

CLARA A. McCARTT COLLECTION
BAPT MSS #14
FINDING AID

INTRODUCTION: This collection was given by Clara A. McCartt and was accessioned as Acc. #B97-02. A three drawer filing cabinet was willed to the Baptist Archives and the contents occupying boxes 5-10 were accessioned as B07-01.

PHYSICAL DESCRIPTION: 10 BOXES & Loose Materials (11 cubic feet)

HISTORICAL / BIOGRAPHICAL SKETCH: SEE ATTACHED

INCLUSIVE DATES: 1920's-1990's

SCOPE AND CONTENT NOTES: Clara Anniss McCartt was born in Crossville, TN and then moved to Morristown where she graduated high school during the Great Depression. She served at the Tennessee Baptist Convention, the Baptist Sunday School Board, as well as the Southern Baptist Convention's Executive Committee from 1946-51. In 1959 she conducted the first conference for church secretaries ever sponsored by Southern Baptists. This became a yearly event during her years at Southern Baptist Theological Seminary where she served under Duke McCall from 1951 until her retirement in 1976. McCartt returned to Southern Seminary where she was employed as an archivist. She spent a year in Scotland at the invitation of the Baptist Foreign Mission Board, serving as an administrative specialist with the Baptist Union of Scotland. A few years later she assumed the role of secretary to the president of the Baptist World Alliance. In 1992 she returned to east Tennessee, moving to Johnson City.

During her time in Kentucky, she was active in the Louisville chapter of Professional Secretaries International and was co-founder of the Council of Women Presidents of Louisville and the WCK. Among her honors were being named Secretary of the Year by the Louisville Professional Secretaries, Plus Secretary of the Year by the Long Run Baptist Association, and Woman of Achievement by the Council of Women Presidents. In addition, Judson College in Marion, AL awarded her an honorary Doctor of Humane Letters.

SERIES DESCRIPTION:

Clippings
Correspondence
Manuscripts
Monographs
Plaques
Programs
Serials

CONTAINER LISTS:

Box 1 Files (See Attached)

Box 2 Files (See Attached)

Box 3 Files (See Attached)

Box 4 Memorabilia & Pictures

- 1) "Plus" Secretary of 1976 Long Run Baptist Association Clara McCartt Southern Seminary
- 2) Presented by the School of Religious Education of The Southern Baptist Theological Seminary to Clara A. McCartt in Grateful Recognition of Her Outstanding Contributions to the Professional Development of Church Secretaries (May 4, 1976)
- 3) Appreciation to Clara McCartt for Her Dedicated Commitment Toward the Professionalism of Church Secretaries (April 1985)
- 4) Framed stained glass logo of Southern Seminary
- 5) Trivet, Alumni Chapel, Southern Seminary
- 6) Academic hood given to Clara A. McCartt by Judson College, Marion, AL when given honorary degree of LHD, Doctor of Humane Letters
- 7) SBC Convention panoramic photo, Atlantic City, NJ (May 19-22, 1964)
- 8) Painting of Norton Hall, Southern Seminary, signed by artist Dwight Cobb (1992)

Box 5 A. Books, Manuscripts & Publications (McCartt's work)

- 1) Bulletins & Brochures Produced
- 2) Periodicals (Manuscripts Written)
- 3) Books & Book Reviews Written
- 4) Manuscripts Unpublished
- 5) Speeches & Book Reviews

B. Education & Career

Box 6 Family & Friends

Box 7 A. Memberships, Awards & Honors

B. Trips, Travel & Engagements

Box 8 Resource & Reference Material

Box 9 Resource & Reference Material

Box 10 Resource & Reference Material

Loose Materials

(Bound volume) The Tie That Binds Our Hearts (8/1951-12/56)
(Bound volume) The Tie That Binds Our Hearts (2/1957-10/61)
(Bound volumes) The Elementary Guide (1940-44)
Review and Expositor Vol. LXXII No. 1 (Winter 1975)
Review and Expositor Vol. LXXVIII No. 1 (Winter 1981)
Home Missions (May 1972)
How to Organize Your Church Office by McCartt (1962)
Passport to the World by Criswell and McCall (1951) [Signed by Duke McCall]
Broadman Comments by Haight and McCall
Bi-Centennial Holston: Tennessee's First Baptist Association and Its Affiliated Churches
1786-1985 Johnson City, TN by Toomey (1985) [*Signed by Glenn Toomey]
Broadman Hymnal (1940)
Remembering ... by Erma Monke Liles
Meet the Presidents by Porter Routh (1953)
Folk Verse An Anthology of Poetry by Scottish Baptists
Scottish Baptist Year Book (1981)
Junior Superintendent's Manual for use with the Junior Graded lessons (1945)
Findings of the Consultation on Women in Church-Related Vocations (9/20-22/78)
Thesaurus for Baptist Indexing and Baptist Information Retrieval System (1978, 3rd ed)
The Itakha, Morristown High School (1926, 1927)
Crescent Hill Baptist Church (Louisville, KY) Directory (1970's?)
Crescent Hill Baptist Church (Louisville, KY) Directory (1980's?)
Broadway Baptist Church (Louisville, KY) Directory (1979)
Central Baptist Church (Johnson City, TN) Directory (ud)
Central Baptist Church (Johnson City, TN) Directory (ud)

Videos:

1. Louisville Free Public Library TV adv. which ran Sept-Oct 1991, on behalf of Library Tax Referendum. Clara McCartt is in last segment.
2. "Rainbows" by Singing Seniors of Crescent Hill Baptist Church Louisville, KY (4/29/92)
3. A Special Service Celebrating the Life and Ministry of Duke K. McCall Broadway Baptist Church Louisville, KY (10/25/98)
4. Pine Oaks a. "Eightieth Birthday" 30 sec. spot
b. Raw Footage