## Valley Presbyterian Church Inventory of Records

*Compiled by Tom Wilsted and Gordon Gray*

*With additions by Elizabeth Haynes*

*April, 2019*

## Volume of Records: 39 cubic feet Record Dates: 1977-2019

**Scope and Content Note**

The Records of Valley Presbyterian Church document its history and activities from the church’s founding in 1977 through the year 2019. They record both its religious, social and administrative activities. The collection is divided into three main sections: material of church- wide significance, records of the Session (the church’s governing body) and its sub-units and records of the Presbyterian Women, an autonomous unit within the church.

The collection includes a comprehensive set of publications including annual reports, church newsletters and Sunday bulletins. Records include minutes of the major boards and committees and there is comprehensive record of church buildings including building committee minutes, correspondence and building plans.

## Church History Timeline

### 1977

* September 21 – Presbytery de Santo Cristo calls Rev. Joe Hawkins as organizing pastor of the Valley Presbyterian Church
* October 23 – First worship service held in Green Valley Recreation’s East Center

### 1978

* February 5 – Valley Presbyterian Church officially chartered

### 1981

* February 1 – Groundbreaking for a new $1.2 million dollar church building
* December 20 – First worship service held in new church

### 1982

* February 7 – Dedication of new church building

### 1983

* Installation of new pipe organ

### 1988

* Church’s Tenth Anniversary celebrated

### 1991

* Charter Hall dedicated

### 1994

* Church Office addition completed

### 1998

* Church’s 20th Anniversary celebrated

### 2002

* Spiritual Life and Music Offices complete and dedicated

### 2008

* Church’s 30th Anniversary Celebrated

# Valley Presbyterian Church Pastors

## Pastors

Rev. Joe O. Hawkins, 1978-1999 Rev. John Ross, 2001-2008

Rev. Lawrence DeLong, 2009-2016

## Interim and Transitional Pastors

Rev. George Pike, 2000-2001, 2008-2009

Rev. David Dethmers, 2016-2017

Rev. Mark Medina, 2017-present

## Associate Pastors

Rev. Joseph W. Carroll, 1987-2004 Rev. John Dunham, 1999-2013 Rev. Kay Huggins, 2000-2002

Rev. Diane Christopher, 2010-present

Rev. Paul Phillips, 2014-2017

Rev. Linda Lloyd (transitional), 2017-2018

## Parish Associates

Rev. Harold Bentley, 1979-1980 Rev. George Sweet, 1980-?

Rev. Earl A. Harvey, 1984-1987 Rev. Ralph A. Strong, 1989-1998 Rev. Paul A. Doedens, 1993-1998 Rev. Fred S. Morrison, 2004-2009

# Box and Folder List

### Box 1

**Record Group I Church-Wide Records**

#### Valley Presbyterian Church Annual Reports

Folder 1 Annual Reports 1977-1982

Folder 2 Annual Reports 1983-1989

Folder 3 Annual Reports 1990-1994

Folder 4 Annual Reports 1995-1999

Folder 5 Annual Reports 2000-2004

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#### Valley Presbyterian Church Annual Reports

Folder 6 Annual Reports 2005-2007

Folder 7 Annual Reports 2009-2012

#### Membership Records

Safe Volume 1 - Index of Members – 1978-current

Safe Volume 2 - Roll of Affiliate Members – 1978-2012 Safe Volume 3 - Roll of Inactive Members – 1978-current

Register of Active Members – 1978-current Safe Volume 4 - Register of Pastors – 1978-current

Register of Ruling Elders – 1978-current Register of Deacons – 1978-current Register of Baptisms – 1978-current Register of Marriages – 1978-current Register of Deaths – 1978-current

Folder 8 Membership Transfer Certificates 1979-1987, 1989-1990, 1991-1993

Folder 9 Membership Transfer Certificates, 1993-1996

Folder 10 Membership Transfer Certificates, 1996-1997, 2003

#### Audits and Financial Statements

Folder 11 Audits and Financial Statements, 1985 Folder 12 Outside Audits, 2007 (2 copies)

#### Office Subject Files

Folder 13 Angel Tree Project – 1992-1996

Folder 14 Articles of Incorporation and Bylaws- 1989

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#### Office Subject Files (Continued)

Folder 15 Assistant Pastor – 1979-1985

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Folder 21 Carillon – 1984

Folder 22 Casa Maria lunches – 1989

Folder 23 Charter Members – 1978

Folder 24 Charity Organizations Approved by Session – 1988-1991 Folder 25 Choir Director Search Committee – n.d.

