

**Frederick Law Olmsted National Historic Site
Olmsted Archives
Administrative Records
Personnel Records**

Scope and Content:

<i>Sub-series:</i>	Office Diaries, 1895-1974
<i>Accession number:</i>	FRLA-1
<i>Catalog number:</i>	FRLA 47428
<i>Collection number:</i>	2001.003/06.01
<i>Quantity:</i>	70 items; 4 linear feet
<i>Storage:</i>	8 document boxes
<i>Date Range:</i>	1895-1911; 1913-1925; 1928; 1940-1970; 1972-1974

Description:

These journals were found in two different areas of the Olmsted Office. The diaries from 1895 to 1925, 1957, and 1959 to 1962 were stored in the upper vault.¹ All the other books were located in the printing room's closet (Rm. 204a). It appears that the Olmsted Brothers' secretaries maintained the diaries. Helen Bullard signed the inside front cover of the 1923 book, and initialed the 1924 diary. The journals, which were published by The Standard Diary Company, are present in four different models: *Standard Diary*, style numbers 565 and 566; *Daily Reminder*, style number 372; and *Year Book*, style number 708.

The diaries primarily provide a record of where the members of the firm were working on any given day. If a landscape architect is not designated as being "here," a job location or client is written next to his name. The diaries also note when an employee was ill or on vacation. Over the years, several of the firm partners died; their deaths are noted under the dates they occurred. In addition, the diaries contain the following information: the start date of new employees, the names (and sometimes, purpose) of visitors to the office, and the times of firm conferences. The journals were often used as appointment calendars, with tasks written in pencil under the dates that they were to be performed. Several of the diaries have notes written in the memoranda section. In general, the earlier diaries contain the most detailed information about the activity of the firm.

¹ National Park Service, Frederick Law Olmsted National Historic Site, *Vault Inventory*, 1983.

Collection Listing:

Box 1

Folder:

1. [Diary], 1895-1896
2. Standard Diary, 1897
3. Standard Diary, 1898 and 1899²
4. Standard Diary, 1900 and 1901
5. Standard Diary, 1902 and 1903

Box 2

Folder:

1. Standard Diary, 1904 and 1905
2. Standard Diary, 1906 and 1907
3. Standard Diary, 1908 and 1909
4. Standard Diary, 1910 and 1911
5. Standard Diary, 1913 and 1914

Box 3

Folder:

1. Standard Diary, 1915 and 1916
2. Standard Diary, 1917 and 1918
3. Standard Diary, 1919 and 1920
4. Standard Diary, 1921 and 1922
5. Standard Diary, 1923 and 1924

Box 4

Folder:

1. Standard Diary, 1925 and 1928
2. Standard Diary, 1940 and 1941³
3. Standard Diary, 1942
4. Standard Diary, 1943
5. Daily Reminder, 1944
6. Daily Reminder, 1945

Box 5

Folder:

1. Daily Reminder, 1946
2. Daily Reminder, 1947
3. Daily Reminder, 1948
4. Daily Reminder, 1949
5. Daily Reminder, 1950

Box 6

Folder:

² The memoranda section contains a list of the meeting times for various park boards and notes regarding what appears to be the terms of client contracts.

³ Many of the diaries from the 1940s contain extensive notes in the “memoranda” section. The information provided includes the capital and salary percentages of the firm’s partners, instructions regarding the signatures on office correspondence, and insurance policy amounts.

1. Daily Reminder, 1951
2. Desk Calendar and Diary, 1952
3. Desk Calendar and Diary, 1953
4. Desk Calendar and Diary, 1954
5. Year Book, 1955
6. Year Book, 1956
7. Year Book, 1957
8. Year Book, 1958
9. Year Book, 1959

Box 7

Folder:

1. Year Book, 1960
2. Year Book, 1961
3. Year Book, 1962⁴
4. Year Book, 1963
5. Year Book, 1964
6. Year Book, 1965
7. [Diary], 1966
8. [Diary], 1967⁵
9. [Diary], 1968

Box 8

Folder:

1. [Diary], 1969
2. [Diary], 1970
3. [Diary], 1972
4. [Diary], 1973
5. [Diary], 1974

⁴ The addresses and telephone numbers of the firm partners are written in the last section of the diary.

⁵ Several poems, under the title "Stray Thoughts on Money," are taped inside the back cover.