

Peabody Institute Library Papers

Finding Aid

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Archivist
Peabody Institute Library
82 Main St.
Peabody, MA 01960

Collection Summary

Title: Peabody Institute Library Papers

Accession Number: 2005.83

Dates: 1813 to present

Bulk Dates: 1852 to 1920

Location: Sutton Room, Peabody Institute Shelves and Vault

Physical Description: Fifteen Boxes of Papers, five boxes of maps and plans, three photographic boxes of images, one box of postcards, plus 37 volumes.

Abstract: The Peabody Institute Library Papers span the years from those of the Danvers Mechanical Institute, which was a model for the Peabody Institute, to present day. Included in the papers are correspondence, speeches, minutes, reports, prints, photographs, maps, plans, stereoscopic images, news clippings and scrapbooks recording the donation given by George Peabody to the town of Danvers in 1852 for the creation of the Peabody Institute; George Peabody's dealings with the trustees and librarians; the changes in the library over time, as well as any papers accumulated by librarians and trustees.

Search Terms

Peabody (Mass.) – History

South Danvers (Mass.) – History

Danvers (Mass.) - History

Peabody Institute Library (Peabody, Mass.) – History

Danvers Mechanic Institute (South Danvers, Mass.) – History

Danvers Centennial Celebration, 1852

Danvers (Mass.) – Anniversary celebrations, etc.

Peabody, George, 1795-1869

Poole, Fitch, 1803-1873

Tilt, Frederick A.

Provenance

In the early years of the Peabody Institute, the papers were collected by Fitch Poole, the first Librarian. Later volumes and records were accumulated by trustees and subsequent librarians. The print of George Peabody done in 1814 was donated by his sister Judith

Dodge Peabody Russell. The facsimile letters of Queen Victoria's letter Alfred Donnett of Birmingham, England. The picture of Frederick A. Tilt, the artist responsible for the miniature portrait of Queen Victoria was donated by Mrs. Hackett-Jones, Tilt's great-granddaughter. The stereoscopic images of George Peabody, lying-in-state, in the Peabody Institute; of the portrait of Queen Victoria and of the Lyceum Hall draped in mourning were donated by Mrs. Osborne Palmer. Several letters from George Peabody to Robert S. Daniels, one of the original trustees of the library, were donated in 1908 by Daniels' son. Several letters found in the Autograph Scrapbook were donated in 1913 by Kirk Manahan of Lowell, Massachusetts. Several prints from *Harper's Illustrated* and *The Illustrated London News* of George Peabody receiving awards and of his statue in London were donated in the mid-1960's by James E. Farley, an attorney living in Peabody at the time. In 2002, the Peabody Historical Society donated papers placed in the 1902 Century Chest by Peabody Institute Librarian Lyman P. Osborn. These included letters addressed to the Librarian of 2002, as well as some papers to demonstrate librarianship at the time he lived. In 2004, Edward O'Connor, a trustee from 1950 to 1972, donated the papers he accumulated during his terms as trustee. These include his correspondence and some trustee minutes.

Processing

The papers were reviewed and a brief sort was done in 2002. Processing began in 2005 and was completed in late 2006.

Conservation Work

All staples were removed. Most maps and plans were unfolded and placed within acid free folders and stored in map boxes. Papers were filed in acid-free folders and organized in document boxes. Fragile volumes had boxes created for them and any pages or documents viewed as particularly acidic had acid-free tissue placed between them. Photographs were stored in melinex envelopes and filed in photograph boxes. Prints were filed in folders or matted and placed in oversized storage boxes. Some surface cleaning was done and tears were mended.

Restrictions

The papers are the property of the Peabody Institute Library and all copyrights belong to the library. Access is only in the Sutton Room and all research is supervised.

Scope and Content Note

The Peabody Institute Library was begun with the June 16, 1852 donation from George Peabody.

George Peabody was born in South Danvers in 1795 and had sailed for London in 1837 to expand his import/export business. By 1843, Peabody became an investment banker. As he rose in prominence, and especially in the year 1851, he began to consider making a gift to his home town of South Danvers.

On January 5, 1852, the Danvers Mechanic Institute named George Peabody an honorary member. This subscription based institute, located in South Danvers, was both a library and a lyceum. Though the committee appointed to inform Peabody of this honor waited until June 17, 1852—*after* the town had been informed of the donation from George Peabody—it is possible his awareness of this institution influenced Peabody in deciding the type of institution he wished to create.

Later that spring, the Danvers Centennial Committee issued an invitation to George Peabody, asking him to join the citizens in the celebration of the 100th anniversary of Danvers' separation from Salem. His response, sent on May 26, 1852, announced his intention to donate \$20,000 for the creation of the Peabody Institute. Though similar to the Danvers Mechanic Institute in that it would be both a library and a lyceum, the Peabody Institute would be open to everyone, free of charge. By the time of his death in 1869, George Peabody would have donated over \$217,000 just to the Peabody Institute.

The architect chosen for the Peabody Institute was Richard Bond (1797-1861), a well known New England architect. Franklin Merrill of Danvers and Russell & White of Salem were the contractors hired to build the library. The Peabody Institute opened on October 18, 1854.

Fitch Poole had been chosen as the first Librarian on January 3, 1854. His participation in founding the Danvers Mechanic Institute in 1841 and his work with it until it closed in 1855 made him a natural choice. He was instrumental in selecting many of the original books for the library, as well as organizing it. He resigned just before the library's opening on September 27, 1854. Eugene B. Hinckley was then elected Librarian and he served until May, 1856. Upon his resignation, Fitch Poole once more became Librarian, continuing his work with the Peabody Institute until his death in 1873.

Poole collected and organized many of the early documents of the library. He put together some of the scrapbooks containing news accounts regarding George Peabody, as well as created the *Reception of George Peabody, of the Children of South Danvers, October 15, 1866*.

In 1866, after consulting with George Peabody, Eliza Sutton, a prominent woman in the town, donated \$20,000 to the Peabody Institute. This gift, coinciding with George Peabody's October 15, 1866 visit to South Danvers, was made to create the Eben Dale Sutton Library. It was the first reference room of the library and was named in memory of Eliza Sutton's son who died at the age of 14. During the construction of the tower, a front portico was added on to the library. Alterations were also made to the Lyceum. The architect for this work was Gridley James Fox Bryant and the contractor chosen to complete the addition and renovations was Simeon Flint.