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Folder 26 Choir Events and Publicity

Folder 27 Choir Member List – 1985-1990 and Choir History 1987-2010 Folder 28 Christian Education – 1988-1990

Folder 29 Christmas Ideas – 1985-1987

Folder 30 Church Concerts – 1988-1995 Folder 31 Church Financial Letter – 1981 Folder 32 Church Membership - 1985 Folder 33 Church Officer Orientation – 1990 Folder 34 Church Organ & Plans - 1983

Folder 35 Church Policies & Procedures – 1982-1988 Folder 36 Church Publicity – 1978-1989

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#### Office Subject Files (Continued)

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Folder 41 Dedication Ceremony – 1981-1982

Folder 42 Dedication Ceremony Correspondence and Misc. Material – 1981-1982 Folder 43 Endowment Fund – 1989-1990

Folder 44 Heal the Hunger Campaign - 1988 Folder 45 Memorial Lanterns – 1985

Folder 46 Moriah Productions – 1989

Folder 47 Music Survey – 1990

Folder 48 Name Tags – Tucson Manufacturing – 1980-81 Folder 49 Organist Search Committee – 1989

Folder 50 Pastor Publicity

Folder 51 Sermon File – Joe Hawkins – 1980-1984 Folder 52 Stewardship Committee – 1982-1985

Folder 53 Support Partners/Grief – 1985-1987 Folder 54 Synod Personnel Committee – 1983 Folder 55 Torelita Presbyterian Church – 1986 Folder 56 Travel Committee – 1990

Folder 57 Up With People – 1990

Folder 58 Vacation Bible School & Joyful Noise Academy Folder 59 Valley Presbyterian Church Art Show – 1987

### Box 6

#### Office Subject Files (Continued)

Folder 60 Valley Presbyterian Church, Master Plan, 1979 Folder 61 Weir, Benjamin Talk - 1987

Folder 62 Women’s Association – 1979-1985

#### Church Directories

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Folder 64 Membership Directory (with photographs) (2) - 1985

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Folder 72 Telephone Directory – 1980?

Folder 73 Telephone Directory – 1981

Folder 74 Telephone Directory – 1982?

Folder 75 Telephone Directory – 1989, 1992

Folder 76 Telephone Directory – 1996

Folder 77 Telephone Directory – 2001

Folder 78 Telephone Directory – 2002

Folder 79 Telephone Directory (2) – 2003

Folder 80 Telephone Directory (2) – October 2004

Folder 81 Telephone Directory (2) – December 2004

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Folder89 *Church Newsletter* – 1979-1980 Folder 90 *Church Newsletter* – 1981-1982

Folder 91 *Church Newsletter* – 1983-1984

Folder 92 *Church Newsletter* – 1985-1986

Folder 93 *Valley Voice* – 1987-1988 (Title changes from *Church Newsletter* in 1987)

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Folder 95 *Valley Voice* – 1991-1992

Folder 96 *Valley Voice* – 1993-1994

Folder 97 *Valley Voice* – 1995-1996

Folder 98 *Valley Voice* - 1997-1998

Folder 99 *Valley Voice* – 1999-2000

Folder 100 *Valley Voice* – 2001-2002

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Folder 108 *Valley Voice* – 2012

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#### Church 10th Anniversary

Folder 109 Church 10th Anniversary – Guest Book

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2 – CD – Night Before Christmas, told by Florence Dinghy Sharp (related to Clement-Moore) – church member

Building Files

1 – January 16, 1964 issue Green Valley News – story about first church service in GV, nondenominational. First issue of GV News

Folder – Information flier and agenda, Spirit Reborn: Explore What’s Happening at VPC, 1/23/16

Folder – Materials relating to retirement of Rev. Joe Hawkins, Bulletin for last Sunday Rev. George Pike preached (5/13/2001), Bulletin for Memorial Service for Rev. George Sweet (12/11/1999), List of Stephen Ministers for 2000.

Folder – proofreading copy of “From Pulpit to Pew: the Writings of Fred Morrison”

Folder – Communion Server/Sanctuary Preparation Reports, 2012, 2013

1 – Information sheet about John Ross as new pastor

Folder

1 – Sermon, Joe Carroll, 11/12/2000

1 – folder materials, related to calling, installation, and farewell of Pastor Joe Dunham.

Folder – 2 CDs, 30 Years of Faith

Folder – Piano Dedication Concert, 3/26/2006 (2 copies), materials related to original hymnals, Book One of reproduction of Gifts and Memorials list

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Folder – Valley Voice – January – June, 2013 (2 copies each issue)

Folder – Valley Voice – July – December, 2013 (2 copies each issue)

Folder – Valley Voice – January – June, 2014 (2 copies each issue)

Folder – Valley Voice – July – December, 2014 (2 copies each issue)

Folder – Valley Voice – January – June, 2015 (2 copies each issue)

Folder – Valley Voice – July – December, 2015 (2 copies each issue except August)

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Folder– Play Day in 2006 (taken by Georgia Puttuck, misc gathering pictures 1 –Janet Fitch reception, June 28, 2009

