

Washington Post Historical Collection
A Finding Aid to the Collection in the Library of Congress



Manuscript Division, Library of Congress
Washington, D.C.
2019

Contact information: <http://hdl.loc.gov/loc.mss/mss.contact>

Catalog Record: <https://lcn.loc.gov/mm2015086027>

Additional search options available at: <https://hdl.loc.gov/loc.mss/eadmss.ms019001>

Prepared by Manuscript Division Staff

Finding aid encoded by Library of Congress Manuscript Division, 2019

Collection Summary

Title: Washington Post Historical Collection

Span Dates: 1880-2015

Bulk Dates: (bulk 1942-2007)

ID No.: MSS86027

Creator: Washington Post Company

Extent: 45,000 items

Extent: 130 containers plus 8 oversize

Extent: 55 linear feet

Extent: 6,209 digital files (49.24 GB)

Language: Collection material in English

Location: Manuscript Division, Library of Congress, Washington, D.C.

LC Catalog record: <https://lccn.loc.gov/mm2015086027>

Summary: American daily newspaper published in Washington, D.C. A collection of clippings, photographs, editorials, research files, memoranda, correspondence, speeches, articles, reports, newsletters, scrapbooks, directories, video files, audio files, and newspapers documenting the broad history of the newspaper through the records and papers of multiple departments and staff members.

Selected Search Terms

The following terms have been used to index the description of this collection in the LC Catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically.

People

Anderson, J. W. (John Weir), 1928-

Asher, Robert L.

Block, Herbert, 1909-2001.

Bradlee, Benjamin C.

Carper, Elsie Mae, 1919-2007.

Cooke, Janet.

Cooke, Janet. Jimmy's world.

Felt, W. Mark, 1913-2008.

Folliard, Edward T. (Edward Thomas), 1899-1976.

Friendly, Alfred (Captain)

Geyelin, Philip L.

Graham family.

Graham, Donald E., 1945-

Graham, Katharine, 1917-2001.

Graham, Philip L., 1915-1963.

Greenfield, Meg.

Hailey, Jean Reiff, 1920-1990.

Hiatt, Fred.

Hutchins, Stilson, 1838-1912.

Ikenberry, Kenneth.

Jones, Alexander F. (Alexander Francis), 1891-1966.

Jones, Boisfeuillet, 1913-2001.

Kaczynski, Theodore John, 1942-2023. Industrial society and its future.

Kaiser, Robert G., 1943-

Kaiser, Robert G., 1943- Great American dreams : a portrait of the way we are.

Kennedy, John F. (John Fitzgerald), 1917-1963--Assassination.

Lardner, George.

Lewis, Al, 1914-1994.

McCarthy, Colman. Who needs algebra.

McGrory, Mary, 1918-2004.
Meyer family.
Meyer, Agnes E., 1887-1970.
Meyer, Eugene, 1875-1959.
Pincus, Walter, 1932-
Povich, Shirley.
Pusey, Merlo J. (Merlo John), 1902-1985.
Riseling, John, 1888-1977.
Roberts, Chalmers M. (Chalmers McGeagh), 1910-2005.
Roberts, Chalmers M. (Chalmers McGeagh), 1910-2005. In the shadow of power : the story of the Washington post.
Roberts, Chalmers M. (Chalmers McGeagh), 1910-2005. Washington post: the first 100 years.
Rosenfeld, Stephen.
Shakow, Patricia Connell.
Wiggins, James Russell, 1903-2000.
Wilkins, Beriah, 1846-1905.

Organizations

E Streeters (Washington post)
Washington Post Company--Public relations.
Washington Post Company.

Subjects

American newspapers--Washington (D.C.)
American periodicals.
International relations.
Journalism--United States.
Journalistic ethics--United States.
Newspaper publishing--Moral and ethical aspects.
Newspaper publishing--United States.
Newspaper publishing--Washington (D.C.)
Political corruption--United States.
Publishers and publishing--United States.
Pulitzer Prizes.
Reporters and reporting--United States.
Riots--Washington (D.C.)--Mount Pleasant.
Strikes and lockouts--Newspaper publishing.
Strikes and lockouts--Washington (D.C.)
Television stations--United States.
Vietnam War, 1961-1975.
Watergate Affair, 1972-1974.
World politics.

Places

United States--Foreign relations.
United States--History.
United States--Politics and government.
Washington (D.C.)--History.

Titles

Book world (Washington post)
Company behind the news (The Washington Post Company)
Newsweek (magazine)
Pentagon Papers.
Shop talk (Washington post)
Washington news.
Washington post.

Washington star.
Washington times herald.

Provenance

The Washington Post Historical Collection was given to the Library of Congress by the Washington Post Company in 2015 and 2016. The materials were compiled by Evelyn Small, a former senior researcher at the Washington Post Company working on an archival project in advance of the move of the Washington Post offices to a new building in 2015.

Processing History

The Washington Post Historical Collection was arranged and described by Nate Scheible with the assistance of Emilia Schrier in 2018-2019.

Transfers

Items have been transferred from the Manuscript Division to other custodial divisions of the Library. Videotapes and audiotapes have been transferred to the Motion Picture, Broadcasting and Recorded Sound Division. Some photographic slides featuring employees and various divisions within the *Washington Post* and photographs related to the *Washington Star* have been transferred to the Prints and Photographs Division. Some newspapers and magazines have been transferred to the Serial and Government Publications Division. Sheet music has been transferred to the Music Division. Some books have been transferred to the Asian Division, the European Division, and the African, Latin American and Western European Division. All transfers are identified in these divisions as part of the Washington Post Historical Collection. Patrons are encouraged to contact these Divisions in advance of a research visit.

Related Material

Related collections in the Manuscript Division include the [Herbert Block Papers](#) , [Philip L. Geyelin Papers](#) , Katharine Graham Papers, [Meg Greenfield Papers](#) , [George Lardner Papers](#) , [Agnes Elizabeth Ernst Meyer Papers](#) , [Eugene Meyer Papers](#) , and [Mary McGrory Papers](#) . Separate accessions of the Washington Post Historical Collection were also received by the Prints and Photographs Division and the Serials and Government Publications Division.

Copyright Status

The status of copyright in the unpublished writings in the Washington Post Historical Collection is governed by the Copyright Law of the United States (Title 17, U.S.C.).

