Finding Aid for the Newark-Wayne Community Hospital Collection

Newark-Wayne Community Hospital

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Newark-Wayne Community Hospital Collection

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July 03, 2021

Rochester Medical Museum and Archives
1441 East Avenue
Rochester, NY, 14610
585-922-1847
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## Summary Information

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<tr>
<th><strong>Repository</strong></th>
<th>Rochester Medical Museum and Archives</th>
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<tbody>
<tr>
<td><strong>Title</strong></td>
<td>Newark-Wayne Community Hospital Collection</td>
</tr>
<tr>
<td><strong>Date [inclusive]</strong></td>
<td>1952-2012</td>
</tr>
<tr>
<td><strong>Extent</strong></td>
<td>34.0 Linear feet 79 document boxes, 3 oversize flat boxes</td>
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<tr>
<td><strong>Language</strong></td>
<td>English</td>
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</table>
Historical Note

During the first half of the 20th century, the community of Newark in Wayne County, New York was served by two small private hospitals of approximately 30 beds each: the Newark Hospital, opened in 1921 by Dr. George D. York and his son Edwin Whittier York, and the Barber Hospital in nearby Lyons. By 1945 both hospitals were owned by Dr. John Carmer.

In February 1952, the chairman of the Newark Chamber of Commerce appointed a committee to investigate the possibility of establishing a new, larger municipal hospital. The committee found a new hospital was needed and began the work of organizing and fundraising. Dr. Carmer sold his Newark Hospital in 1953 to a group of 14 doctors, who kept it operating until the new hospital was ready to open.

Ralph S. Smith served as chairman of the investigating committee and later as chairman of the fundraising foundation. Over the next several years, Smith's leadership moved the project to its completion. Newark-Wayne Community Hospital opened officially on April 4, 1957. The hospital was incorporated as a not-for-profit institution governed by a volunteer board of physicians and leading citizens, and Smith was the board's first president.

Newark-Wayne Community Hospital in 1957 consisted of 55 adult beds, four pediatric beds, and 14 in the nursery. Additionally, the hospital offered an x-ray department, complete laboratory, two general and orthopedic operating rooms, recovery room, emergency department and various departments, including Pathology, Hematology, Chemistry, Bacteriology, and the morgue.

From the 1950s through the 1990s, this small rural hospital evolved into a state-of-the-art medical facility typically found only in large urban centers.

Mrs. Helen DeLea was appointed the first Hospital Administrator, Mrs. Blanche Martyn as the Nursing Director, and Mrs. Robert Hamilton as the first Dietician. Mrs. Sophie Zeigler replaced Mrs. Martyn as Nursing Director in late 1957. In 1964, she succeeded Mrs. DeLea as Hospital Administrator and held this position for the next 20 years. Mr. Lester J. "Bud" Danehy was the next Hospital Administrator, from July 1985 until his retirement in 1997.

The hospital expanded to meet the needs of the community. It was first accredited by the Joint Commission on Accreditation of Hospitals in 1959. In July 1961 a new medical and pediatric wing was completed, increasing bed capacity to 91.

The next major addition to the hospital, the West Wing, was completed in 1973. This expansion more than doubled bed capacity to 234. Over the next decade, a medical office building and mental health unit were constructed, and internal renovations to the hospital updated programs with emphasis on clinics, ambulatory surgery, and adult health care.

The Newark-Wayne Community Hospital Foundation was founded in 1988 with the responsibility to develop gifts and bequests to carry out the health care mission of the hospital. With support from the Foundation, the Adult Day Care Program and the Mental Health Inpatient Facility began in 1990.
The early 1990s were a period of great expansion, culminating in the opening of the 160-bed residential care facility, the DeMay Living Center, in 1994.

The changing landscape of the health care industry in the 1990s prompted continual updating of procedures and technology to meet the growing demand for quality health care. Among the challenges the institution met were delivering health care and disseminating health care information to seasonal migrant laborers living in the agricultural area, attracting and retaining staff in a rural community, and solving a critical nursing shortage.

