayton Library Friends website – ClaytonLibraryFriends.org These books are usually priced at \$5 - \$10 - \$15 per volume, although an occasional volume may be priced higher.

There are three lists: 1) books dealing with a single state – listed by state, 2) books dealing with Texas, and 3) a group of multiple lists – foreign, general, U.S., and Civil War. The lists are updated every 4 to 6 weeks and we have added a fourth list of the new items added to the latest update. So, if you've already looked at the lists, you can see what new titles have been added without going thru everything.

A number of these sale books are available on the Book Sale shelves in the library. To obtain a listed book that is not on the Book-Sale shelves, or to have selected titles mailed to you, contact CLF volunteer -- Pat Metcalfe at claytonexchange@ix.netcom.com. We can mail your selections (via Media rates); you pay book and postage costs by check, upon receiving the book(s).

\*\*\*\*\*

## **2022 CLF Membership Drive –**

Join or renew your CLF membership online between November 1-15 for a chance to win one of two free passes to watch sessions from the 2021 TxSGS Family History Conference.

The playback pass features 30 on-demand lectures available through December 31. You'll enjoy taking your genealogy skills to the next level, and we'll enjoy your continued commitment to Clayton Library.

If you have any questions about your membership, renewals, or the contest, please send them to [1vp@claytonlibraryfriends.org](mailto:1vp@claytonlibraryfriends.org).

Thank you,  
Jessica Collins, 1st VP – Membership

## CLF's NGS Delegate --

As part of their agreement to merge, the National Genealogical Society (NGS) and Federation of Genealogical Societies (FGS) agreed to establish an advisory committee for member organizations. NGS chose to create a group of delegates similar to the way FGS operated for over 40 years. That group is the Delegate Council. The purpose of the Council is "Building the Community of Genealogy Organizations through Collaboration, Communication, and Counsel." The Council is responsible for:

- providing advice on genealogy and family history issues to the Board of Directors
- providing advice to the Board on how NGS can best serve genealogy and family history organizations
- implementing programs that are delegated to it by the Board (such as some award selections).

Clayton Library Friends President Lynda Collins asked Jessica Horne Collins to serve as CLF's NGS Delegate. The Delegate Council met for the first time August 24 virtually. Delegate Council meetings are held quarterly; all meetings are virtual except the May meeting which will be held at the annual NGS Family History Conference.

\*\*\*\*\*

## Genealogy Face2Face --

Genealogy Face 2 Face is currently on a 'holiday hiatus' for the rest of November and December. Watch your email and the CLF website for information on our 2022 programs.

\*\*\*\*\*

### **In Memoriam –**

Once again, we sadly report that we have lost several of our genealogy friends.

**Amanda Freeman Cowan** passed away August 4, 2021, at age 83. She was an active DAR member, and served as our CLF Treasurer for a short time in 2017.

**Eric Cooper Jernigan, Sr.** CLF member and husband of CLF Charter Member LaDora Jernigan, died September 21, 2021, at age 88.



There is now a beautiful new sign at the entrance to our parking lot -- identifying our wonderful Clayton Library Campus.

We will no longer have guests wandering up and down Caroline trying to find our buildings.



# Clayton Library Friends

*Working together to enrich the resources and facilities of the  
Clayton Library Center for Genealogical Research*

**Membership  
2022**

**First Person:**

☐ Miss   ☐ Ms.   ☐ Mrs.   ☐ Mr.   ☐ Other title:

\_\_\_\_\_ last   first   middle   (maiden)

**Occupation:** \_\_\_\_\_

(If retired, please list previous occupation.)

**Second Person:** (same address)

☐ Miss   ☐ Ms.   ☐ Mrs.   ☐ Mr.   ☐ Other title:

\_\_\_\_\_ last   first   middle   (maiden)

**Occupation:** \_\_\_\_\_

(If retired, please list previous occupation.)

**Mailing Address:** \_\_\_\_\_

Street, PO Box, Apartment No.

City

State

Zip + 4

**Phone:** (\_\_\_\_\_) \_\_\_\_\_

**Phone:** (\_\_\_\_\_) \_\_\_\_\_

**Email:** \_\_\_\_\_

**Email:** \_\_\_\_\_

***Clayton Library Friends does not share the membership list.***

|  |   |             |                |         |                |       |              |            |               |        |                |  |  |
|--|---|-------------|----------------|---------|----------------|-------|--------------|------------|---------------|--------|----------------|--|--|
| <b>Dues</b><br>- Individual <b>\$20</b><br>- Two people, same address <b>\$25</b><br><b>Additional Contribution</b> \$ _____<br><b>Total Enclosed</b> \$ _____<br><input type="checkbox"/> Cash <input type="checkbox"/> Check - # _____ | <b>Contributor Categories</b><br>for donations <i>in addition to</i> dues<br><table><tr><td>Contributor</td><td>\$1 to \$49</td><td>Sponsor</td><td>\$250 to \$499</td></tr><tr><td>Donor</td><td>\$50 to \$99</td><td>Benefactor</td><td>\$500 &amp; above</td></tr><tr><td>Patron</td><td>\$100 to \$249</td><td></td><td></td></tr></table> <p><b><i>CLF is a tax-exempt, non-profit Texas Corporation<br/>operating under IRS Code 501(c)(3).</i></b></p> | Contributor | \$1 to \$49    | Sponsor | \$250 to \$499 | Donor | \$50 to \$99 | Benefactor | \$500 & above | Patron | \$100 to \$249 |  |  |
| Contributor  | \$1 to \$49   | Sponsor     | \$250 to \$499 |         |                |       |              |            |               |        |                |  |  |
| Donor  | \$50 to \$99  | Benefactor  | \$500 & above  |         |                |       |              |            |               |        |                |  |  |
| Patron   | \$100 to \$249  |             |                |         |                |       |              |            |               |        |                |  |  |

**If you would like to direct your additional contribution to one of the following, please check the appropriate box below.**

☐ In Memory of \_\_\_\_\_

☐ In Honor of \_\_\_\_\_

Send notification to: (include full address) \_\_\_\_\_

*If after honoring any restriction placed on the donation, the unused amount of the donation is \$10.00 or less, you agree that the remainder may be moved to the unrestricted acquisitions fund.*

☐ I am unable to accept the newsletter via email/internet. Please send my newsletter by regular mail.  
[Mailing your newsletter creates printing & postage expenses for CLF.]

☐ I am interested in learning more about Volunteer opportunities with Clayton Library.

Visit our website at [www.ClaytonLibraryFriends.org](http://www.ClaytonLibraryFriends.org)

Mail completed form and payment to:

**Clayton Library Friends, P.O. Box 271078, Houston, TX 77277-1078**