Access and Restrictions

The Washington Post Historical Collection is open to research. Researchers are advised to contact the Manuscript Reading Room prior to visiting. Many collections are stored off-site and advance notice is needed to retrieve these items for research use.

Digital Files

Digital files were received as part of the Washington Post Historical Collection. Each piece of digital media was assigned a unique digital ID number. Access to digital content is available onsite only in the Manuscript Reading Room and requires advance notice. Use the digital ID number to request access copies of the files. Consult reference staff in the Manuscript Division for more information.

Preferred Citation

Researchers wishing to cite this collection should include the following information: Container or Digital ID number, Washington Post Historical Collection, Manuscript Division, Library of Congress, Washington, D.C.

Administrative History

Washington Post

Date	Event
1877	Founded by Stilson Hutchins
1877	Publication of first newspaper, December 6
1889	Purchased by Frank Hatton and Beriah Wilkins
1905	Purchased by John R. McLean
1933	Purchased by Eugene Meyer
1947	Incorporation of the Washington Post Company
1954	Purchase of the <i>Washington Times Herald</i> by the Washington Post Company
1962	Formation of the Los Angeles Times-Washington Post News Service
1971	Publication of the Pentagon Papers
1973	Awarded Pulitzer Prize for public service for coverage of a break-in at the Democratic National Committee headquarters at the Watergate Hotel, Washington, D.C.
1975	Strike of the pressmen's union
1980	Publication of Pulitzer Prize winning story "Jimmy's World" by Janet Cooke, later revealed to be fabricated
1996	Publication of the <i>Washington Post</i> online begins
2013	Purchased by Jeff Bezos

Publishers of the *Washington Post*

Date	Publisher
1877-1889	Stilson Hutchins
1889-1905	Beriah Wilkins
1905-1916	John R. McLean
1916-1933	Edward Beale McLean
1933-1946	Eugene Meyer
1946-1961	Philip L. Graham
1961-1968	John W. Sweeterman
1969-1979	Katharine Graham
1979-2000	Donald E. Graham
2000-2008	Boisfeuillet Jones
2008-2014	Katharine Weymouth
2014-	Frederick J. Ryan, Jr.

Executive Editors of the *Washington Post*

Date	Executive Editor
1955-1968	James Russell Wiggins
1968-1991	Benjamin C. Bradlee
1991-2008	Leonard Downie, Jr.
2008-2012	Marcus Brauchli
2012-	Martin Baron

Scope and Content Note

The Washington Post Historical Collection spans the years 1880 to 2015, with the bulk of the material dating between 1942 and 2007. The collection focuses on the broad history of the *Washington Post* as documented in the records and papers of multiple departments and staff members. The collection does not present an in-depth, comprehensive history of the *Washington Post*, but instead highlights certain facets of its history to varying degrees. Where possible, original order of the files was maintained. However, as the provenance of many files could not be determined, many have been arranged for convenience of description and access rather than in an order originally established by a creator. Furthermore, because the collection compiles materials from multiple sources, the files are occasionally incomplete. Some files feature only a few items on a particular topic or, in the case of more cohesive groupings of documents, contain gaps within the material. The collection is organized into the following series: [Public Relations Files](#), [Library and News Research Center Files](#), [Staff Member Files](#), [Editorials](#), [Administrative Files](#), [E Streeters Files](#), [Circulation Files](#), [Book World Files](#), [Washington Post Company Files](#), [Digital Files](#), and [Oversize](#).

With the exception of a few files related to early *Washington Post* owners Stilson Hutchins and Beriah Wilkins, most files are related to the newspaper after Eugene Meyer purchased it in 1933. As a result, a large number of files throughout the collection are related to members of the Meyer and Graham families, which include Eugene Meyer, Agnes E. Meyer, Katharine Graham, Philip L. Graham, and Donald E. Graham, and contain speeches, biographies, and articles written by and about each of them.

Files related to staff members are voluminous and feature biographies, writings, photographs, editorials, and research materials. Prominently featured staff members include J. W. Anderson, Herbert Block, Benjamin C. Bradlee, Janet Cooke, Edward T. Folliard, Alfred Friendly, Meg Greenfield, Jean Reiff Hailey, Robert G. Kaiser, George Lardner, Mary McGrory, Walter Pincus, Merlo J. Pusey, and Chalmers M. Roberts. There is crossover of staff materials among all series, especially within the [Public Relations Files](#), [Library and News Research Center Files](#), and [E Streeters Files](#) series.

The [Public Relations Files](#) series mostly documents the *Washington Post's* efforts to develop relationships within the community it serves and foster relationships internally among staff, and includes documentation of anniversaries, awards, sponsored events, educational outreach, and marketing. Events featured in the series include the *Washington Post's* purchase of the *Washington Times Herald* in 1954, the pressman's strike of 1975, and publication of Janet Cooke's fabricated 1981 Pulitzer Prize winning story "Jimmy's World."

The [Library and News Research Center Files](#) series consists of files from the *Washington Post's* in-house library of resources utilized by editors, reporters, artists, and photographers in their daily work at the newspaper, and mostly includes name and subject files. The *Washington Post* background and history files in the series include articles, memoranda, reports, and other printed matter that chronicle major events in the history of the newspaper. This series also includes copies of the Pentagon Papers as originally received and arranged by the *Washington Post*. However, there is little to no documentation of the decision-making process that led to their publication.

The [Staff Member Files](#) series contains personal papers of Robert G. Kaiser, George Lardner, Walter Pincus, Merlo J. Pusey, Chalmers M. Roberts, and Jean Reiff. The bulk of the series includes Lardner and Pincus's files on the Kennedy assassination and the Watergate Affair for articles written in the 1990s. The series also includes Chalmers M. Roberts's files related to his books *Washington Post: The First 100 Years* (1977) and *In the Shadow of Power: The Story of the Washington Post* (1989).

The [Editorials](#) series comprises editorials written by staff ranging from 1965 to 2008. In most cases, these editorials were originally published without a byline, and these files document who wrote them.

The [Administrative Files](#) series focuses on a range of the *Washington Post's* operations including editorial, personnel, and planning matters. Many files originate from the newsroom and the human resources department and include style guidelines, telephone directories, and staff orientation materials.