2 – CD – 2-24-12

Postcard of church

Folder, pictures, Blessing of the Animals, Source, 7/22/15

Folder – Photographs Vacation Bible School 2016

Folder – Pictures of Ed Truitt’s woodworking ministry for VPC

1 – envelope of pictures

1 – CD – Office renovation pictures, sheet with thumbnail pictures, personnel information list

Loose pictures

Folder – Carnegie Hall Choir Trip – May, 2007

Folder – (all on CDs) VPC Fiesta, 5/08; The “Annual Event”, 2/13/11; Tailgate Party, 11/12/11; Misc. photos, dated 7/07

**Box 80**

Folder – Materials relating to patio sale, 1995-2000

Folder – Administration material relating to patio sale, circa 1999-2001

Folder – CDs for Patio sale 2011, 2013

**Record Group II Session**

#### Session Minutes

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**Safe Session Minutes (original) – 3 volumes – 1978-1996**

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Folder 113 Session Minutes – 1982-1984

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Folder 117 Session Minutes – 1991-1992

Folder 118 Session Minutes – 1993-1994

Folder 119 Session Minutes – 1995-1996

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Folder 122 Session Minutes – 2001 (original & scanned) Folder 123 Session Minutes – 2002 (original & scanned) Folder 124 Session Minutes – 2003 (original & scanned) Folder 125 Session Minutes – 2004 (scanned)

Folder 126 Session Minutes – 2005-2006(scanned) Folder 127 Session Minutes – 2007(scanned)

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Folder 128 Building Committee Minutes - 1979 Folder 129 Building Committee Minutes – 1981-1982

Folder 130 Building Finance Committee Minutes – 1981-1982 Folder 131 Building Furnishing Committee Minutes – 1981

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Building Committee Tape Recorded Minutes –May 4, 1981- May 18, 1982

### Box 17

Building Committee Tape Recorded Minutes – June 15, 1982

Building Finance Committee Tape Recorded Minutes – June 5, 1981- July 29, 1982 Building Furnishings Committee Tape Recorded Minutes – June 16, 1981-July 15, 1982

### Box 18

#### Building Plans

Initial Drawings – April 19, 1980

Complete Building Plan Including Plumbing & Electrical – December 8, 1980 Proposed Chapel – not built, n.d.

### Box 19

#### Building Plans (Continued)

As-Built Building Plans – Various Dates, 1981 Sanctuary Sound System - 1999

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**Building Plans (Continued)** Memorial Garden – 1985 Patio Addition - 1995

### Box 21

#### Building Plans (Continued)

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**Building Plans (Continued)**

Office Addition – 1991 & 1994

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#### Building Plans (Continued)

Fellowship Hall Addition – 1991

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#### Building Plans (Continued)

Fellowship Hall Addition – 1991

### Box 25

**Building Plans (Continued)**

Chapel and Music Addition – 2002

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#### Building Plans (Continued)

Chapel and Music Addition – 2002

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#### Building Plans (Continued)

Chapel and Music Addition – 2002

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Folder 133 Building Construction – Bond Redemption File – 1982

Folder 134 Building Construction – Building Construction Finance Statements -1980 Folder 135 Building Construction – Contract File (1) – 1981-1982

Folder 136 Building Construction – Contract File (2) – 1980-1982 Folder 137 Building Construction – Correspondence File – 1980-1983 Folder 138 Building Construction – Lien Waivers – 1981

Folder 139 Building Construction - Pledge Accounts – 1979-1981

Folder 140 Building Construction – Pledge Interest Payments – 1989-1990 Folder 141 Building Construction - Progress Status Report

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#### Building Subject Files (Continued)

Folder 142 Building Construction – Project Manual (1) – 1980-1981 Folder 143 Building Construction – Project Manual (2) – 1980-1981 Folder 144 Building Construction – Promissory Notes – 1989 Folder 145 Building Construction – Promissory Notes Redeemed

Folder 146 Building Construction – Fellowship Hall/Patio Addition – 1989-1990 Folder 147 Building Construction – Fellowship Hall/Patio Addition – KWIK Wall –

1991

Folder 148 Building Construction – Office Expansion – 1994 Folder 149 Building Construction – Property Improvements

Folder 150 Building Construction – Spiritual Life Center (1) – 2002

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#### Board of Christian Education Annual Report

Folder 156 Board of Christian Education –Annual Report – 1984

#### Board of Christian Education Subject Files

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1982

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Folder 161 Board of Christian Education – Subject File – Church School - 1980-1983 Folder 162 Board of Christian Education – Subject File – Lenten Service – 1983-1984

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Folder 169 Church Historian Subject File – Building and Finance Committee

Folder 170 Church Historian Subject File – Building and Grounds Committee Folder 171 Church Historian Subject File – Carillon

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Folder 209 Photographs – Columbarium Construction – 1985 Folder 210 Photographs – Deacons – 2006-2008

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Folder 218 Historical Photograph Album – Fall Fiesta Celebration - 1989

Folder 219 Historical Photograph Album – Glimpse of Valley Presbyterian Church – n.d.