From 1841 until the early 1850's, the Danvers Mechanic Institute hosted yearly courses of lectures. These Lyceum speakers were part of a nation wide movement which sought to educate adults in a wide variety of subjects. They included topics of the days, such as mesmerism, as well as philosophy, literature, history and culture.

Upon its opening in 1854, the Peabody Institute mirrored the DMI by beginning its own yearly courses in adult education. As with the DMI, these Lyceum topics included philosophy, literature, travel and history. Among the speakers invited to the Lyceum were Ralph Waldo Emerson, Rufus Choate, Charles Sumner, Frederick Douglass, Josiah Quincy and Oliver Wendell Holmes.

The Peabody Institute Library Papers are divided into six categories:

Trustee Papers; Danvers Mechanic Institute Papers; Library Papers; Sutton Room Papers; Danvers Centennial Committee Papers; and the George Peabody Papers.

Trustee Papers

Included with the Trustee papers are the handwritten Library and Lyceum Committee Records, started in 1852 and which were continued until 1972. These provide a monthly and sometimes weekly perspective on the creation of the Peabody Institute and its operations. The minutes record all communications between the committee and George Peabody, their work to find a suitable site for the library, committee members' efforts to purchase the proper books for the Institute, their efforts to catalog those volumes, as well as listing every person invited to speak at the Lyceum. Following these minutes are the Trustee Papers, which include the yearly and monthly minutes of their meetings. While they present a less detailed image of the library, the overview they provide allows one to follow the yearly changes within the Institute.

Danvers Mechanic Institute Papers

The Danvers Mechanic Institute Papers contain the minutes of the Institute from its conception in 1841 until its dispersal in 1855. The decision to dissolve the DMI was in response to the creation of the Peabody Institute and the realization few people would continue sponsoring a fee based library. Included with the papers are treasurer accounts, a small broadside advertising the Institute, a listing of the speakers invited to the Institute, as well as the decision to donate most of the DMI's books and belongings to the Peabody Institute.

Library Papers

Library Papers include anything collected or produced by trustees and librarians. Trustee correspondence include an 1856 letter from Henry W. Poole to the trustees regarding the possibility of George Peabody donating an organ to the library instead of a Chickering piano; an 1862 letter addressed to Dr. Andrew Nichols, receipts dealing with donations from Eliza Sutton and others; accounts and letters related to the purchase of new chairs for the Lyceum in 1886; 1890 letters from Francis H. Appleton, one regarding his resignation, the other describing the Historical Extracts he has just completed; letters between committee members; papers concerning possible alterations to and construction on the Institute and lists of trustees and committee members.

Included with the Library Papers is the correspondence of the first Librarian, Fitch Poole. Two letters sent to Poole came from a man in Newmarket, N.H. identified as Samuel

Snipes. Poole is addressed as Bill Bighton. It would seem these are related to Poole's work as a local publisher, where letters were often sent to the editor under aliases. Other letters filed with these papers are Poole's requests for people to speak at the Lyceum or for them to send photographs of themselves to be included in the scrapbooks he assembled; a letter from Robert Winthrop regarding Poole's request for a copy of his speech given during George Peabody's visit; a letter from John W. Proctor in response to Poole's request for information about his grandmother; some information about the Poole genealogy and a copy of an epitaph of Poole's grandfather, Fitch Pool, who died in 1770.

Also included with the library papers are the 1872 plans drawn by members of the Boston Athenaeum, suggesting possible ways to shelve books and catalog them. Historical Extracts of the Peabody Institute were written in 1890 by Francis H. Appleton, one of the Trustees at the time. These present a yearly accounting of the events related to the Peabody Institute. There is also a scrapbook assembled, first by Fitch Poole, and later by Trustees, of any prints and photographs of George Peabody and the early Trustees of the Peabody Institute. Postcards of the library have been filed in Postcard Box 1.

The Lyman P. Osborn letters, which were buried with the Century Chest in 1902, are also included here. In his letter, Osborn addresses the Librarian of 2002, speaking of the methods he used as Librarian, along with speculations as to what the future might bring. The Edward O'Connor Papers include his correspondence, minutes and memorabilia of his time as a trustee.

All register books recording visitors to the library, canceled bank books, meeting room policies, dedication events, programs for events held at the library, renovation plans, program and event brochures, Lyceum logs and receipts for events held in the Lyceum, newsclippings and library anniversary event papers are also included here. The 1869 register of visits includes the signatures of all the visitors who came July 16 of that year to join with George Peabody in his last tour of the library and Sutton Room. There is also a Registry for those wishing to apply for membership to the library from 1854 to 1880. Correspondence are the letters which came from any wishing to donate items or manuscripts to the library. Among the miscellaneous papers is an 1854 reference for a towns person to be allowed borrowing privileges, an envelope signed by J. Warren Upton, Librarian between 1881 and 1898, and various notes recording events. Library Ephemera include transcribed copies of Queen Victoria's letter to George Peabody, 1985 tickets from a Library ball, sketches done of the West Branch Library, old exhibit labels for the George Peabody exhibit case, bookmarks and book cards. Also here is the photograph album of the Dedication of the New Wing of the Library on October 29, 1978.

All plans for proposed and actual renovations to the library and the Wallis House once owned by the library are filed in oversize boxes 1 and 2. Also found in oversize box 1 is a broadside advertising the opening of the Library on October 18, 1854.

Photographs of the library in 1953, 1968 and before, during and after the 1977-78 addition are filed in Photograph Boxes 1, 2 and 4.

Sutton Room Papers

The Sutton Room Papers contain any correspondence between Eliza Sutton and the Trustees, all receipts, plans and letters between the architect Gridley James Fox Bryant and the contractor selected for the construction, Simeon Flint. They also include correspondence between Ezra Abbott, assistant librarian at Harvard University, and the library trustees, as well as suggestions of likely acquisitions for the Sutton Library. Also filed here are any brochures produced through the years for the Sutton Room, accounts and reading room log and information regarding the Milton Shield donated to the library by Eliza Sutton.

Gridley James Fox Bryant's plans for the Sutton Room, as well as his sketches for changes to the Lyceum are filed in oversize boxes 1, 2 and 3. Stencils, drawings and plans for the restoration of the Sutton Room ceiling conducted in 2003 have also been included in these boxes. Also filed here are exhibit labels from Sutton Room events.