In 1998, Newark-Wayne Community Hospital merged with Myers Community Hospital under the ViaHealth System of Rochester, becoming ViaHealth of Wayne. In 2008, ViaHealth became the Rochester General Health System. In 2014, the Rochester General and Unity Health systems merged to form Rochester Regional Health.

In 2019, Newark-Wayne Community Hospital operates as a 120-bed hospital, offering services including cardiology, obstetrics and gynecology, orthopaedics, pulmonary care, and a telemedicine program. The hospital has a renovated birthing center and emergency department. Newark-Wayne is a New York State-designated Stroke Center, a NICHE (Nurses Improving Care for Health System Elders) Examplar hospital, and a recent recipient of the WHO Baby-Friendly designation. Rehabilitative and long-term care services continue to be offered by the DeMay Living Center.

*Adapted from timeline presented in exhibition text, The History of Newark-Wayne Community Hospital, Newark, New York, Rochester Medical Museum and Archives, Rochester, New York.

Additional sources:


"Newark-Wayne Community Hospital, Inc.--A Chronicle of Progress." Pamphlet, Newark-Wayne Community Hospital, 1994.


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**Administrative Information**

**Publication Information**

Rochester Medical Museum and Archives
Controlled Access Headings

Subject(s)

- Hospital mergers
- Hospitals--Administration
- Medicine--History--20th century
- New York (State)--History--1865-
Collection Inventory

<table>
<thead>
<tr>
<th>Record group 1. Institutional history, 1963-circa 2010</th>
<th>0.8 Linear feet</th>
<th>2 document boxes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Scope and Contents</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials that document the growth and expansion of NWCH, including written histories of the hospital, ephemera, and records of earlier archival projects and activities.</td>
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</table>

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<tbody>
<tr>
<td><strong>Scope and Contents</strong></td>
<td></td>
</tr>
<tr>
<td>Includes written histories of the hospital, brochures and ephemera from 1970s expansion, and press releases outlining plans for the hospital's future in the mid-1980s.</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Series 2. Archives, 1997-2001</th>
<th>4 folders</th>
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</thead>
<tbody>
<tr>
<td><strong>Scope and Contents</strong></td>
<td></td>
</tr>
<tr>
<td>Reports and correspondence documenting grant-funded archives projects, plus attendee materials for an archives conference hosted by the Baker-Cederberg Archives that featured presentations on archives projects at NWCH and Myers Community Hospital.</td>
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<tbody>
<tr>
<td><strong>Scope and Contents</strong></td>
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</tbody>
</table>
Includes informational brochures and pamphlets describing patient services and facilities (most circa 1970s-1980s), commemorative booklet for the 35th anniversary of local radio station 1420 WACK (1992), a fundraising brochure for a new emergency department (2010), and an invitation to a 50th anniversary celebration (2007).

Record group 2. Clinical, 1935-2003  2.25 Linear feet  2 document boxes, 1 oversize box

Scope and Contents
Records documenting medical staff and departmental activities at NWCH. Includes departmental reports, statistics, policies and procedures; records of medical staff committee meetings; and records of the Wayne County Medical Society.

Series 1. Medical departments, 1957-1983  5 folders

Scope and Contents
Includes reports, meeting minutes, policies and procedures.

Series 2. Medical staff meeting minutes and reports, 1958-1980  9 folders

Scope and Contents
Includes committee meeting minutes and reports, medical and dental staff directories, patient statistics. Also includes a small amount of information (photographs, news clippings) about two specific physicians, Dr. James D. Tyner and Dr. Reuben Washington, from 1976-1980.

a. Medical staff meeting minutes, miscellaneous committee meeting minutes, and reports, 1960-1963
### b. Newark Wayne Community Hospital medical and dental staff directories, 1958-1964

**Scope and Contents**

Includes meeting minutes from the general medical staff, Executive Committee, and Record Committee. Also includes reports from the Tissue Committee and reports of professional activities from the Record Committee, which contain statistics on patient treatments provided at the hospital (surgeries, deliveries, mortalities, transfusions, etc.).

