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North Carolina
Collection

Friends of West Point Records

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| Title: | Friends of West Point Records |
| Inclusive Dates: | 1979-1997 and undated |
| Extent of Materials: | 3 boxes + oversized materials |
| Location: | Duke Storage. Oversized materials stored in maps and plans files |
| Date of Accession: | 2008 August |
| Donor: | 1979-1997 and undated |
| Processor: | Amy McDonald |
| Subject Headings: | <p>Durham (N.C.)—History.</p> <p>Eno River (N.C.).</p> <p>Eno River (N.C.)—Recreational use.</p> <p>Eno River Valley (N.C.).</p> <p>Environmental protection—North Carolina.</p> <p>Mills and mill-work—North Carolina.</p> <p>Museums—North Carolina.</p> <p>Natural history—North Carolina—Eno River Valley.</p> <p>Parks—North Carolina—Durham County.</p> <p>Public interest—Societies, etc.—North Carolina—Durham County.</p> |
| Abstract: | Incorporated August 6, 1975 as a non-profit organization, the Friends of West Point serves as an advisory group to the City of Durham on the development and operation of the lands of the West Point on the Eno City Park. The collection, dating from 1979-1997, consists of correspondence, financial and legal documents, administrative materials, ephemera, and extensive miscellaneous documentation pertaining to the activities of the Friends of West Point's board of directors and various committees. |
| Scope and Content: | The collection, dating from 1979-1997, consists of correspondence, financial and legal documents, administrative materials, ephemera, and extensive miscellaneous documentation pertaining to the activities of the Friends of West Point's board of directors and various committees. The collection contains substantial documentation on the activities of the board of directors, the restoration of the park's mill and packhouse buildings, and long-term plans for the development of the park's northern bank. The early operations of the packhouse's Hugh Mangum Museum of Photography are also well-documented. The original order of the collection has been largely maintained, with documents arranged according to the committees that generated them. The collection has been divided into two series: Administrative and Committees and Operations. |
| Restrictions: | The collection is open for research |
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| <p>Biographical/Historical Note:</p> | <p>Point serves as an advisory group to the City of Durham on the development and operation of the lands of the West Point on the Eno City Park. The Friends of West Point also administer the operations of several historic buildings at the park, including the West Point Mill, the McKown-Mangum House, and the Packhouse, the latter of which houses the Hugh Mangum Museum of Photography. The Friends of West Point works in cooperation with the Eno River Association, which oversees the conservation and protection of five parks—including the West Point on the Eno City Park—located along the Eno River.</p> |
| <p>Organization of Collection:</p> | <ol style="list-style-type: none"> 1. Administrative Records, 1979-1996 and undated <ol style="list-style-type: none"> 1.1. Yearbook, 1984-1985 and undated 1.2. Goals and Objectives, 1982-1988 and undated 1.3. Board of Directors Rosters, 1984-1989 and undated 1.4. Brochures, 1985-1989 and undated 1.5. Logos, undated 1.6. Bylaws and Policies, 1982-1992 and undated 1.7. Membership Application and Fundraising Materials, 1987 and undated 1.8. Annual Reports, 1979-1982 1.9. Annual Reports, 1983-1986 1.10. Board of Directors Meeting Minutes, 1982-April 1987 1.11. Board of Directors Meeting Minutes, May 1987-May 1989 1.12. Board of Directors Meeting Minutes, June 1989-1991 1.13. Board of Directors Meeting Minutes, 1992-1995 1.14. North Bank Development Project Master Plan, 1981-1996 and undated 1.15. City of Durham / Friends of West Point Materials, 1987-1996 2. Committees and Operations, 1980- <ol style="list-style-type: none"> 2.1. General Guidelines and Committee Information, undated 2.2. Steering Committee, 1983-1988 2.3. Grounds and Water Control Committee, 1980-1996 (2 folders) 2.4. Public Relations Committee, 1986-1987 and undated 2.5. Newsletter Committee, 1987-1988 and undated 2.6. Packhouse Restoration and Committee, 1981-1986 and undated 2.7. Photo Museum Committee and Operations, 1982-1990 and undated 2.8. Programming Committee and Programming, 1986-1997 2.9. Festival for the Eno, 1983-1992 and undated 2.10. Mill Committee, 1980-1994 2.11. Country Store Operations and Sub-Committee, 1985-1995 and undated (2 folders) 3. Oversize Materials |