Danvers Centennial Committee Papers

Danvers Centennial Committee Papers are those accumulated by the committee organized to celebrate the 100th anniversary celebration of Danvers' separation from Salem. They include correspondence, minutes of meetings, accounts for the parade and celebration held on June 16, 1852, hand-written speeches of the participants and concluding remarks of those present which were eventually published in the *Account of the Centennial Celebration in Danvers, June 16, 1852, Together With the Proceedings of the Town in Relation to the Donation of George Peabody, Esq. of London.*

Copies of letters sent to George Peabody are included, as well as letters addressed to the committee. These came from Andrew Bigelow, Robert Rantoul, James Savage, Thomas P. Field, Perley Putnam, Charles W. Upham, John Palfrey, Lilley Eaton, Charles Sewall, Milton Braman, John Webster, Ebenezer Hunt, Philemon Putnam, James Fletcher, Judith Dodge Peabody Russell, Charles Moses Endicott, Dr. Andrew White, William C. Endicott, George G. Smith, P. R. Southwick, John Tatlock, Allen Putnam, T. M. Dix and Sarah King. The hand-written speeches were sent in response to Fitch Poole's request for copies of them for the publication of the *Centennial Celebration* book. Filed here are the hand-written speeches of Allen Putnam, Alfred A. Abbott, P. R. Southwick, Robert S. Daniel, Judge White, Amasa Walker, Charles C. Sewall, Israel W. Putnam, Samuel P. Fowler, John Webster, Ebenezer Hunt and Rev. J. W. Hanson. There are fragments of the speech given by Rev. J. B. Felt. Also filed here are the committee's concluding Remarks written for the *Account of the Centennial Celebration in Danvers.*

George Peabody Papers

The George Peabody Papers include early letters from Peabody to his sister Judith and his partner Elisha Riggs, business letters to Riggs Hitchcock & Co., correspondence between him and Fitch Poole, Robert Daniels and others regarding his donation to the Peabody Institute, his pleasure that the building was completed and one to a Mrs. Adams. One is addressed to William Edward Mayhew regarding his hopes to do something for the City of Baltimore. Those addressed to Robert S. Daniels are filed here, one regarding

Peabody's donation of Benjamin Franklin's walking stick to the Institute, another regarding his satisfaction with the report submitted to him on the condition of the Peabody Institute, his letter from Newport, Rhode Island accepting South Danvers's invitation to the celebration and parade to be held on October 11, the December 22, 1856 letter donation \$10,000 for the creation of a branch library in north Danvers and letters donating books to both the Institutes in Danvers and South Danvers. Three letters were purchased by the library at a later date from Goodspeed's of Boston. These are filed in a separate folder and are addressed to S. Wetmore, Sidney Bartlett and one to a photographer requesting a sitting. One incomplete undated letter contains his recollections of his life.

In conjunction with Peabody's visit to South Danvers in 1856, a series of sixteen prints were commissioned to record the parade. These were created for the publication *Proceedings at the Reception and Dinner in Honor of George Peabody, Esq., of London, by the Citizens of the Old Town of Danvers, October 9, 1856. To Which is Appended an Historical Sketch of the Peabody Institute, with the Exercises at the Laying of the Corner-Stone and at the Dedication.* While the unmated prints are filed with the manuscripts, sixteen prints, which were part of an exhibition, have been filed in the oversized box 4. All committee records for the Peabody's 1856 visit and Edward Everett's speech are filed here. George Peabody's address to the children on his October 15, 1866 visit to South Danvers is also to be found with these papers. Also here is the *Reception of George Peabody, of the Children of South Danvers, October 15, 1866* which was assembled and apparently hand written by Fitch Poole. An Autograph book assembled by Fitch Poole and others, mostly of letters from those accepting or declining the invitation to the Reception for George Peabody's Reception in South Danvers in 1856 is also with these papers, as well as *Mr. Peabody and His Friends*, a scrapbook of photographs and letters from those invited to join George Peabody at the Peabody Institute on July 16, 1869. Included with these is a letter and photograph of Robert E. Lee. The Autograph volume includes George Peabody's application for membership to the Peabody Institute, a telegraph from Charles Sumner declining the nomination for Massachusetts Governor and letters to trustees and librarians in the 1890's.

Two prints, either from *The Illustrated London Times* or *Harper's Illustrated*, donated by James E. Farley, of George Peabody's statue and of him in London are filed in oversize box 4. There are also menus of Peabody's London dinners; a copy of Queen Victoria's letter to him telling of her intention to present him with the miniature portrait of herself; a scrapbook assembled by Fitch Poole of any newsclippings dealing with George Peabody; a copy of *The Peabody* Scottisch, a copy of the *Illustrated London News* from July 18, 1863 describing George Peabody's Donation to the poor of London and a song by James Magruder about Peabody; Mortuary Honors for the late George Peabody in Portland, Maine; the Eulogy given at his funeral in Peabody in 1870; and the scrapbook assembled on the occasion of his death. Various clippings from *Harper's Weekly* and the *Illustrated London News* regarding the Peabody funeral are filed here. Also included here is one oversized print of George Peabody.

Any postcards of the gravesite or of George Peabody himself have been placed in Postcard Box 1. Stereoscopic views of the funeral are filed in Photograph box 1, the negatives of these images are in oversized box 5 with other views of the gravesite. Two

oversize prints of the removal of Peabody's body from England onto the Monarch is filed in oversize box 2. An uncut galley of the first few pages of publication *Proceedings at the Reception and Dinner in Honor of George Peabody, Esq., of London, by the Citizens of the Old Town of Danvers, October 9, 1856* is filed here, as well as a calligraphy card with Peabody's motto, "Education—a debt due from present to future generations." Two prints of Peabody, one as he looked in 1814 and another later in his life are filed in this box, as well. The carte-de-visite of Frederick A. Tilt, the artist responsible for the miniature portrait of Queen Victoria is filed in Photograph Box 2. Lastly, notes of the Peabody Genealogy written by Carrie Upton and Helen Murray Peabody Pennington are included here.

Prints of George Peabody's other donations—to Yale, Harvard, the Peabody Museum of Salem, the George Peabody College for Teachers in Nashville, and the Peabody Trust Homes for the Poor in London—can also be found with these papers. Also to be found here is the vellum acknowledgement from the Mayor of London for George Peabody's donation of \$150,000 pounds for housing for the poor. Annual reports of the Peabody Donation Fund, which created the College for Teachers, as well as Peabody Trust Bulletins, have been filed with these papers. Prints taken from the *Illustrated London News* of the Peabody Trust are filed here. Three prints of the London Trust, donated by James Farley, are in oversize box 4. Photographs of the Peabody Trust of London, taken between 1940 and 1960, are filed in Photograph Box 1.