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Folder 221 Historical Photograph Album – Peace Ribbon Project - 1985

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### Worship & Music Committee

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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**Church Worship Cassettes**

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### Other Services

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Hunger Forum, Rev. George S. Johnson – October 4, 2005 Hunger Forum, Rev. George S. Johnson – October 11, 2005 Alcohol Addiction, Dr. Gene Gitelle – February 7, 2006

Favorite Anthems, Mark Hays – February 13-14, 2006 (2 copies) “Faith is Often a Fight,” John Busman – March 26, 2006

Presbytery de Cristo Service of Worship, Rev. John Ross – April 29, 2006 “Mrs. Brown, Heroine of Hope,” Doris Steffy, May, 2006

“How the Bible Came to Be – From Tradition to Books,” Rev. Fred Morrison – November 29, 2006

Memorial Service, Eva Edwards – February 2, 2008 Memorial Service, Eugene Smith, February 18, 2009 Piano Concert, n.d.

### Box 65

**Church Worship Service CDs**

October 15, 2006-December 25, 2011

### Special Event CDs

Rev. Fred Morrison, Book Review, *The Shack*, 2006

Rev. John Ross, Presbytery de Cristo Service of Worship, April 29, 2006 Harp Fusion Concert, December 8, 2006

Church 30th Anniversary Worship Service, February 10, 2008 (2 copies)

*Thirty Years By Faith, 1978-2008* (2 copies) Memorial Service – Donald Pardun, June 4, 2008

Installation of Rev. Lawrence DeLong, March 22, 2009 New Members, April, 2010

Patio Sale, 2011

Installation of John Dunham as Synod of the Southwest Moderator, October 29, 2011 1st Presbyterian Pueblo Promotion, n.d.

Twenty Years with John Ross, n.d. Marian Hinkley, 90th Birthday, n.d.

### Box 66

#### Church Guest Book

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Folder 265 Guest Book – 1994-1998

### Board of Deacons

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**Valley Clipper Mariners (Continued)**

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Folder 297 Valley Desert Dwellers – Membership Booklet – 1992 Folder 298 Valley Desert Dwellers – Membership List – 1991-1992

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**Presbyterian Women’s Association**

**Box 71**

#### Minutes

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#### Moderator’s Book

Folder 302 Presbyterian Women’s Association – Moderator’s Book Volume A – 1978-1980 (Includes meeting minutes, reports, correspondence and financial reports)

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#### Moderator’s Book (Continued)

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(Dorothy Sturz)

Folder 306 Presbyterian Women’s Association – Moderator’s Book - 1991-1992 (Dorothy Sturz)

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#### Subject Files

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1981

Folder 311 Presbyterian Women’s Association – Subject Files – General Meeting Annual Reports 2003-2005

Folder 312 Presbyterian Women’s Association – Subject Files – Awards – 1995, 1997 Folder 313 No folder

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Folder 317 Presbyterian Women’s Association – Subject Files – Circle Minutes Northeast Circle - 1979-1980

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Folder 322 Presbyterian Women’s Association – Subject Files – Job Descriptions – 1989

Folder 323 Presbyterian Women’s Association – Subject Files – Membership Directory – 1985-1987

Folder 324 Presbyterian Women’s Association – Subject Files – Bylaws & Organizational Charts – 1981, 1988

Folder 325 Presbyterian Women’s Association – Subject Files – Procedures – Presbyterian Church USA

Folder 326 Presbyterian Women’s Association – Subject Files – Publications

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#### Subject Files (Continued)

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Folder 328 Presbyterian Women’s Association – Subject Files – Yearbooks – 1980- 1981

#### Presbyterian Women’s Association History

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Folder 331 Presbyterian Women’s Association – Historical Album – Volume 3 – 1991-1993

Folder 332 Presbyterian Women’s Association – Historical Album – Volume 4 – 1994-1997

Folder 333 Presbyterian Women’s Association – Historical Album – Volume 5 – 1998-1999

Folder 334 Patio Sale Photo Album, 2006

Folder 335 Church 30th Anniversary Photograph Album, 2008 Folder 336 Valley Presbyterian Church Birthday Calendar, n.d.

Folder 337 Valley Presbyterian Church, Drawing, James P. Reeves, n.d.- large, n.d. Folder 338 Valley Presbyterian Church, Drawing, James P. Reeves, n.d.- small (2), Folder 339 Sanctuary Window Photograph, n.d.

Current: November 6, 2013