The [E Streeters Files](#) series documents the group of employees who worked at the *Washington Post* building on E Street and who moved to the L Street building at the end of 1950. The series largely consists of meeting files and extensive name files, along with accounts of memories and recollections from E Streeters' careers at the *Washington Post*.

The [Circulation Files](#) series largely consists of Audit Bureau of Circulations statements and reports for the *Washington Post*, *Washington Times Herald*, *Washington Star*, and *Washington News* from 1939 to 1989.

The [Book World Files](#) series documents the decision of the *Washington Post* to discontinue publication of its literary supplement “Book World” in 1973.

The [Washington Post Company Files](#) series contains files related to the parent company of the *Washington Post*. The bulk of the series contains the publication “Company Behind the News,” which provides a monthly review from 1983 to 2000 of achievements and initiatives of various Washington Post Company subsidiaries.

The [Digital Files](#) series documents many of the *Washington Post*’s public relations activities, including videos and photographs of events, awards, and staff celebrations.

The [Oversize](#) series primarily contains documents separated from other series.

Arrangement of the Papers

This collection is arranged in eleven series:

- [Public Relations Files, 1927-2015](#)
- [Library and News Research Center Files, 1880-2008](#)
- [Staff Member Files, 1942-1997](#)
- [Editorials, 1965-2008](#)
- [Administrative Files, 1946-2005](#)
- [E Streeters Files, 1936-2009](#)
- [Circulation Files, 1939-2014](#)
- [Book World Files, 1952-2004](#)
- [Washington Post Company Files, 1955-2004](#)
- [Digital Files, 1993-2013](#)
- [Oversize, 1937-2013](#)

Description of Series

Container
BOX 1-20

Series
Public Relations Files, 1927-2015

This series mostly documents the *Washington Post's* efforts to develop relationships within the community it serves and foster relationships internally among staff. It includes documentation of anniversaries, awards, sponsored events, educational outreach, and marketing. Many anniversaries related to the *Washington Post* are documented, especially the 100 year anniversary which includes commemorative articles, incoming and outgoing correspondence of Katharine Graham, and files related to the publication of Chalmers M. Roberts's book *Washington Post: The First 100 Years*. Public relations events encompass Janet Cooke's fabricated 1981 Pulitzer Prize winning story "Jimmy's World," publication of Theodore Kaczynski's manifesto "Industrial Society and its Future," and the revealing of Mark Felt as the anonymous source "Deep Throat" in 2005. Extensive coverage of the pressman's strike of 1975 includes internal memoranda, clippings, media statements, briefing documents, and newsletters of strikers. The series contains letters from readers responding to the purchase of the *Washington Times Herald* in 1954. The files on Katharine Graham and Donald E. Graham include articles, speeches, schedules, and photographs. A large portion of the series includes photographs of staff taken in 1980 for *Shop Talk*, the *Washington Post's* internal newsletter for employees.

Material types include: correspondence, photographs, schedules, memoranda, maps, clippings, speeches, articles, reports, studies, newsletters, pamphlets, brochures, and obituaries.

Arranged alphabetically by topic or material type.

BOX 20-44

Library and News Research Center Files, 1880-2008

This series consists of files from the *Washington Post's* in-house library of resources utilized by editors, reporters, artists, and photographers in their daily work at the newspaper. The original library contained books, clippings, an online database, and various reference files. The materials received within this collection mostly consist of what the library identified as "pamphlet files," the bulk of which are represented by name and subject files. Other items belonged to their "archive," which is material they considered to be historically relevant even after it was no longer in active use. An administrative binder in the series provides further details about the library's mission, services, and resources. A large number of staff and executive name files include speeches, clippings, press releases, testimonies, and research. "Backgrounder" files include notes from off-the-record talks, interviews, and briefings with U.S. presidents and foreign officials dating from 1963 to 1968. The topics include foreign policy, the Vietnam War, the economy, domestic issues, and the 1964 election. The series also contains the Pentagon Papers as originally received and arranged by the *Washington Post*, and the version submitted into public record by Senator Mike Gravel. There is little to no documentation of the decision-making process that led to their publication. Files on the history of the *Washington Post* document the move of the newspaper offices into a new building on L Street in the early 1950s, and include planning documents, articles, blueprints, equipment purchases, photographs, correspondence, and notes. Some of the earliest documents in the series include correspondence regarding a financial dispute between Beriah Wilkins and Elizabeth Hatton, whose husband Frank Hatton purchased the *Washington Post* with Wilkins in 1889.

Material types include: correspondence, clippings, articles, books, notes, photographs, slides, blueprints, memoranda, schedules, scrapbooks, programs, biographies, speeches, and testimonies.

Arranged alphabetically by topic or material type.

BOX 44-84

Staff Member Files, 1942-1997

This series contains personal papers of Jean Reiff Hailey, Robert G. Kaiser, George Lardner, Walter Pincus, Merlo J. Pusey, and Chalmers M. Roberts. The bulk of the series includes Lardner and Pincus's files on the Kennedy assassination and the Watergate Affair for articles written in the 1990s. These include drafts, planning documents, interviews, notes, and many research files that draw largely from documents photocopied at the National Archives and Records Administration, the Lyndon Baines Johnson Library, and the Gerald R. Ford Library. The research files are arranged according to subject, with annotations by Pincus, Lardner, and other individuals working on the projects. There is considerable duplication among the Kennedy assassination files, which focus mostly on the Warren Commission, Central Intelligence Agency (CIA), Federal Bureau of Investigation (FBI), Lee Harvey Oswald, Jack Ruby, and Lyndon B. Johnson. Chalmers M. Roberts's papers comprise research and publicity associated with his books *Washington Post: The First 100 Years* (1977) and *In the Shadow of Power: The Story of the Washington Post* (1989) and contain correspondence, notes, interviews, staff information, and photographs. Robert G. Kaiser's papers mostly include notes and transcripts of interviews for his book with Jon Lowell, *Great American Dreams* (1978). The series also includes the memoirs of Merlo J. Pusey from 1985 and a scrapbook belonging to Jean Reiff Hailey that documents her career at the *Washington Post* from 1943 to 1944

Material types include: notes, correspondence, articles, transcripts, memoranda, scrapbooks, interviews, photographs, clippings, notes, and book reviews.

Arranged alphabetically by staff member last name and thereunder by topic or material type.