Lastly, the George Peabody Papers include any and all menus, brochures and programs related to centennial celebrations of Peabody's birth. These include those held by the Library, the town of Peabody, as well as those held by the London Trust and those in Baltimore. Included here are any correspondence between Franklin Parker, the author of *George Peabody: A Biography*, and librarians, as well as letters regarding efforts for a George Peabody stamp and information on Peabody Glass. There are also correspondence and contracts exchanged with the Peabody Trust of London in 1995 for the *Prophetic Eye*, the exhibit they held for the bicentennial celebration of George Peabody's birth. Also included are the graphics and design for the exhibition, as well as photographs and a video made of the exhibition. Any newsclippings collected from the Bicentennial Celebration of Peabody's Birth are filed in oversize box 4. Lastly, all documents related to the City's efforts to have a commemorative George Peabody stamp made are also here.

Organization and Container List

Container	Contents
<i>Trustee Papers</i>	
Library Shelf	Records of the Lyceum and Library Committee, 1852-1972
Library Shelf	Record of the Trustees, 1852-1926
Library Shelf	Record of the Trustees, 1926-1969

Library Shelf	Record of the Trustees, 1969-1984
Library Shelf	Record of the Trustees, 1984-1998
Library Shelf	Record of the Trustees, 1998-2003
Library Shelf	Record of the Trustees, 2004-
Library Shelf	Peabody Institute Reports, 1853-1888
Library Shelf	Peabody Institute Reports, 1889-1908
Library Papers Box 1, Folder 1	Report of the Trustees, 1855, 1858-1861
Library Papers Box 1, Folder 2	Report of the Trustees, 1862-1866
Library Papers Box 1, Folder 3	Report of the Trustees, 1868-1873
Library Papers Box 1, Folder 4	Report of the Trustees, 1874-1879
Library Papers Box 1, Folder 5	Report of the Trustees, 1880-1886
Library Papers Box 1, Folder 6	Report of the Trustees, 1887-1893
Library Papers Box 1, Folder 7	Report of the Trustees, 1894-1900
Library Papers Box 2, Folder 1	Report of the Trustees, 1901-1907
Library Papers Box 2, Folder 2	Report of the Trustees, 1908-1910
Library Papers Box 2, Folder 3	Report of the Trustees, 1910-1914
Library Papers Box 2, Folder 4	Report of the Trustees, 1915-1921
Library Papers Box 2, Folder 5	Report of the Trustees, 1922-1924

Library Papers Box 2, Folder 6	Report of the Trustees, 1926-1927
Library Papers Box 2, Folder 7	Report of the Trustees, 1928-1931
Library Papers Box 2, Folder 8	Report of the Trustees, 1932-1933
Library Papers Box 3, Folder 1	Report of the Trustees, 1934-1935
Library Papers Box 3, Folder 2	Report of the Trustees, 1936-1938
Library Papers Box 3, Folder 3	Report of the Trustees, 1939-1940
Library Papers Box 3, Folder 4	Report of the Trustees, 1941-1942, 1945
Library Papers Box 3, Folder 5	Report of the Trustees, 1945, 1974, 1976-1978
Library Papers Box 3, Folder 6	By-Laws and Rules and Regulations for Trustees, 1953, 1970, 1996
Library Papers Box 3, Folder 7	Trustee Handbook, 1983
Library Papers Box 4, Folder 1	Reports of the Trustees, 1853-1855, 1858, 1860, 1862 (Duplicates)
Library Papers Box 4, Folder 2	Reports of the Trustees, 1863-1869 (Duplicates)
Library Papers Box 4, Folder 3	Reports of the Trustees, 1870-1875
Library Papers Box 4, Folder 4	Reports of the Trustees, 1876-1881
Library Papers Box 4, Folder 5	Reports of the Trustees, 1882-1888
Library Papers Box 4, Folder 6	Reports of the Trustees, 1889-1894

Library Papers
Box 4, Folder 7

Reports of the Trustees, 1895-1900

Library Papers
Box 4, Folder 8

Reports of the Trustees, 1901-1904

Danvers Mechanic Institute Papers

Library Shelf

Danvers Mechanic Institute Records, 1841-1855

Library Papers
Box 5, Folder 1

Danvers Mechanic Institute Papers, 1848-1855

Library Papers

Library Papers
Box 5, Folder 2

Trustee Correspondence, 1856-1868

Library Papers
Box 5, Folder 3

Trustee Correspondence, February to May, 1886

Library Papers
Box 5, Folder 4

Trustee Correspondence, June to July, 1886

Library Papers
Box 5, Folder 5

Trustee Correspondence, August, 1886

Library Papers
Box 5, Folder 6

Trustee Correspondence, 1886

Library Papers
Box 5, Folder 7

Trustee Correspondence, 1888-1895

Library Papers
Box 5, Folder 8

Trustee Correspondence, 1925, 1936

Library Papers
Box 5, Folder 9

Trustees and Committees, 1938-1998

Library Papers
Box 5, Folder 10

Letters addressed to Fitch Poole, 1852-1869

Library Papers
Box 5, Folder 11

Library Plans, 1872

Library Papers
Box 5, Folder 12

Lyman P. Osborn Papers, 1902

Library Papers Box 5, Folder 13	Library Correspondence, 1905-2004
Library Papers Box 5, Folder 14	Library Brochures, 1930, 1953, 1978
Library Papers Box 5, Folder 15	Edward O'Connor Papers, Correspondence. 1951-1967
Library Papers Box 5, Folder 16	Edward O'Connor Papers, Trustee Minutes, 1952-1968
Library Papers Box 5, Folder 17	Edward O'Connor Papers, Trustee Finances, 1943-1955
Library Papers Box 5, Folder 18	Edward O'Connor Papers, Legal Papers, 1958-1967
Library Papers Box 5, Folder 19	Edward O'Connor Papers, John Winchester Correspondence, 1966-1969
Library Papers Box 5, Folder 20	Edward O'Connor Papers, Feasibility Report on Library Expansion, 1974
Library Papers Box 5, Folder 21	Edward O'Connor Papers, Newsclippings, 1950-1968
Library Papers Box 5, Folder 22	Edward O'Connor Papers, Miscellaneous, n.d.
Library Papers Box 5, Folder 23	Edward O'Connor Papers, Honors Bestowed on George Peabody by Edward O'Connor
Library Shelf	Historical Extracts of the Peabody Institute, 1890.
Library Shelf	Founder and Trustees of the Peabody Institute
Vault	Visitors to the Peabody Institute, 1869
Library Shelf	Receipts for Lyceum events, 1877-1888
Library Shelf	Receipts for Lyceum events, 1889-1899
Library Shelf	Lyceum Engagements, 1881-1920; Reading Room Attendance, 1923.
Library Papers Box 6, Folder 1	Library Register Books, 1952-1971