### c. Physicians, 1976-1980

**Scope and Contents**

Information about two specific physicians associated with the hospital: Dr. James D. Tyner and Dr. Reuben Washington. Includes a photograph of each and some biographical information.

### d. Patient statistics, 1958-1961

**Scope and Contents**

Reporting on number of admissions, discharges, emergency room cases, deliveries, autopsies, etc.

### Series 3. Wayne County Medical Society records, 1935-2003  9 folders, 1 oversize box

**Scope and Contents**

Meeting minutes of the Wayne County Medical Society, member directories for the Wayne County and Monroe County medical societies, and miscellaneous information. These materials were transferred to the archives because they provide information about the physicians using the Newark Wayne Community Hospital facilities.
**Note**

Accession number: #012-24

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**a. Wayne County Medical Society meeting minutes, 1935-1946, 1969-1981**

**Physical Characteristics**

Typewritten minutes housed in leatherbound Hall & McChesney binders. Some material is inlaid, either loose or stapled to the pages it is associated with. One binder also has a document fastened inside the front cover.

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**b. Directories and miscellaneous information regarding Wayne County and Monroe County physicians, 1979-2003**

**Scope and Contents**

Includes one issue of the 7th District Branch Directory (1979-1980), and four issues of the Monroe County Medical Society Directory (1993, 1998, 2001, and 2003). The Monroe County directories also include listings of 7th District Branch members and Rochester Academy of Medicine members. Miscellaneous information includes one 8x10 color print of a photograph showing a group of doctors at a 1994 event (names are written on back).

**Physical Characteristics**

1993 Monroe County Medical Society directory is spiral bound and front pages are loosened. A large amount of additional information has been written onto pages or inserted using post-it notes. The notes have been left in place, due to the difficulty in indicating where information belongs if they were removed.

---

**Record group 3. [Reserved--Nursing]**
Record group 4. Non-clinical, 1951-2012 24.0 50 document boxes, 2 oversize boxes

Scope and Contents
Records of the Board of Directors, annual reports, Community Relations department, and other miscellaneous administrative records.

Series 1. Board of Directors, 1952-1994 11.0 Linear feet 26 document boxes

Historical note
The earliest records begin under the name Newark Municipal Hospital Committee, changing to Newark Community Hospital Community in May 1952. The non-profit Newark Community Hospital Foundation was incorporated in August 1952. At a meeting held February 25, 1953, the name of the corporation was changed to Newark-Wayne Community Hospital, Inc.


Scope and Contents
During the years 1952-1956, meeting minutes and reports from board committees (Executive Committee, Site Committee, Campaign Committee, Building Committee, and Professional Relations Committee) are included along with the general Board of Directors meeting minutes.

During the years 1987-1990, meetings were not scheduled in July or August. Meetings were generally held on a monthly basis in other years.

In addition to meeting minutes, supporting materials may include copies of by-laws, resolutions, reports, and correspondence, along with clerical records such as attendance lists and board member contact information.
### b. Board of Directors orientation and development materials, 1987-1990 1 folder

**Scope and Contents**

Information for board members, such as member contact information and meeting schedules.

### c. Board of Directors committees, 1953-1994 20 document boxes

**Scope and Contents**

Meeting minutes and supporting materials documenting the work of committees within the Board of Directors.

#### i. Building Committee meeting minutes, contracts, and correspondence, 1953-1957, 1971-1990 2.5 document boxes

**Historical note**

The name of the committee changed in March 1978 from Building Committee to House and Grounds Committee. In March 1979, it changed again to Building and Maintenance Committee. By 1986, they seem to have gradually gone back to using the shorter name, Building Committee.