BOX 85-115

Editorials, 1965-2008

This series comprises editorials published from 1965 to 2008, with gaps from 1972 to 1975, 1986 to 1987, and 2003. In most cases, these editorials were originally published without a byline, and these files document who wrote them. The writers most prominently featured include J. W. Anderson, Robert L. Asher, Philip L. Geyelin, Meg Greenfield, Fred Hiatt, Kenneth Ikenberry, Stephen Rosenfeld, and Patricia Connell Shakow. There are also subject files including letters to the editor regarding the 1991 riots in Mount Pleasant, Washington, D.C. and reader responses to Colman McCarthy's 1991 editorial "Who Needs Algebra?"

Arranged chronologically by year and thereunder by name or topic.

BOX 115-120

Administrative Files, 1946-2005

The Administrative Files series focuses on a range of the *Washington Post's* operations including editorial, personnel, and planning matters. Some of these files originate from Elsie Mae Carper, one time head of the human resources department, editor, and reporter who personally collected historical materials for a future *Washington Post* archive. Orientation materials include organizational charts, informational pamphlets, and lectures from the 1950s by Edward T. Folliard, Alfred Friendly, James Russell Wiggins, and Chalmers M. Roberts. The series also documents *Washington Post's* purchase of the buildings and printing presses of the *Washington Star* in 1981. Telephone directories from 1956 to 2003 include comprehensive lists of employees by name and department. Style guidelines include in-house guidebooks and newsletters such as *Post Script*, *Style Memo*, and *Cursors* addressing evolving style and editorial issues.

Material types include: directories, reports, newsletters, correspondence, memoranda, invoices, lectures, notes, and pamphlets.

Arranged alphabetically by topic or material type.

BOX 120-124

E Streeters Files, 1936-2009

This series documents the group of employees who worked at the *Washington Post* building on E Street and who moved to the L Street building at the end of 1950. Meeting files from 1978 to 1993 include photographs, correspondence, newsletters, and transcripts of

speeches. Name files and member directories contain information about various E Streeters, among them Edward T. Folliard, Katharine Graham, Al Lewis, Shirley Povich, and John Riseling. Although the E Streeters published a newsletter, *E Streeters News*, only a small number of these are present in the collection.

Material types include: biographies, obituaries, reports, directories, correspondence, articles, oral history interviews, correspondence, talks, and photographs.

Arranged alphabetically by topic or material type.

BOX 124-125

Circulation Files, 1939-2014

This series largely consists of Audit Bureau of Circulations statements and reports for the *Washington Post*, *Washington Times Herald*, *Washington Star*, and *Washington News* from 1939 to 1989. These reports include statistics related to routes, prices, subscriptions, dealers, areas of circulation, and prices.

Arranged alphabetically by topic or material type.

BOX 126-127

Book World Files, 1952-2004

This series documents the decision of the *Washington Post* to discontinue publication of its literary supplement “Book World” in 1973. The bulk of the files includes correspondence, both solicited and unsolicited, from readers, critics, academics, and writers expressing their thoughts on the decision.

Arranged alphabetically by topic or material type.

BOX 127-130

Washington Post Company Files, 1955-2004

This series contains files related to the parent company of the *Washington Post*. The bulk of the series contains the publication “Company Behind the News,” which provides a monthly review from 1983 to 2000 of achievements and initiatives of various Washington Post Company subsidiaries including the *Washington Post* newspaper, *Newsweek* magazine, and various television stations. The series includes photographic slides of staff members taken for the 1977 Washington Post Company annual report. A limited number of agreements between the Washington Post Company and the Washington-Baltimore Newspaper Guild from 1956 to 1983 are in the series. There are also files related to the recycling company Capitol Fiber and the Robinson Terminal warehouse.

Material types include: reports, agreements, photographs, slides, and newsletters.

Arranged alphabetically by topic or material type.

DF

Digital Files, 1993-2013

The Digital Files series documents many of the *Washington Post*'s public relations activities, including videos and photographs of events, awards, and staff celebrations. These largely consist of videos and photographs of the Agnes Meyer Outstanding Teacher Awards, Distinguished Educational Leadership Awards, Eugene Meyer Awards, Marine Corps Marathon Healthy Kids' Fun Run, “Paths to Success: A Forum on African-American Men,” and other *Washington Post* sponsored events. Commercials and videotaped features from news outlets after Mark Felt was revealed to be “Deep Throat” are also within the series. Staff members featured in videos include Agnes E. Meyer, Eugene Meyer, Katharine Graham, Herbert Block, and Boisfeuillet Jones. The digital files do not include any documentation of *Washington Post* web content.

Material types include: video files, audio files, photographs, spreadsheets, textual documents, and presentations.

Arranged and described according to the series and subseries of the physical materials, and if they are separations, according to the series, container, and folders from which the items were separated.

Oversize, 1937-2013

This series primarily contains documents separated from other series. These include many retirement and goodbye mock-ups of the *Washington Post* to celebrate staff members Elsie Mae Carper, Alfred Friendly, Donald E. Graham, Katharine Graham, and Al Lewis. A rolodex belonging to Meg Greenfield contains professional and personal contact information for colleagues, politicians, foreign officials, academics, and family. The series also contains a financial ledger documenting expenses and revenues of various distribution outlets from 1948 to 1953.

Material types include: newspapers, posters, rolodex, ledger, and wire report.

Arranged and described according to the series and subseries of the physical materials, and if they are separations, according to the series, container, and folders from which the items were separated.