Library Papers Box 6, Folder 2	Library Bank Books, 1955-1973
Library Papers Box 6, Folder 3	History of the Peabody Institute, 1966
Library Papers Box 6, Folder 4	Minimum Standards for Libraries, 1967
Library Papers Box 6, Folder 5	Library Expansion and Renovation Papers, 1974-1975
Library Papers Box 6, Folder 6	Library Renovation Papers, 1977
Library Papers Box 6, Folder 7	Dedication and Anniversary Celebrations, 1978, 1982, 2004
Library Papers Box 6, Folder 8	Library Meeting Room Policy, 1983, 1990
Library Papers Box 6, Folder 9	“A Year in Review” by Dr. Mary Ann Tricarico, 1988-1989, 1996
Library Papers Box 6, Folder 10	Library Planning, 1980, 1989.
Library Papers Box 6, Folder 11	Program Brochures, 1976, c. 1990
Library Papers Box 6, Folder 12	Library Events, 1880, 2003, 2005
Library Papers1 Box 7, Folder 1	Library Miscellaneous, 1854-1917
Library Papers Box 7, Folder 2	Library Ephemera, 1985, n.d.
Library Papers Box 7, Folder 3	Library Newsclippings, 1941-2005
Library Papers Box 7, Folder 4	Exhibit Labels for Queen Victoria portrait and George Peabody Awards
Library Papers Box 7, Folder 5	Centennial of the Peabody Institute, 1953

Library Papers Box 7, Folder 6	George Peabody Medal Awards Brochures, 2004
Library Papers Box 7, Folder 7	George Peabody Medal Awards Brochures, 2005
Library Papers Box 7, Folder 8	George Peabody Medal Awards Brochures, 2005
Library Papers Box 7, Folder 9	Staff Meeting Minutes, 1987-1994
Library Papers Box 7, Folder 10	South Branch Papers, 1977-1992
Library Shelf	Peabody Institute Library Registry for Applications. 1854-1880.
Library Shelf	Peabody Institute Catalog, 1865.
Library Shelf	Peabody Institute Library Catalog Supplement, 1865.
Library Shelf	Peabody Institute Library Catalog, 1872. (Seven copies)
Library Shelf	Catalog, Peabody Library, 1854-1878
Library Shelf	Catalog of Books Added to the Peabody Institute, January 1, 1872 to June 1, 1878. (Three copies)
Library Shelf	Finding List of the Peabody Institute Library, 1878-1888 (Four copies)
Library Shelf	Peabody Institute Library, Statistics, 1905-1920
 <i>Sutton Room Papers</i>	
Library Papers Box 8, Folder 1	Eliza Sutton Correspondence with Trustees, 1866-1869
Library Papers Box 8, Folder 2	Sutton Room Construction Papers, January-May, 1867
Library Papers Box 8, Folder 3	Sutton Room Construction Papers, August-December 1867
Library Papers Box 8, Folder 4	Sutton Room Construction Papers, 1868

Library Papers Box 8, Folder 5	Sutton Room Construction Papers, n.d.
Library Papers Box 9, Folder 1	Ezra Abbott Correspondence, 1869
Library Papers Box 9, Folder 2	Ezra Abbott Buying List, 1869
Library Papers Box 9, Folder 3	Ezra Abbott Buying List, 1869, copy
Library Papers Box 9, Folder 4	Ezra Abbott Buying List, 1869, E.P. Dutton's Prices
Library Papers Box 9, Folder 5	Ezra Abbott Buying List, 1869, W. H. Piper's Prices
Library Papers Box 9, Folder 6	J. H. Osgood Supplemental Buying List for the Sutton Room Piper and Salem Naturalist Company Prices
Library Papers Box 9, Folder 7	Draft of Regulations for the Eben Dale Sutton Library, 1869
Library Papers Box 9, Folder 8	Sutton Room Brochures, 1995
Library Papers Box 9, Folder 9	Rules and Regulations for the Peabody Institute and the Eben Dale Sutton Reference Library, n.d.
Library Papers Box 9, Folder 10	Sutton Room Accounts, 1881-1898; Reading Room Log, 1918-1922
Library Papers Box 9, Folder 11	Sutton Room Miscellaneous Papers, 1977-2002
Library Papers Box 9, Folder 12	Sutton Room Envelopes, n.d.
Library Papers Box 9, Folder 13	The Milton Shield
Library Shelf	Eben Dale Sutton Accession Catalog, 1869-1959
Library Shelf	Eben Dale Sutton Library Finding List, 1880
Library Shelf	Eben Dale Sutton Library Record, 1897-1924

Library Shelf Eben Dale Sutton Room, Statistics, 1941-1952

Library Shelf Eben Dale Sutton Room, Bills Paid, 1945-1958

Danvers Centennial Celebration Papers

Library Papers Danvers Centennial Celebration Papers, 1851-June 16, 1852
Box 10, Folder 1

Library Papers Danvers Centennial Celebration Papers, June 19-September 9, 1852
Box 10, Folder 2

Library Papers Danvers Centennial Celebration Papers, September 24-December
Box 10, Folder 3 1852

Library Papers Danvers Centennial Celebration Papers, Correspondence,
Box 10, Folder 4 1853-1854

Library Papers Danvers Centennial Celebration Papers, n.d.
Box 10, Folder 5

Library Papers Danvers Centennial Celebration Papers, Speeches, 1852
Box 10, Folder 6

Library Papers Danvers Centennial Celebration Papers, Speech fragments,
Box 10, Folder 7 1852

Library Papers Danvers Centennial Celebration Papers, Concluding Remarks
Box 10, Folder 8 from the Committee, 1852