**Scope and Contents**

Earlier records (1953-1957), during the time period when the hospital was being constructed, contain meeting minutes, but also contracts, work change orders, and correspondence with architects, contractors, and the NY Joint Hospital Survey and Planning Commission. Later records (1971-1990) are limited to meeting minutes and supporting materials.

#### ii. Executive Committee meeting minutes, 1960-1990 2.5 document boxes
### iii. Finance Committee meeting minutes and financial reports, 1959-1986
4 document boxes

**Scope and Contents**


### iv. Joint Conference Committee meeting minutes and supporting materials, 1959-1980
2 document boxes

**Scope and Contents**

No records from 1964-1968, or 1972.

### v. Long Range Planning Committee meeting minutes and supporting materials, 1965-1986
0.5 document box

**Scope and Contents**

No meeting minutes or materials from 1970-1972, or 1976-1977. In addition to meeting minutes, records also include a file of comparative statistics, 1975-1980.

### vi. Pension Advisory Committee meeting minutes and supporting documentation, 1978-1982
4 folders
| viii. Professional Committee meeting minutes and supporting documentation, 1970-1990 | 1 document box |

**Historical note**

In 1970 and 1971, the name was Professional Recommendation Committee.

| ix. Quality Assurance Committee meeting minutes and supporting materials, July 1985-1990 | 5 document boxes |

**Scope and Contents**

July 1985 was the first meeting of this committee.

No meetings were held in: February 1986, August 1986 (however meeting materials were sent out to the committee members), August 1987, December 1987, March 1990.

| x. Miscellaneous committee meeting minutes, 1962-1994 | 1 document box |

**Scope and Contents note**

supporting materials from Joint Board/Medical Staff Executive Committee meetings and a special Plan of Correction meeting, both held in 1985.

### Series 2. Annual reports, 1958-1999  0.8 Linear feet 2 document boxes, 2 oversize folders

**Scope and Contents**

Includes a mix of published and unpublished annual reporting documents. Both types of reports are present for 1969 and 1977. No reports are present for 1964-1967.


**Scope and Contents**

These typewritten documents appear to be annual reports intended for an internal audience. They contain statistics and other highlights from each department.


**Scope and Contents**

These reports appear to be intended for a wider audience, as they are printed for publication and contain less detail. Annual reports from 1995-1996 are published by the Greater Rochester Health System. Annual reports from 1997-1999 are published by ViaHealth. These reports reflect the entire health system, with Newark-Wayne Community Hospital being one affiliate.

### Series 3. Departments, 1977-2011  9.0 Linear feet 18 document boxes, 1 oversize box

**Scope and Contents**
This series contains records produced by the individual, non-clinical departments of the hospital. At present, records are only available from the Community Relations department.

### a. Community Relations Department, 1977-2012  18 document boxes

#### i. Correspondence, 1982-1984

**Scope and Contents**

Includes letters from members of the local community and other external sources and internal memos. Most correspondence is addressed to or from Vivian Buisch, Community Relations Director. Arrangement preserves the original order, which filed the correspondence chronologically as incoming letters, outgoing letters, incoming memos, and outgoing memos. Topics include outreach events (such as the hospital's participation in the Wayne County Fair), communications with the media, relationships with local businesses, and management issues for the department.

#### ii. Informational news clippings, 1977-1985

**Scope and Contents**

These clippings were collected by the Community Relations Department, presumably as a reference for current events in the healthcare field. They do not feature news about Newark Wayne Community Hospital. Topics include Medicaid/Medicare cost cutting, a nursing shortage, and the closure of Bethesda Community Hospital in Cornell, NY. A small amount of ephemera is included.

#### iii. Newsletters, 1977-1996

**Scope and Contents**
Newsletters produced by the Community Relations Department for internal audiences (employees, patients) and for the wider Wayne County community.