Container List

Container	Contents
BOX 1-20	<p>Public Relations Files, 1927-2015</p> <p>This series mostly documents the <i>Washington Post's</i> efforts to develop relationships within the community it serves and foster relationships internally among staff. It includes documentation of anniversaries, awards, sponsored events, educational outreach, and marketing. Many anniversaries related to the <i>Washington Post</i> are documented, especially the 100 year anniversary which includes commemorative articles, incoming and outgoing correspondence of Katharine Graham, and files related to the publication of Chalmers M. Roberts's book <i>Washington Post: The First 100 Years</i>. Public relations events encompass Janet Cooke's fabricated 1981 Pulitzer Prize winning story "Jimmy's World," publication of Theodore Kaczynski's manifesto "Industrial Society and its Future," and the revealing of Mark Felt as the anonymous source "Deep Throat" in 2005. Extensive coverage of the pressman's strike of 1975 includes internal memoranda, clippings, media statements, briefing documents, and newsletters of strikers. The series contains letters from readers responding to the purchase of the <i>Washington Times Herald</i> in 1954. The files on Katharine Graham and Donald E. Graham include articles, speeches, schedules, and photographs. A large portion of the series includes photographs of staff taken in 1980 for <i>Shop Talk</i>, the <i>Washington Post's</i> internal newsletter for employees.</p> <p>Material types include: correspondence, photographs, schedules, memoranda, maps, clippings, speeches, articles, reports, studies, newsletters, pamphlets, brochures, and obituaries.</p> <p>Arranged alphabetically by topic or material type.</p>
BOX 1	Anniversaries
BOX 1	50 year, 1927
BOX 1	70 year, 1947
BOX 1	75 year, 1952
BOX 1	100 year, 1977-1978 See also Container OV 1, same heading (2 folders)
BOX 1	125 year, 2002
BOX 1	<i>Backgrounder: A Communications Department Publication</i> , 1975-1976
BOX 1	"Beyond the Front Page" video notes, 1998
BOX 1	Byline strike, 2002, June
BOX 1	<i>Centennial Post</i> from the Smithsonian Institution's "1876: A Centennial Exhibition," 1976 See also Container OV 2, same heading
BOX 1	Clippings, stories about the <i>Washington Post</i> , 1963-1990, undated
BOX 1	Controversial advertisements, 2004, 2007
BOX 1	Cooke, Janet, "Jimmy's World," 1981
BOX 1	"Covering the Capital: A report on the Washington Post by the Wall Street Journal," 1970
BOX 2	"Economics of Excellence: A Memorandum on Newspaper Economics and the Washington Post," 1975
BOX 2	Educational outreach
BOX 2	"Capital Classroom," circa 1950s
BOX 2	Journalism programs, 1972, 2006
BOX 2	Resources and curriculum guides, 1989-1991, 2002-2008, undated (3 folders)
BOX 2	School service program, 1969-1976

Public Relations Files, 1927-2015

Container	Contents
BOX 2	Eugene Meyer Awards, 1983-1993, 2015
BOX 2	Events
BOX 2	Building dedication, 1150 15th Street Northwest, Washington, D.C., 1972 (2 folders)
BOX 3	Fiftieth anniversary of <i>Washington Times Herald</i> purchase, luncheon, 2004
BOX 3	Marine Corps Marathon KidsPost Mini Mile, 2000
BOX 3	Miscellany, 1958, 1980, 1997, undated
BOX 3	Networking events, 2003
BOX 3	Plant dedications, College Park, Md. and Springfield, Va., 1998-1999 (2 folders)
BOX 3	Rock 'n Race, 2000
BOX 3	Saint Augustine Catholic Church, Washington, D.C., 140th anniversary, 1998
BOX 3	Strike up the Bands!, 1989-1993
BOX 3	Felt, Mark, revealed as "Deep Throat," 2005
BOX 3	Graham, Katharine
BOX 3	Articles about Graham, circa 2003
BOX 3	Biographical file
BOX 3	1971-1998, undated (2 folders)
BOX 4	1980-1998, undated
BOX 4	Clippings, 2001, July-Aug. (5 folders)
BOX 4	File list, 2015, undated
BOX 4	Photographs, 1972-1981, undated
BOX 4	Schedules, 1979-1982
BOX 5	Speeches
BOX 5	1964-1978, undated (7 folders)
BOX 6	1978-1987, undated (2 folders)
BOX 6	Graham, Donald E.
BOX 6	Biographical file, 1967-2003, undated (2 folders)
BOX 6	Photographs, 1979-1982
BOX 6	Speeches, 1976-1989
BOX 6	Helen Hayes Award, 2002-2005
BOX 7	Historic front pages, 1954, 1966, 1972-1977, 1998
BOX 7	History of other newspapers, 1963-1975, undated (2 folders)
BOX 7	"Holocaust: The Obligation to Remember," 1983
BOX 7	Kaczynski, Theodore (Unabomber), 1995 (2 folders)
BOX 7	Lewinsky, Monica, articles, 1998 (2 folders)
BOX 8	(1 folder)
BOX 8	"Lifting the Veil from the 'Secret City': The Washington Post and the Racial Revolution by Ben W. Gilbert," 1992-1996

Public Relations Files, 1927-2015

Container	Contents
BOX 8	Lobby wall artwork, <i>Washington Post</i> building, undated
BOX 8	Maryland printing plant, 1994-1996
BOX 8	Meyer, Agnes E., 1943-1970, 1991 (2 folders)
BOX 8	Miscellany, 1946-1950, 1967, 1975-1983, 1991, 1997-2001, undated
BOX 8	National Book Festival, 2001-2005 (2 folders)
BOX 9	Ned the Newshound mascot, 2003
BOX 9	New printing presses, publicity, 1995-1999
BOX 9	Off Season (nonprofit organization), 1977
BOX 9	Open house, 1972 <i>See also Container OV I, same heading</i> (2 folders)
BOX 9	<i>Other Side of the News</i> (television series), circa 1990
BOX 9	Pamphlets, brochures, ephemera, circa 1950s-2003
BOX 9	"The Post: What It's All About," 1971, undated
BOX 9	Pressman's strike of 1975, 1975-1979 (2 folders)
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BOX 10	Principles, 1935, undated <i>See also Container OV I, same heading</i>
BOX 10	Public relations department slide show, 1989
BOX 10	Radio program script, 1938
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BOX 10	Reports and studies
BOX 10	<i>Readership Studies: Washington Post-Times Herald, Washington Star</i> , 1956
BOX 10	<i>Study of the Washington, D.C. Afternoon Newspaper Market</i> , 1982
BOX 11	<i>Study of the Washington, D.C. Metropolitan Newspaper Market</i> , 1983
BOX 11	<i>Survey of the Month</i> , Carl J. Nelson Research, Chicago, Ill., 1969
BOX 11	<i>Trend Study of the Washington, D.C. Metropolitan Newspaper Market</i> , 1980
BOX 11	Riot and demonstration coverage, 1967-1968
BOX 11	Sept. 11 terrorist attacks, 2001
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This series consists of files from the *Washington Post's* in-house library of resources utilized by editors, reporters, artists, and photographers in their daily work at the newspaper. The original library contained books, clippings, an online database, and various reference files. The materials received within this collection mostly consist of what the library identified as "pamphlet files," the bulk of which are represented by name and subject files. Other items belonged to their "archive," which is material they considered to be historically relevant even after it was no longer in active use. An administrative binder in the series provides further details about the library's mission, services, and resources. A large number of staff and executive name files include speeches, clippings, press releases, testimonies, and research. "Backgrounder" files include notes from off-the-record talks, interviews, and briefings with U.S. presidents and foreign officials dating from 1963 to 1968. The topics include foreign policy, the Vietnam War, the economy, domestic issues, and the 1964 election. The series also contains the Pentagon Papers as originally received and arranged by the *Washington Post*, and the version submitted into public record by Senator Mike Gravel. There is little to no documentation of the decision-making process that led to their publication. Files on the history of the *Washington Post* document the move of the newspaper offices into a new building on L Street in the early 1950s, and include planning documents, articles, blueprints, equipment purchases, photographs, correspondence, and notes. Some of the earliest documents in the series include correspondence regarding a financial dispute between Beriah Wilkins and Elizabeth Hatton, whose husband Frank Hatton purchased the *Washington Post* with Wilkins in 1889.