George Peabody Papers

Library Papers George Peabody Letters, 1813-1816
Box 11, Folder 1
Vault

Library Papers George Peabody Correspondence, 1851-1857
Box 11, Folder 2
Vault

Library Papers George Peabody Correspondence, 1865-1869
Box 11, Folder 3
Vault

Library Papers George Peabody Letters, 1860, 1867, n.d.
Box 11, Folder 4
Vault

Library Papers Box 11, Folder 5 Vault	George Peabody Correspondence, n.d.
Library Papers Box 11, Folder 6 Vault	George Peabody Correspondence, Envelopes
Library Papers Box 11, Folder 7 Vault	George Peabody Correspondence, Folder and envelopes
Library Papers Box 11, Folder 8 Vault	George Peabody 1856 Committee Records, 1856 Edward Everett Speech for event, 1856 Peabody Reception, October 9, 1856, Cover for menu to event
Library Papers Box 11, Folder 9 Vault	Prints of George Peabody Parade, 1856
Library Papers Box 11, Folder 10 Vault	<i>Proceedings at the Reception and Dinner for George Peabody, October 9, 1856</i> , uncut galley from beginning of book.
Library Papers Box 11, Folder 11 Vault	George Peabody's Address to Children, October 15, 1866
Library Papers Box 11, Folder 12 Vault	Menus and Announcement Cards, Peabody London Dinners, 1851-1856
Library Papers Box 11, Folder 13 Vault	Copy of Queen Victoria's Letter to George Peabody, 1866
Library Papers Box 11, Folder 14 Vault	Mortuary Honors for George Peabody in Portland, Maine Eulogy at the Funeral of George Peabody in Peabody, Mass.
Library Papers Box 11, Folder 15 Vault	Discourse Given in King's Chapel, Boston, on George Peabody's Death, Nov. 7, 1869. By George Foote.
Library Papers Box 11, Folder 16 Vault	Services at the Funeral of George Peabody at the South Congregational Church, Feb. 8, 1870

Library Papers Box 11, Folder 17 Vault	Peabody Genealogy by Carrie Upton, 1921-1929
Library Papers Box 11, Folder 18 Vault	“Proceedings at the Reception and Dinner, George Peabody Oct. 9, 1856, uncut galley; Hand calligraphy of motto “Education-- A debt due from present to future generations,” George Peabody
Library Shelf Vault	George Peabody Newsclippings Scrapbook <i>Reception of George Peabody, of the Children of South Danvers, October 15, 1866.</i>
Vault	Autograph Scrapbook.
Vault	<i>Mr. Peabody and His Friends, July 16, 1869</i>
Library Papers Box 12, Folder 1	Peabody Donations, Prints
Library Shelf	Peabody Donation, London Reports, 1873-1882
Library Papers Box 12, Folder 2	Peabody Donation Fund, 1890-1978
Library Papers Box 12, Folder 3	Peabody Trust Reports, 1987-1988
Library Papers Box 12, Folder 4	Peabody Trust Reports, 1993-1994
Library Papers Box 12, Folder 5	Peabody Trust Reports, 1995-1996
Library Papers Box 12, Folder 6	Peabody Trust Report, 1999
Library Papers Box 12, Folder 7	Peabody Trust Report, 2000
Library Papers Box 12, Folder 8	Peabody Trust Report, 2004
Library Papers Box 12, Folder 9	Peabody Trust Report, 2005
Library Papers Box 12, Folder 10	Peabody Trust Report, 2006

Library Papers Box 12, Folder 11	Peabody Trust Report, 2006
Library Papers Box 13, Folder 1	George Peabody Centennial Celebration, Programs, 1895
Library Papers Box 13, Folder 2	George Peabody Centennial Celebration, School Programs, 1895
Library Papers Box 13, Folder 3	Centennial Celebration of George Peabody's Birth, Papers 1895
Library Papers Box 13, Folder 4	George Peabody 180 th Anniversary Celebration, 1975
Library Papers Box 13, Folder 5	Franklin Parker Papers, 1955-1994
Library Papers Box 13, Folder 6	Correspondence, 1941, 1970.
Library Papers Box 13, Folder 7	Highlights of the City of Peabody and Its Founder, George Peabody by Elizabeth Perry
Library Papers Box 13, Folder 8	"George Peabody" by David Norton, n.d.
Library Papers Box 13, Folder 9	Bicentennial Calendars of George Peabody's Birth, 1995
Library Papers Box 13, Folder 10	"Life and Times of George Peabody" by James J. Buckley
Library Papers Box 13, Folder 11	Resources used for George Peabody Anniversary Celebration, 1995
Library Papers Box 13, Folder 12	Bicentennial Correspondence, 1995
Library Papers Box 13, Folder 13	Memorabilia of George Peabody Bicentennial Event, 1995
Library Papers Box 13, Folder 14	Schedule of Events for Bicentennial Celebration of George Peabody's Birth, 1995
Library Papers Box 13, Folder 15	Franklin Parker Correspondence, 1993-1995

Library Papers Box 13, Folder 16	London Trust Bicentennial Papers, 1993-1995
Library Papers Box 13, Folder 17	George Peabody Bicentennial Celebration, Baltimore, 1995
Library Papers Box 14, Folder 1	"The Prophetic Eye," Exhibition Schedule and Design, 1995
Library Papers Box 14, Folder 2	"The Prophetic Eye," Exhibition Text and Graphics, 1995
Library Papers Box 14, Folder 3	"The Prophetic Eye, Tickets and Advertising, 1995
Library Papers Box 14	"The Prophetic Eye," Video of Exhibition, 1995
Library Papers Box 14	The Peabody Donation, 1862
Library Papers Box 14	Mr. Peabody's Gift to the Poor of London, Statement of the Trustees, 1865 (2 copies)
Library Papers Box 14	Three Letters of Mr. Peabody, Peabody Education Fund, 1867
Library Papers Box 14	The George Peabody College for Teachers, 1909
Library Papers Box 14, Folder 4	George Peabody Bicentennial Celebration, Baltimore, 1995
Library Papers Box 15, Folder 1	"Life in Victorian Times."
Library Papers Box 15, Folder 2	"Peabody, Then and Now."
Library Papers Box 15, Folder 3	"George Peabody in Time;" The Life and Times of George Peabody" by James Buckley, v. 1, no 1, 4, 7-9; "George Peabody Remembered."
Library Papers Box 15, Folder 4	George Peabody, Bicentennial of Birth, Logos.
Library Papers Box 15, Folder 5	George Peabody Commemorative Stamp, 1941, 1993.