### The Chromosome, 1979-1982

**Scope and Contents**

Issues present in the collection are:

- **1979**: March-December
- **1980**: Four issues: March, May, July, October
- **1981**: Seven issues: January, February, April, July/August, September/October, November, December
- **1982**: Four issues: March, April, May/June, July/August

**Historical note**

The Chromosome began publication in February 1979 (the first issue is missing). It was originally a monthly publication of the Personnel Department, titled the N-W-CHromosome. By September 1979, the title had been shortened to The Chromosome, the publication schedule was bi-monthly, and it was produced by the Community Relations Department as "The Employee Publication of Newark-Wayne Community Hospital." The publication schedule varied over the years between monthly and bi-monthly; it is not clear how many issues were published each year between 1980-1982.

### Communique, December 1977-February 1986


**Historical note**

A newsletter for hospital employees. First issue was published in November 1986, with no name. A naming contest was offered in this issue, and the winning name (contributed by Marilyn Miraglia, an
R.N.) was announced in the December issue. Publication schedule was inconsistent; it varied between quarterly, bi-monthly, and monthly.

### Miscellaneous newsletters, 1988-1996

#### Scope and Contents

Titles included here are: Critical Response, The Doctor's Office, Helping Hands (a newsletter for auxiliians and volunteers), Hospital Update, Medical Staff Update (published for physicians and their office staff), and Newsbreak.

### iv. News clippings, 1952-January 2012

#### Scope and Contents

Articles clipped from local and national newsletters that document activities at the hospital as well as following national and international news on healthcare issues. The news clippings were compiled by the Community Relations staff into two separate sets of three-ring binders, described here as Scrapbooks and News Clippings.

The Scrapbook binders were labeled with numbers 2 through 18. Scrapbook 1, and 13-15 are missing. Although contents were arranged in roughly chronological order within each binder, the numbering of the binders does not reflect a strict chronological progression (for instance, news clippings from 1986 are found in both Scrapbook 6 and Scrapbook 17).

### Scrapbooks, 1952-1992

#### Processing Information

Clippings were fastened to paper pages using clear plastic tape. We copied them onto standard (not archival) office paper and discarded the originals.
In many cases, where articles had been published in several local newspapers based on a news release from the Community Relations Department, multiple clippings were found stacked on top of each other on the page. The aim appears to have been to document how many publications picked up the story, rather than to preserve the content.

Since the published stories were not always identical, we tried to separate the stacked clippings and arrange them so that each could be read before copying them. In a few cases, removing the tape has also removed ink.

Also, original clippings that were larger than standard letter size paper were often folded in order to fit into the binders. In these cases, due to limitations of our photocopier, we needed to cut and rearrange the article in order to fit onto a standard letter size page.


**Note**

Accession #N015.1

**Processing Information**


**Scope and Contents**

News releases sent out to local media. A few news releases from 2000 have photographs attached (4x6 inch color prints) with descriptive labels identifying the event and, in some cases, the people depicted.

In 2005 and 2006, the news releases were sent via email, so they contain some correspondence related to the contents. Some emails contained photo attachments, which are described but not viewable here. In
a few cases, photographs of events have been printed out in either black and white or color on standard office copier paper. Most of these emailed press releases were sent out by Janine DeCook, PR Specialist.

Note

News releases from 1997-2006 fall under accession #N015.1.


Scope and Contents

Includes pamphlets and brochures (1990s), a survey of visition policies at local hospitals (1977), public relations materials regarding affiliation between NWCH and Rochester Health Care, Inc., and materials regarding Greater Rochester Health System.

Series 4. Miscellaneous administrative records, 1961-1993  1.7 Linear feet 4 document boxes

Scope and Contents

Includes correspondence, hospital statistics, information on employee training and certification, minutes from meetings of the Management Staff, and other general information related to hospital management.

a. Correspondence with New York State Department of Health, 1978-1990

b. Joint Commission on Accreditation of Hospitals surveys, 1982, 1987

c. Management Staff Meeting minutes and supporting documentation, 1985-1993

d. Wage and benefit information, 1961-1963
e. Miscellaneous, 1961-1993

Record group 5. Foundation, 1956-2005  10.0 Linear feet 24 document boxes

Historical note
The Newark-Wayne Community Hospital Foundation was incorporated in 1988, following recommendations from a study done by Cole Associates. The study indicated that a long-term development program within the community was feasible.