Material types include: correspondence, clippings, articles, books, notes, photographs, slides, blueprints, memoranda, schedules, scrapbooks, programs, biographies, speeches, and testimonies.

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BOX 75	Clippings, 1972-1974 (2 folders)
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BOX 75	Dean, John, 1973
BOX 75	Erlichman, John, notes, 1972, 1982, undated
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BOX 79	Destruction, 1997
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BOX 84	<i>Shop Talk</i> notes 1962, 1973-1988, undated
BOX 84	Staff, <i>Washington Post</i> , 1971-1989
BOX 84	<i>Washington Post</i> in the news, 1970-1989
BOX 84	<i>Washington Star</i> folds, 1979-1985
BOX 85-115	Editorials, 1965-2008 This series comprises editorials published from 1965 to 2008, with gaps from 1972 to 1975, 1986 to 1987, and 2003. In most cases, these editorials were originally published without a byline, and these files document who wrote them. The writers most prominently featured include J. W. Anderson, Robert L. Asher, Philip L. Geyelin, Meg Greenfield, Fred Hiatt, Kenneth Ikenberry, Stephen Rosenfeld, and Patricia Connell Shakow. There are also subject files including letters to the editor regarding the 1991 riots in Mount Pleasant, Washington, D.C. and reader responses to Colman McCarthy's 1991 editorial "Who Needs Algebra?" Arranged chronologically by year and thereunder by name or topic.
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BOX 100	King, Colbert
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Administrative Files, 1946-2005

The Administrative Files series focuses on a range of the *Washington Post's* operations including editorial, personnel, and planning matters. Some of these files originate from Elsie Mae Carper, one time head of the human resources department, editor, and reporter who personally collected historical materials for a future *Washington Post* archive. Orientation materials include organizational charts, informational pamphlets, and lectures from the 1950s by Edward T. Folliard, Alfred Friendly, James Russell Wiggins, and Chalmers M. Roberts. The series also documents *Washington Post's* purchase of the buildings and printing presses of the *Washington Star* in 1981. Telephone directories from 1956 to 2003 include comprehensive lists of employees by name and department. Style guidelines include in-house guidebooks and newsletters such as *Post Script*, *Style Memo*, and *Cursors* addressing evolving style and editorial issues.

Material types include: directories, reports, newsletters, correspondence, memoranda, invoices, lectures, notes, and pamphlets.

Arranged alphabetically by topic or material type.

BOX 115	Associated Press, 1965-1977 (2 folders)
BOX 115	"Blacks in the Newsroom of the Washington Post," report, 1986
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BOX 115	Equipment
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Administrative Files, 1946-2005

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BOX 118	Telephone directories
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Administrative Files, 1946-2005

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BOX 120-124	E Streeters Files, 1936-2009 <p>This series documents the group of employees who worked at the <i>Washington Post</i> building on E Street and who moved to the L Street building at the end of 1950. Meeting files from 1978 to 1993 include photographs, correspondence, newsletters, and transcripts of speeches. Name files and member directories contain information about various E Streeters, among them Edward T. Folliard, Katharine Graham, Al Lewis, Shirley Povich, and John Riseling. Although the E Streeters published a newsletter, <i>E Streeters News</i>, only a small number of these are present in the collection.</p> <p>Material types include: biographies, obituaries, reports, directories, correspondence, articles, oral history interviews, correspondence, talks, and photographs.</p> <p>Arranged alphabetically by topic or material type.</p>
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BOX 122	Miscellany, 1988-1994, 2009, undated
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BOX 123	Greenwald, Neal, 1972, 1986-1989 <i>See also OV 3, same heading</i>
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BOX 123	Hyde, Nina, 1989
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BOX 123	Plaque, 1984-1987
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BOX 124	World War II, 1971, undated

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Circulation Files, 1939-2014

This series largely consists of Audit Bureau of Circulations statements and reports for the *Washington Post*, *Washington Times Herald*, *Washington Star*, and *Washington News* from 1939 to 1989. These reports include statistics related to routes, prices, subscriptions, dealers, areas of circulation, and prices.

Arranged alphabetically by topic or material type.

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Circulation Files, 1939-2014

Container	Contents
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BOX 125	Miscellany, 1984, 1994, 2014, undated
BOX 125	Price increases, 1983
BOX 125	Supplemental circulation statistics, 1962-1969
BOX 126-127	Book World Files, 1952-2004 This series documents the decision of the <i>Washington Post</i> to discontinue publication of its literary supplement "Book World" in 1973. The bulk of the files includes correspondence, both solicited and unsolicited, from readers, critics, academics, and writers expressing their thoughts on the decision. Arranged alphabetically by topic or material type.
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BOX 126	Discontinuation of Book World, 1973 (5 folders)
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BOX 126	Lodge, David, 1992
BOX 126	Meeting, 1993, Nov.
BOX 127	Memoranda, 1973-1998
BOX 127	Miscellany, 1972, 1979, 1986-2005, undated
BOX 127	Press, 1973
BOX 127	See, Carolyn, 1993-1996, 2004
BOX 127-130	Washington Post Company Files, 1955-2004 This series contains files related to the parent company of the <i>Washington Post</i> . The bulk of the series contains the publication "Company Behind the News," which provides a monthly review from 1983 to 2000 of achievements and initiatives of various Washington Post Company subsidiaries including the <i>Washington Post</i> newspaper, <i>Newsweek</i> magazine, and various television stations. The series includes photographic slides of staff members taken for the 1977 Washington Post Company annual report. A limited number of agreements between the Washington Post Company and the Washington-Baltimore Newspaper Guild from 1956 to 1983 are in the series. There are also files related to the recycling company Capitol Fiber and the Robinson Terminal warehouse. Material types include: reports, agreements, photographs, slides, and newsletters. Arranged alphabetically by topic or material type.
BOX 127	Agreements, 1956, 1964-1983 (2 folders)
BOX 127	Annual report photographic slides, 1977 (3 folders)
BOX 128	Annual reports, 1972-1980
BOX 128	Capitol Fiber annual reports, 1997-2004 (2 folders)