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| | 3.1. North Bank Development Project Master Plan, 1981-1990 and undated |
| | 3.1.1. Eno River City Park Map |
| | 3.1.2. North Bank Amphitheater Map |
| | 3.2. Grounds and Water Control Committee, 1980-1996 |
| | 3.2.1. Sketch—Steps at Bank near Dam—South Bank |
| | 3.3. Photo Museum Committee and Operations, 1982-1990 and undated |
| | 3.3.1. Hugh Mangum Photographic Museum Architectural Plans |
| | Administrative Records Series, 1979-1996 and undated |
| | Materials in this series relate to the overall operations of the Friends of West Point, particularly as overseen by the organization's Board of Directors. Of particular interest is the meeting minutes of the Board of Directors, which spans the years 1982-1994. Reports by committee chairs at each board meeting provide a sketch of each committee's activities; further details on some of the organization's committees may be found in the Committees and Operations Series. |
| | Box 1 |
| | Yearbook: 1984-1985 and undated |
| | Goals and Objectives: 1982, 1984-1985, 1987-1988 and undated |
| | Board of Directors Rosters: 1984-1989 and undated |
| | Brochures: 1985-1989 and undated: Materials include various iterations of "A Visit to West Point on the Eno," a visitor's brochure detailing the history of the park and various park attractions. Brochures for the Eno River Association (formerly the Association for the Preservation of the Eno River Valley) a related organization, are also included. |
| | Logos: undated: Materials include photocopies and original drawings of organizational logos used in promotional and official materials. |
| | Bylaws and Policies: 1982-1992 and undated: Materials include the 1982 statement of the Friends of West Point organizational bylaws, as well as subsequent proposed revisions in 1984. A later undated version of the bylaws is also included. Policy statements. Policy statements relate to gift donations and reservation and use policies for park attractions. |
| | Membership Application and Fundraising Materials: 1987 and undated: Materials include early blank membership applications for the organization, as well as documents pertaining to the development of a membership brochure. Samples of membership cards are also located here. Fundraising materials are not extensive, but include documentation of and Jan Harris's notes from a non-profit business strategies and fundraising course taken by selected Friends of West Point board members. |
| | Annual Reports: 1979-1982 |
| | Annual Reports: 1983-1986 |
| | Board of Directors Meeting Minutes Subseries: 1982-1994: The most comprehensive documentation in the collection includes proposed agendas for monthly meetings of the board, meeting minutes including committee reports, and monthly treasurer's statements. Park issues requiring input from the City of Durham were often discussed at these meetings; relevant documentation is included with the monthly meeting in which this discussion was broached. Materials are organized in rough chronological order. |
| | 1982-April 1987 |
| | May 1987-May 1989 |
| | June 1989-1991 |

Container List:

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| Box 2 |
| 1992-1995 |
| North Bank Development Project Master Plan, 1981-1996 and undated |
| In 1981, in order to relieve visitor traffic at the Eno River at West Point South Bank, lands along the North Bank were purchased and development plans were begun. The North Bank area was to include an amphitheater, a nature center and educational space, and additional parking, picnic shelters, and nature trails. Materials document plans for the development of the North Bank land. Relevant correspondence between the Friends of West Point and the City of Durham and the Eno River Association are included. Substantial documentation, including funding and grant requests, on the amphitheater development is located here. |
| Separated oversized materials are located in Oversize Folder 1. |
| City of Durham / Friends of West Point Materials, 1987-1996 |
| Materials include miscellaneous financial documentation of the City of Durham annual budget, as it relates to the Eno River at West Point. |
| Documentation of a 1985 presentation made to the Durham City Council on the history of the organization, as well as the contemporaneous and future development of the park is included. |
| Organizational and Park Historical Materials, 1975, 1987, and undated |
| Miscellaneous materials included here are a copy of the Friends of West Point's 501(c)(3) incorporation document, a newspaper feature concerning the history of the Eno River Valley by member Margaret Nygard, and an undated essay on the history of the Eno River at West Point park lands. |
| Committees and Operations Series, 1980-1997 and undated |
| Park operations were delegated to a number of committees and overseen by the Friends of West Point Board of Directors. Convened committees change frequently over the course of the organization's existence, and documentation for every committee is not included in this collection. Committee membership rosters through 1986 may be found in the Annual Reports. A folder has been established for each committee; documentation relating to park attraction operations has been included with pertinent committee materials. |
| General Guidelines and Committee Information, undated |
| This folder includes general committee policies and documentation.... |
| Steering Committee, 1983-1988 |
| Separate from the Board of Directors, Steering Committee activities often overlapped with the activities of that body. Materials include Steering Committee monthly meeting minutes. |
| Grounds and Water Control Committee, 1980-1996 (2 folders) |
| Materials include the committee's monthly meeting minutes. Some documentation of the North Bank development plans and the amphitheater construction plans are located here as they were discussed in the monthly meetings. Miscellaneous environmental impact reports and city development documentation is also located here. |
| Separated oversized materials are located in Oversize Folder 2. |
| Public Relations Committee, 1986-1987 and undated |
| Incomplete documentation for this committee appears in this collection. Materials include committee meeting minutes and Jan Harris's notes on committee actions. |
| Newsletter Committee, 1987-1988 and undated |
| Materials include three issues of The Friends of West Point Newsletter, as well as layout designs, sample newsletters from other organizations, and newsletter |

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| mailing lists. |
| Box 3 |
| Packhouse Restoration and Committee, 1981-1986 and undated |
| The Packhouse Committee was charged with overseeing the restoration of the Packhouse, the building which holds the Hugh Mangum Museum of Photography. Restoration documents include the lease for the packhouse building, financial and fundraising materials, and documentation from various firms contracted to carry out the restoration. Related materials may be found in the Photo Museum Committee and Operations, 1982-1990 and undated folder. |
| Photo Museum Committee and Operations, 1982-1990 and undated |
| Materials primarily concern documentation of the museum's construction and opening event and subsequent museum exhibitions. |
| Separated oversize materials are located in Oversize Folder 3. |
| Programming Committee and Programming, 1986-1997 |
| As well as overseeing all of the park's programming, the Programming Committee succeeded the Photo Museum Committee in planning exhibits for the Hugh Mangum Museum of photography. Materials include seasonal programming brochures, correspondence about specific programs, notes from committee meetings, and exhibit plans for the museum. |
| Festival for the Eno, 1983-1992 and undated |
| Materials are mainly correspondence related to the Friends of West Point's participation in the 1985, 1987, 1988, and 1990 Festivals for the Eno. |
| Mill Committee, 1980-1994 |
| The Mill Committee oversaw the restoration of the mill and its subsequent operation. The bulk of materials through 1988 pertain to the restoration of the mill by millwright Derek Ogden. Following the reestablishment of the Mill Committee in 1990, committee meeting minutes are included. Printed materials include a Maintenance and Operating Manual for the West Point Mill and a collection of papers from a 1978 seminar on waterwheels and windmills held at the park. |
| Country Store Operations and Sub-Committee: 1985-1995 and undated (2 folders) |
| A sub-committee of the Mill Committee, the Country Store Committee was responsible for the operations of the Country Store, located in the West Point Mill. Materials include vendor contracts, store inventories, and documents pertaining to the West Point on the Eno Cookbook. |
| Oversize Materials (filed with maps and plans) |
| Oversize 1 |
| Administrative Records Series, 1979-1996 and undated |
| North Bank Development Project Master Plan, 1981-1996 and undated Eno River City Park Map |
| North Bank Amphitheater Map |
| Oversize 2 |
| Committees and Operations Series, 1980-1997 and undated Grounds and Water Control Committee, 1980-1996 |
| Sketch—Steps at Bank near Dam—South Bank |
| Oversize 3 |
| Committees and Operations Series, 1980-1997 and undated |

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| | Photo Museum Committee and Operations, 1982-1990 and undated |
| | Hugh Mangum Photographic Museum Architectural Plans |

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