On May 2, 2000, the Myers Hospital Foundation merged with the Newark-Wayne Community Hospital Foundation to form the ViaHealth of Wayne Foundation.

Scope and Contents
This record group contains materials from the Newark-Wayne Community Hospital Foundation and its successor, the ViaHealth of Wayne Foundation. Materials include Board of Directors meeting minutes, financial reports, fundraising records, records documenting the merger that created the ViaHealth of Wayne Foundation, and a small amount of ephemera and records from Foundation events.

While the Foundation was only incorporated in 1988, the Fundraising series also contains records from hospital fundraising campaigns that predate the Foundation, going back to the 1956-1959 Building Fund.

Series 1. Newark-Wayne Community Hospital Foundation, 1986-2000  3.75 Linear feet 9 document boxes

Scope and Contents
Materials created by the NWCH Board of Directors from its formation in the mid-1980s through merger with the Myers Community Hospital Foundation in 2000. Meeting minutes form the bulk of the materials.
a. Correspondence and miscellaneous documents re: formation of the Newark-Wayne Community Hospital Foundation, 1986-1989

b. Board of Directors meeting minutes, 1988-2000

Scope and Contents

Includes meeting minutes and other supporting materials, such as agendas, correspondence, and reports.

Meetings were typically held on a monthly basis, with the following exceptions:

1988: The Board was incorporated in 1988; only two formal Board meetings were held, in September and December.

1989: No meeting held in February.

1990: No meetings were held in February, July, August, or December. In addition to monthly meetings, an Annual Meeting of the Foundation members was held on June 25, 1990 and a special meeting to discuss financing for a Mental Health project was held on May 29, 1990.

1991: In addition to monthly meetings and the Annual Meeting, special meetings were held on January 29, 1991 (to elect Berenice Sewert to the Board) and in April 1991 (revision of bylaws).

1992: No meeting held in March, July, or October.

1993: No meetings were held in March, August, or October. In lieu of the August meeting, Board members were invited to attend a Beam Signing Ceremony held August 12, 1993. Financial statements sent out to Board members are filed here under August.

1994: No records for March, May, July, or August. Includes Executive Committee meeting minutes and supporting materials for meetings held in September, November, and December.

1995: No meeting was held in January. Meeting scheduled for March was cancelled.

1996: No Board meetings were held in April, July, and August. A meeting scheduled for November 1996 was cancelled. In place of the June Board meeting, the Annual Meeting of the Membership was
c. Board Actions, held June 24, 1996. Also filed here are records for meetings of the Foundation’s Executive Board held in April and August.


1998: No meeting was held in March. No records are present from July or August; records do not indicate whether meetings were held during those months. Includes records from the Executive Committee meeting held in April.

1999: No meeting was held in March.

2000: Meetings were held February through April. No meeting was held in January. On May 2, 2000, the Myers Hospital Foundation merged with the Newark-Wayne Community Hospital Foundation to form the ViaHealth of Wayne Foundation.


Scope and Contents

These records appear to extract resolutions and other actions decided by the Board. In many cases, these records will also be found in the Board of Directors meeting minutes.

d. Miscellaneous Board of Directors records, 1988-1999

Scope and Contents

Includes general informational material, such as bylaws, two Board of Directors Manuals (for the years 1996-1997 and 1998-1999), and checking account stubs.

Series 2. ViaHealth of Wayne Foundation Board of Directors meeting minutes, committee meeting minutes, and supporting materials, 2000-2005  1.7  4 document boxes

Scope and Contents
The first full meeting of the ViaHealth of Wayne Foundation Board of Directors was held in July of 2000. This series contains records of meetings that took place earlier in 2000, pre-merger, including meetings of the Joint Foundation Boards Committee (both the Newark-Wayne Community Hospital Foundation and Myers Hospital Foundation boards); meetings of the new ViaHealth of Wayne Executive Committee, Finance Committee, and Fund Development Committee; and the Annual Meeting, held June 26, 2000. Also included here is correspondence regarding recruitment of Board members for the new Foundation and the status of the new corporation (incorporation papers and by-laws).