Washington Post Company Files, 1955-2004

Container

Contents

BOX 128	Clippings, 1961-1973, 1980-1983
BOX 128	"Company Behind the News"
BOX 128	Achievements contents, 1985-1987
BOX 128	Affiliate operations, 1983-2000
BOX 128	Broadcast division, 1983-2000
BOX 129	Cable division, 1991-1999
BOX 129	Industry issues, 1983-2000 (2 folders)
BOX 129	Magazine division, 1997-2000
BOX 129	Newspaper division, 1983-2000
BOX 129	<i>Newsweek</i> , 1983-1997
BOX 129	Other business, 1998-2000
BOX 129	Post-Newsweek cable, 1987-1990
BOX 129	Washington Post Company, 1983-2000
BOX 130	"Facts About the Washington Post Company," 1974, 1977
BOX 130	"Management Memorandum," 1980-1981
BOX 130	Miscellany, 1955, 1971-1975, 1981-1983, 1990, 2001-2004, undated
BOX 130	<i>Newsweek</i> fiftieth anniversary, 1983
BOX 130	Robinson Terminal, Springfield, Va., 1999-2000, undated

DF

Digital Files, 1993-2013

The Digital Files series documents many of the *Washington Post's* public relations activities, including videos and photographs of events, awards, and staff celebrations. These largely consist of videos and photographs of the Agnes Meyer Outstanding Teacher Awards, Distinguished Educational Leadership Awards, Eugene Meyer Awards, Marine Corps Marathon Healthy Kids' Fun Run, "Paths to Success: A Forum on African-American Men," and other *Washington Post* sponsored events. Commercials and videotaped features from news outlets after Mark Felt was revealed to be "Deep Throat" are also within the series. Staff members featured in videos include Agnes E. Meyer, Eugene Meyer, Katharine Graham, Herbert Block, and Boisfeuillet Jones. The digital files do not include any documentation of *Washington Post* web content.

Material types include: video files, audio files, photographs, spreadsheets, textual documents, and presentations.

Arranged and described according to the series and subseries of the physical materials, and if they are separations, according to the series, container, and folders from which the items were separated.

DF

Public Relations Files

Agnes Meyer Outstanding Teacher Awards; photographs and videos, 2005-2012

Digital ID: 86027_167_030

Digital ID: 86027_167_031

Digital ID: 86027_167_032

Digital ID: 86027_167_034

Digital ID: 86027_167_047

Educational outreach

Distinguished Educational Leadership Awards; videos, photographs, working files, 2005-2013

Digital ID: 86027_167_004

Digital ID: 86027_167_005

Digital ID: 86027_167_006

Digital ID: 86027_167_007

Digital ID: 86027_167_010

Digital ID: 86027_167_011

Digital ID: 86027_167_012

Resources and curriculum guides, "News in Education Week Teacher's Guide: Now I Get It!," 2006-2007

Digital ID: 86027_167_059

El Tiempo Latino, El Tiempo Latino song by Verny Varela, undated

Digital ID: 86027_167_055

Eugene Meyer Awards; photographs and videos, 2005-2012

Digital ID: 86027_167_027

Digital ID: 86027_167_029

Digital ID: 86027_167_033

Digital ID: 86027_167_036

Digital ID: 86027_167_039

Events

Hoops for the Homeless, video, 2004

Digital ID: 86027_167_063

Marine Corps Marathon Healthy Kids' Fun Run; photographs and television commercials, 2003-2007

Digital ID: 86027_167_016

Digital ID: 86027_167_017

Digital ID: 86027_167_064

Digital ID: 86027_167_065

Miscellany, photographs, 2004

Digital ID: 86027_167_054

Music and Dance Scholarship Awards, video, 2008

Digital ID: 86027_167_070

Digital ID: 86027_167_071

Felt, Mark, revealed as "Deep Throat," television and radio news segments, 2005

Digital ID: 86027_167_018

Digital ID: 86027_167_019

Digital ID: 86027_167_020

Graham, Katharine, American Advertising Federation (AAF) Advertising Hall of Fame induction, video, 2002

Digital ID: 86027_167_049

History of other newspapers, *New York Times* printing plant videos, 1997

Digital ID: 86027_167_062

Jones, David, community relations manager, files, 2007-2010

Digital ID: 86027_167_021

Digital ID: 86027_167_022

"Let Tony Try It" television segment, Fox News, *Washington Post* plant, College Park, Md., 2006, Dec. 7