Library Papers Box 15, Folder 6	George Peabody Commemorative Stamp and Postmark, 1995.
Library Papers Box 15, Folder 7	George Peabody Commemorative Stamp Committee Papers, 1995.
Library Papers Box 15, Folder 8	George Peabody Bicentennial newsclippings, 1995.
Library Papers Oversize Box 1	Broadside advertising the opening of the Peabody Institute October 18, 1854
Library Papers Oversize Box 1	Plans for alterations to the Peabody Institute, includes Doorway to Reading Room, Delivery Desk design, marble wainscoting in vestibule, stile of railing and design of bookcases.
Library Plans Oversize Box 1	Plan of first floor of Peabody Institute, showing alterations, William P. Clough, architect.
Library Plans Oversize Box 1	Plans and specifications of remodeling of the Peabody Institute Library. Includes instructions for carpenters and masons, as well as 14 plans on starched linen by Lord and Fuller, architects, October 28, 1890
Library Plans Oversize Box 1	A Plan of the Peabody Institute Estate, in South Danvers. By Charles A. Putnam, surveyor, Sept. 20, 1856. Plan shows Peabody Institute, along with Wallis Street house and barn.
Library Plans Oversize Box 1	Plan of the Peabody Institute Estate, Peabody, Mass. From deeds, 1918.
Library Plans Oversize Box 1	Proposed changes at the Peabody Institute, John Gray, architect. Five plans.
Library Plans Oversize Box 1	Specifications for alterations and additions to House, Wallis Street, Peabody, Mass, John M. Gray, architect.
Library Plans Oversize Box 1	Four plans of Alterations and additions to House for Peabody institute, Peabody, Mass., John M. Gray, Architect. Four blueprints. Specifications for alterations and additions to House, Wallis Street, Peabody, Mass, John M. Gray, architect.
Library Plans Oversize Box 1	Specifications for alterations and additions to House, Wallis Street, Peabody, Mass, John M. Gray, architect.
Library Plans Oversize Box 1	Peabody Institute, front drawing.

Library Plans Oversize Box 1	Plan Showing Land belonging to Peabody Institute, Dec. 1937.
Library Plans Oversize Box 1	Specification for alterations made to the Peabody Institute.
Library Plans Oversize Box 1	Plan showing framing of Gallery.
Library Plans Oversize Box 1	First floor plan of proposed changes to the Peabody Institute.
Library Plans Oversize Box 1	Plan Showing land owned by Peabody Institute, December 1937.
Library Plans Oversize Box 1	Plan contract for Lyceum Seats, 1886.
Library Plans Oversize Box 1	First floor Plans, Library
Library Plans Oversize Box 1	Reading Room Plans
Library Plans Oversize Box 1	Children's Room Plans
Library Plans Oversize Box 1	Front Elevation of Special Wood Shelving
Library Plans Oversize Box 1	Plan of Lyceum gallery, starched linen
Library Plans Oversize Box 1	Drawing of quoins, Sutton Room, 1867.
Library Plans Oversize Box 1	Center of great center panel, Sutton Room, 1867.
Library Plans Oversize Box 1	Plans of Framing of Gallery
Library Plans Oversize Box 2	Plans of renovation and addition to the Peabody Institute, 1977. (2 sets of 55 plans)
Library Plans Oversize Box 2	Existing HVAC and Proposed HVAC, Peabody Institute, Sept. 26, 2005, three plans

Library Plans Oversize Box 2	Stencils of Sutton Room Ceiling Restoration, 2003 Eleven stencils.
Library Plans Oversize Box 2	Plans of Sutton Room Ceiling Restoration, 2003.
Library Plans Oversize Box 2	Banners held by Trustees during Peabody parade, 1866. Two banners.
Library Plans Oversize Box 2	Labels from events held in Sutton Room
Library Plans Oversize Box 2	Removal of Mr. Peabody's Remains from the Railway to the H.M.S. Monarch at Portsmouth, two prints
Library Plans Oversize Box 3	Plan of profile of cornice and molding in Lyceum Hall, 1867. Drawn by Gridley James Fox Bryant, architect.
Library Plans Oversize Box 3	Canvas of colors used and flowers painted in Sutton Room Ceiling Restoration, 2003.
Library Plans Oversize Box 3	Plan of Ceiling Proposed for Sutton Room, Sept. 23, 1867
Library Plans Oversize Box 3	Second Design for Sutton Room Library Ceiling, Nov. 21, 1867
Library Plans Oversize Box 3	Working Plans for Portico for Peabody Institute, 1867
Library Plans Oversize Box 3	Profile of Corner in Hall and profile of molding 8 inches below the corner
Library Plans Oversize Box 3	Plans of woodworking design for Sutton Room, n.d.
Library Plans Oversize Box 3	Rear elevation of Library
Library Plans Oversize Box 3	Profile of finish to the front of the gallery drawn and figured full size
Library Plans Oversize Box 3	Composition Ornament, Sutton Room
Library Plans Oversize Box 3	Chamber doors and section of stile and panel, Sutton Room

Library Plans Oversize Box 3	Molding designs, Sutton Room
Library Plans Oversize Box 3	Plan of ceiling, Sutton Room
Library Plans Oversize Box 3	Gallery plan, 1867.
Library Plans Oversize Box 3	Three Stencil for Sutton Room Ceiling restoration, 2003
Library Plans Oversize Box 4	Newsclippings from George Peabody Bicentennial Celebration 1995-1996
Library Plans Oversize Box 4	<i>Illustrated London News</i> , July 18, 1863. George Peabody's Donation to the Poor of London.
Library Plans Oversize Box 4	Sixteen Matted Prints of George Peabody Parade, 1856
Library Plans Oversize Box 4	<i>The Peabody Scottisch</i> by James E. Magruder
Library Plans Oversize Box 4	Peabody Square, Islington; Peabody Square Model Dwellings, London; Peabody Square, Shadwell, London; Peabody Square, Westminster, London; Mr. Peabody Distributing the Prizes at the Working Classes Industrial Exhibition, Guildhall, 1866; The Prince of Wales unveiling the state of Mr. George Peabody in London.
Library Plans Oversize Box 4	Eminent Americans—George Peabody and Samuel B. Morse; George Peabody, print; The Late Mr. Peabody from <i>Illustrated London News</i> , Nov. 20, 1869
Library Plans Oversize Box 4	Reception of George Peabody, Esq., by the Schoolchildren of Danvers, April 13, 1867. Photograph
Library Plans Oversize Box 4	Mr. George Peabody and the Board of Trustees of the Peabody Educational Fund, April 13, 1867
Library Plans Oversize Box 4	The Peabody Institute, South Danvers, Articles and news prints.
Library Plans Oversize Box 4	Mayor of London's acknowledgement of George Peabody's Donation for the Poor.
Library Plans Oversize Box 5	Funeral of Mr. George Peabody in Westminster Abbey