After 2000, meetings of the full Board of Directors were typically held on a quarterly basis. According to the by-laws, most committees met on an "as-needed" basis, with the Executive Committee meeting almost every month.

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<tbody>
<tr>
<td><strong>Scope and Contents</strong></td>
<td></td>
</tr>
<tr>
<td>For these years, financial records consist of year-end statements and independent accountant/auditor's reports generated by either Cooper &amp; Lybrand, LLP or Deloitte &amp; Touche, LLP.</td>
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<tr>
<td><strong>b. Financial records, 2000-2002</strong></td>
<td></td>
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<tr>
<td><strong>Scope and Contents</strong></td>
<td></td>
</tr>
<tr>
<td>For these years, financial statements include monthly financial reports generated internally by the Foundation for each month of 2001, investment and market analysis reports provided by the Salomon Smith Barney, Inc. Consulting Group during 2000 and 2001, and a small amount of miscellaneous information.</td>
<td></td>
</tr>
<tr>
<td>The monthly financial report typically include a treasurer's report, balance statements, posting reports from checking and investment accounts, and record of gifts to the Foundation. Some reports make</td>
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reference to older separate accounts established by the Newark-Wayne Community Hospital Foundation or Myers Hospital Foundation.

**Series 4. Fundraising, 1956-1989, 1993, 2003  0.8  2 document boxes**

**Scope and Contents**
Records of fundraising campaigns organized by the Foundation, as well as earlier hospital fundraising programs that predate the Foundation's incorporation in 1988.

**a. Building Fund, 1956-1959  5 folders**

**Scope and Contents**
Planning documentation for a capital fundraising campaign and a community fundraising campaign, and a final report on the Building Fund (1959).

**b. Memorial Gifts and Memorial Fund, 1957-1989  5 folders**

**Scope and Contents**
Contents of a series of binders recording memorial gifts. One set of binders covers the years 1957-1979; records for these years provide only the names of the donors and the person being memorialized. A second binder covers the years 1970-1989; records for these years also include dates and dollar amounts of the donations.


**Series 5. Foundation events, 1992-2002  6 folders**

Scope and Contents
Miscellaneous financial records and ephemera documenting activities of the Newark-Wayne Community Hospital volunteer group.


Scope and Contents
Files generated or collected by the Foundation's Executive Director, Malcolm O'Malley. Materials include correspondence, reports, presentations, and ephemera. File names are based on the original folder labels but have been expanded for clarity or supplied based on the contents when folders were unlabeled. No original order was apparent.

Series 8. Documentation of merger between Newark-Wayne Community Hospital Foundation and Myers Hospital Foundation to form ViaHealth of Wayne Foundation, 1998-2000  0.8 Linear feet 2 document boxes

Scope and Contents
This series contains legal and administrative documents chronicling the process of merging the two hospital foundations into one non-profit corporation.

### a. Merger documents, November 1998-April 2010

**Arrangement**

Chronological

**Scope and Contents**

Contents of a binder labeled "Merger documents." Materials include copies of legal filings, such as the Memorandum of Understanding, Plan of Merger, and Certificate of Incorporation; correspondence from the law firms handling the merger; and other miscellaneous materials.

### b. Joint Foundation Boards Committee meeting minutes and correspondence, September 1998-December 1999

**Scope and Contents**

Materials generated by the Joint Foundation Boards Committee, which met during the merger process and included the Boards of both organizations.

### Series 9. Miscellaneous Foundation records, 1994-2005  4 folders

**Scope and Contents**

Includes Foundation pamphlets and brochures, a news release re: the merger of the NWCH and Myers Foundations, and scripts for slide presentations describing NWCH facilities and services (1995).