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## Durham Council on Alcoholism Records

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Description is written in: English.

Describing Archives: A Content Standard

North Carolina Collection Archives

300 N. Roxboro Street

Durham, NC 27701

[ncc@dconc.gov](mailto:ncc@dconc.gov)

URL: <https://durhamcountylibrary.org/ncc>

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## Summary Information

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<b>Repository:</b>	North Carolina Collection Archives
<b>Creator:</b>	Durham Council on Alcoholism
<b>Source:</b>	Fitts, Howard M.
<b>Source:</b>	Peake, Robert S.
<b>Title:</b>	Durham Council on Alcoholism records
<b>ID:</b>	NCC.0042
<b>Date [inclusive]:</b>	1955-1991
<b>Date [inclusive]:</b>	undated
<b>Physical Description:</b>	.5 Linear Feet (1 document box)
<b>Language of the Material:</b>	English .

### Preferred Citation

[Item, folder, and box information], Durham Council on Alcoholism records (NCC.0042), North Carolina Collection, Durham County Library, NC.

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## Biographical / Historical

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The Durham Council on Alcoholism (now the Durham Council on Alcoholism and Drug Dependence) has been one of Durham's primary resources for education on and treatment of alcoholism since its founding in 1958. Several prominent members of the Durham and Chapel Hill communities served on the organization's Board of Directors or Executive Committee.

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## Scope and Contents

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Meeting minutes, administrative and financial materials, correspondence, and clippings document the activities of the Durham Council on Alcoholism from its founding in 1958 through 1988, although the bulk of materials date from the 1970s through the early 1980s. A small number of photographs of the organization's leadership is included.

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## Arrangement

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This collection is arranged by subject in the following 10 series: Series 1: Administrative and Historical Materials. Series 2: Board of Directors Meeting Minutes. Series 3: Executive Committee Meeting Minutes. Series 4: Executive Committee and Board of Directors Rosters. Series 5: Annual Reports. Series 6: Programs. Series 7: Financial Records. Series 8: General Correspondence. Series 9: Clippings. Series 10: Photographs.

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## Administrative Information

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### Publication Statement

North Carolina Collection Archives

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Durham, NC 27701

[ncc@dconc.gov](mailto:ncc@dconc.gov)

URL: <https://durhamcountylibrary.org/ncc>

### Conditions Governing Access

This collection is open for research.

### Immediate Source of Acquisition

Gift of Howard M. Fitts and Robert S. Peake

## Conditions Governing Use

There are no restrictions on the use of this material except where previously copyrighted material is concerned. It is the responsibility of the researcher to obtain all permissions.

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## Controlled Access Headings

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- North Carolina -- Durham County -- Public Interest -- Societies
- North Carolina -- Alcoholism -- Prevention
- Durham Council on Alcoholism
- Fitts, Howard M.
- Peake, Robert S.

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## Collection Inventory

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### Administrative and Historical Materials, 1955-1975, undated

box 1

Physical Description: 1 Folder

#### Scope and Contents

Materials include copies of the Durham Council on Alcoholism's constitution, early statement of purpose, and affiliate agreement with the National Council on Alcoholism (dated 1975).

Title/Description	Instances
Administrative and Historical Materials, 1955-1975, undated	box 1

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### Board of Directors Meeting Minutes, 1958-1981

box 1

Physical Description: 1 Folder

## Scope and Contents

The Board of Directors met annually to review the activities of the council. Meetings included a presentation on some aspect of alcoholism by a guest speaker, and a large portion of each meeting's minutes is dedicated to a description of the content of these presentations. Minutes regularly record attendance and the election of members.

Title/Description	Instances
Board of Directors Meeting Minutes, 1958-1981	box 1

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## Executive Committee Meeting Minutes, 1969-1987

box 1

Physical Description: 2 Folders

Title/Description	Instances
Executive Committee Meeting Minutes (1 of 2), 1969-1982	box 1
Executive Committee Meeting Minutes (2 of 2), 1982-1987	box 1

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## Executive Committee and Board of Directors Rosters, 1960-1980, undated

box 1

Physical Description: 1 Folder

Title/Description	Instances
Executive Committee and Board of Directors Rosters, 1960-1980, undated	box 1

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## Annual Reports, 1987-1988, 1971, 1975

box 1

Physical Description: 1 Folder

Title/Description	Instances
Annual Reports, 1987-1988, 1971, 1975	box 1

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## Programs, 1968-1983, undated

box 1

Physical Description: 1 Folder

### Scope and Contents

The programs of the Durham Council on Alcoholism center on the Alcoholism Information Center. Materials include documentation of community and school education programs; a program designed to provide counseling to those charged with alcohol-related crimes; and an industrial outreach program.

Title/Description	Instances
Programs, 1968-1983, undated	box 1

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## Financial Records, 1958-1983, undated

box 1

Physical Description: 1 Folder

### Scope and Contents

Materials include annual budgets and documentation of expenditures (including correspondence relating to financial matters). Budgetary information does not exist for every year in the span. Further documentation of the organization's finances may be found in the meeting minutes of both the Board of Directors and the Executive Committee and in the Annual Reports.

Title/Description	Instances
Financial Records, 1958-1983, undated	box 1

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## General Correspondence, 1964-1986

box 1

Physical Description: 1 Folder

### Scope and Contents

Loose correspondence not pertaining to any other subseries is gathered here. Correspondence includes letters of resignation, telegrams of congratulations from the National Council on Alcoholism, and memoranda on various administrative activities. One letter of resignation includes a completed application for nomination to the organization's Board of Directors.

Title/Description	Instances
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General Correspondence, 1964-1986

box 1

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## Clippings, 1971-1991

box 1

Physical Description: 1 Folder

### Scope and Contents

Materials include the 1991 obituary of Dr. Thomas T. Jones, the organization's first president.

Title/Description	Instances
Clippings, 1971-1991	box 1

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## Photographs, 1964, 1966, undated

box 1

Physical Description: 1 Folder

Title/Description	Instances
Photographs, 1964, 1966, undated	box 1

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