Library Plans Oversize Box 5	Reception of Mr. Peabody's Remains on Board the Monarch, at Portsmouth from the Illustrated London News, December 25, 1869
Library Plans Oversize Box 5	Reception of Mr. Peabody's Remains on Board the Monarch, at Portsmouth from the Illustrated London News, December 25, 1869
Library Plans Oversize Box 5	Photograph of the H.M.S. Monarch with the body of George Peabody
Library Plans Oversize Box 5	Her Majesty's Ship "Monarch", Bearing the Remains of the Late Mr. Peabody to this Country, Jan. 15, 1870.
Library Plans Oversize Box 5	The Monarch with Mr. Peabody's Remains on Board, Leaving Portsmouth Harbor for Spithead, Dec. 25, 1869
Library Plans Oversize Box 5	The Mortuary Chapel on board the "Monarch"
Library Plans Oversize Box 5	The Peabody Funeral Fleet by Wm. E. Norton
Library Plans Oversize Box 5	The Funeral Fleet in Memory of George Peabody
Library Plans Oversize Box 5	Landing of the Remains of Mr. Peabody at Portland
Library Plans Oversize Box 5	Arrival of the "Monarch" at Portland, with the Remains of Mr. Peabody on Board
Library Plans Oversize Box 5	The Peabody Funeral--Reception of the Remains at City Hall, Portland
Library Plans Oversize Box 5	The Peabody Funeral Train
Library Plans Oversize Box 5	The Peabody Institute, Peabody, Mass.
Library Plans Oversize Box 5	Funeral of Mr. Peabody in America, Illustrated London News, March 12, 1870
Library Plans Oversize Box 5	Burial of Mr. Peabody's Remains in Harmony Grove Cemetery
Library Plans Oversize Box 5	Photograph of Peabody grave in Harmony Grove Cemetery

Library Plans Oversize Box 5	The Late George Peabody
Library Plans Oversize Box 5	Stereoscope Negatives, Peabody Funeral
Library Plans Oversize Box 5	George Peabody Funeral Scrapbook
Library Photos Photograph Box 1	Peabody Institute, 1953 2—8” x 10” pictures
Library Photos Photograph Box 1	Library, 1968 3—8” x 10” pictures
Library Photos Photograph Box 1	Groundbreaking Ceremony, 1977 2--8” x 10” pictures
Library Photos Photograph Box 1	Reference Room before construction 2—8” x 10” pictures
Library Photos Photograph Box 1	Children’s Room before construction 2—8” x 10” pictures
Library Photos Photograph Box 1	Adult Library before construction 6—8” x 10” pictures
Library Photos Photograph Box 1	Lyceum Hall before construction 6—8” x 10” pictures
Library Photos Photograph Box 1	Old Workroom before construction 3—8” x 10” pictures
Library Photos Photograph Box 1	Director’s Office before construction 1—8” x 10” picture
Library Photos Photograph Box 1	Foundation and basement before construction 2—8” x 10” pictures
Library Photos Photograph Box 1	Construction, 1977 3—8” x 10” pictures
Library Photos Photograph Box 1	Librarian Nathan Masterson 1—8” x 10” picture
Library Photos Photograph Box 1	Sutton Room Ceiling Restoration, 2002-3 16—4” x 6” pictures

Library Photos Photograph Box 1	West Branch Library 16—8" x 10" pictures
Library Photos Photograph Box 1	Queen Victoria Portrait, Negative and Print 8" x 10"
Library Photos Photograph Box 1	George Peabody, 4 Negatives, 4 Prints 8" x 10"
Library Photos Photograph Box 1	Residence of T.A. Sweetser and store of Captain Sylvester Proctor, During 1856 parade, Negative, 1—8" x 10"
Library Photos Photograph Box 1	Stereoscopic images. Peabody Lying in State; Queen Victoria Portrait; Queen Victoria Portrait draped for mourning; Peabody's portrait in Lyceum; 18 images
Library Photos Photograph Box 1	London Trust Homes 9—8" x 10" pictures
Library Photos Photograph Box 2	Library before 1977 construction, Main Floor, bathroom, old Workroom, Children's Room, Eben Dale Sutton Room, Lyceum 11—3 ½" x 4" pictures
Library Photos Photograph Box 2	Construction 31—3 ½" x 4" pictures, including Lyceum before construction.
Library Photos Photograph Box 2	Library after addition completed 6—3 ½" x 4" pictures
Library Photos Photograph Box 4	Peabody Institute, 1953. Two 8 " x 10" photos.
Library Photos Photograph Box 4	Peabody Institute, renovation and addition, 1978. Dedication ceremony. Fourteen 8" x 10" photos.
Library Photos Photograph Box 4	Library Staff Room, Work Room, Children's Room, 1968. Three 8" x 10" photos.
Library Photos Photograph Box 5	Peabody Bicentennial Celebration, Peabody Institute Library, Peabody, 1995—149 photos
Library Photos Photography Box 5	"The Prophetic Eye," Photographs of Exhibition in London, 1995—31 photos.
Library Photos Photograph Box 5	George Peabody statues, London, Baltimore—3 photos.

Library Shelf	Photograph Album of the Dedication of the New Wing of the Peabody Institute Library, October 29, 1978
Library Photos Postcard Box 1	Peabody Institute Library, 1905. Four postcards.
Library Photos Postcard Box 1	Birthplace of George Peabody, Plaque at GPH.
Library Photos Postcard Box 1	Peabody Branch, Enoch Pratt Free Library, Baltimore
Library Photos Postcard Box 1	George Peabody, 1866. Four postcards.
Library Photos Postcard Box 1	Burial Place of George Peabody, Ten postcards.