Digital ID: 86027_167_014

Digital ID: 86027_167_015

Lobby wall artwork *Washington Post* building, photographs, circa 2002

Digital ID: 86027_167_072

- Meyer, Agnes E. and Eugene, interview with Edward R. Murrow from 1956, video, 2009
Digital ID: 86027_167_028
- National Book Festival, coverage, "From the Nation's Capital" (radio program), 2007, undated
Digital ID: 86027_167_026
Digital ID: 86027_167_061
- "Paths to Success: A Forum on African-American Men," video, 2006
Digital ID: 86027_167_067
- Photographs
- Washington Post Book Club, 2008
Digital ID: 86027_167_060
- Washington Post* sections, 2000
Digital ID: 86027_167_053
- "Read What You Need" television campaign, videos, 2005
Digital ID: 86027_167_066
- Readers' Day, photographs, 2005
Digital ID: 86027_167_003
- Staff
- Block, Herbert, *HERBLOCK: The Man Behind the Cartoons* (documentary), 2009
Digital ID: 86027_167_051
- Jones, Boisfeuillet, video tribute by Leonard Downie, Jr., 2011
Digital ID: 86027_167_068
- Photographs, 2005
Digital ID: 86027_167_010
- Retirees, 2004 [See also Container 16, same heading](#)
Digital ID: 86027_167_001
- "State of the Washington Post," presentation, 2002 [See also Container 17, same heading](#)
Digital ID: 86027_167_002
- "Washington Post and the Community," commercial, 2004
Digital ID: 86027_167_052
- Library and News Research Center Files
- The House that Abe Built*, documentary about the Verizon Center, Washington, D.C., 2007
Digital ID: 86027_167_048
- Photographs
- Hurricane Isabel, 2003
Digital ID: 86027_167_057
- Sept. 11 terrorist attacks, 2001, 2001-2002
Digital ID: 86027_167_058
- Staff Member Files; Lardner, George and Walter Pincus; Kennedy, John F., assassination; Coverage, thirtieth anniversary; Russian sources and Priscilla Johnson McMillan interview, 1993 [See also Container 49, same heading](#)
Digital ID: 86027_167_069
- E Streeters Files, meetings, transcripts and photographs, 2005-2009
Digital ID: 86027_167_023
Digital ID: 86027_167_024

BOX OV 1-OV 8

Oversize, 1937-2013

This series primarily contains documents separated from other series. These include many retirement and goodbye mock-ups of the *Washington Post* to celebrate staff members

Elsie Mae Carper, Alfred Friendly, Donald E. Graham, Katharine Graham, and Al Lewis. A rolodex belonging to Meg Greenfield contains professional and personal contact information for colleagues, politicians, foreign officials, academics, and family. The series also contains a financial ledger documenting expenses and revenues of various distribution outlets from 1948 to 1953.

Material types include: newspapers, posters, rolodex, ledger, and wire report.

Arranged and described according to the series and subseries of the physical materials, and if they are separations, according to the series, container, and folders from which the items were separated.

Public Relations Files

- BOX OV 1 Anniversaries, 100 year, *Washington Post Magazine*, "Centennial," 1977, Dec. 18 ([Container 1, same heading](#))
- BOX OV 2 *Centennial Post* from the Smithsonian Institution's "1876: A Centennial Exhibition," 1976 ([Container 1, same heading](#))
- BOX OV 1 Open house, poster, 1972, Sept. 24 ([Container 9, same heading](#))
- BOX OV 1 Principles, poster, undated ([Container 10, same heading](#))
- BOX OV 3 Staff, special internal editions of the *Washington Post* for staff member commemorations
- BOX OV 3 Carper, Elsie Mae, 1989
- BOX OV 3 Carswell, Shirley, 2013
- BOX OV 3 Friendly, Alfred, Captain, 1971
- BOX OV 3 Graham, Donald, 2013
- BOX OV 3 Graham, Katharine, 1987
- BOX OV 3 Hannan, Mark, 1986
- BOX OV 3 Jones, Boisfeuillet, 2011
- BOX OV 3 Lewis, Al, 1985
- BOX OV 3 Meyer, Agnes E. and Eugene, 1954
- BOX OV 3 Silberman, Peter, 1990
- BOX OV 3 Wilkinson, Tom, 2009
- BOX OV 1 "The Story of Agnes Richardy and the Hundred and Fifty-Seven Thousand Dollars: A Case History of Newspaper Influence as Demonstrated by the *Washington Post*," circa 1940s
- BOX OV 1 "True Story Behind the News," comic strip, 1950
- Library and News Research Center Files
- BOX OV 2 Anniversary, 125th, artifact submissions and editor notes, full published section, 2002, June 5
- BOX OV 1 *Chapel Post*, 1945-1946 ([Container 22, same heading](#))
- BOX OV 4 Hutchins, Stilton, scrapbook, 1896 ([Container 37, same heading](#))
- BOX OV 5 Los Angeles Times–Washington Post News Service, wire report, 1962, Oct. 8 ([Container 24, same heading](#))
- Staff and executive name files
- BOX OV 2 Friendly, Alfred, Captain, poem in "Outlook" section of *Washington Post*, Dec. 18, 1955
- BOX OV 2 Meyer, Eugene, poster, "Eugene Meyer...Newspaperman, 21st Anniversary, 1933-1954," 1954 ([Container 38, same heading](#))
- BOX OV 2 Wiggins, James Russell, *Ellsworth American*, 2000, Nov. 23 ([Container 39, same heading](#))
- Washington Post history and background files
- BOX OV 1 "Back the Attack" show, publication, 1943
- BOX OV 2 Chronological file, poster reprint of *Washington Post*, 1948, July 23 ([Container 42, same heading](#))

Oversize, 1937-2013

Container	Contents
BOX OV 1	Golf tournament, "...so they up and spent the thirty-four thousand dollars: A Washington 'Whodunit,'" publication, 1950 (Container 42, same heading)
BOX OV 1	<i>Washington Star</i> , carrier bag, circa 1981 (Container 43, same heading)
	Staff Member Files
BOX OV 6	Greenfield, Meg, rolodex, circa 1970s-1980s
BOX OV 7	Hailey, Jean Reiff, scrapbook, 1943-1944 (Container 82, same heading)
BOX OV 1	Lardner, George and Walter Pincus; Kennedy, John F., assassination; research, Dallas Police Department, Dallas, Tex., 1963-1964 (Container 52, same heading)
BOX OV 8	Administrative files, financial ledger, 1948-1953
BOX OV 3	E Streeters Files, name files
BOX OV 3	Graham, Katharine, special internal edition of the <i>Washington Post</i> to commemorate Graham's birthday, 1987 (Container 122, same heading)
BOX OV 3	Green, Jean, advertisements, "Meet Jean Green" and "Jean Green's Free Government Girls Cooking School," 1937-1938 (Container 123, same heading)
BOX OV 3	Greenwald, Neal, special internal edition of the <i>Washington Post</i> to commemorate Greenwald's retirement, 1972 (Container 123, same heading)
BOX OV 3	Lewis, Al, special internal edition of the <i>Washington Post</i> to commemorate Lewis's fiftieth year as staff writer, 1985 (Container 123, same heading)
BOX OV 2	Book World Files, formatting, "Book World," Vol. VI, No. 23, 1972 (Container 126, same heading)