

**CORONA DEL MAR CENTENNIAL FOUNDATION RECORDS**

1904 - 2005

**FINDING AID**

The Sherman Library  
614 Dahlia Avenue  
Corona del Mar, CA 92625  
(949) 673-1880

## **Administrative Information**

Extent: 6 document boxes and 9 oversize items.

Date Span: 1904-2005 (bulk: 2003-2005).

Provenance: The collection was donated to the Sherman Library by the Corona del Mar Centennial Foundation, 2005-2006.

Processed by: Jennifer L. Martinez, May 2006. Updated June & July 2006.

## **Historical Note**

Organized as a 501(a) nonprofit organization in October 2003, the Corona del Mar Centennial Foundation was created to support fundraising in order “to further the economic and social enhancement of the...community” in conjunction with the celebration of the one hundredth anniversary of the village of Corona del Mar, California, in 2004. Composed primarily of community volunteers, the Corona del Mar Centennial Foundation was governed by nine Board members and one non-voting Executive Director. Centennial initiatives and events included a gala opening reception at the Sherman Library and Gardens, the creation of a Centennial Plaza at the intersection of Coast Highway and Marguerite as part of a beautification and time capsule project, the gala black tie “Neptune’s Ball”, a weekend party at Big Corona del Mar State Beach, a historic walking tour, and the publication of *The History of Corona del Mar: Centennial Issue* by Douglas Westfall.

## **Scope and Content Note**

The collection consists of the operational records of the Corona del Mar Centennial Foundation, including correspondence, lists, financial records, order forms, flyers, invitations, photographs, and historical reference materials. Much of the collection relates to specific programmatic functions or events sponsored in 2004 by the Corona del Mar Centennial Foundation, including the creation of Centennial Plaza, Neptune’s Ball and its accompanying silent auction, student art notecards, and the weekend party at Big Corona del Mar State Beach.

## **Organization and Arrangement**

The collection is arranged into the following series:

- |      |                          |             |
|------|--------------------------|-------------|
| I.   | Organizational records   | (Box 1)     |
| II.  | Donors                   | (Boxes 1-2) |
| III. | Events and Programs      | (Boxes 2-5) |
| IV.  | Publications and history | (Box 5)     |
| V.   | Artifacts                | (Box 5)     |

Arrangement (continued)

- VI. Time capsule (Box 6)  
 VI. Oversize materials (2 folders, 1 album, 5 rolled items)

### Container List

Note: In the container list below, Corona del Mar is abbreviated as "CdM."

<u>Box</u>	<u>Folder</u>	<u>Description</u>	<u>Date(s)</u>
1	1	CdM Centennial Foundation - Articles of Organization	2003
1	2	CdM Centennial Foundation - Bylaws	2003
1	3	CdM Centennial Foundation - Directory	2003
1	4	CdM Centennial Foundation - Nonprofit status	2003-2005
1	5	CdM Centennial Foundation - Agreement for consulting and representation	2003
1	6	CdM Centennial Foundation - Envelopes and letterhead stationery	n.d.
1	7	CdM Centennial Foundation - Financial records, 2003	2003
1	8	CdM Centennial Foundation - Financial records, 2004	2004
1	9	CdM Centennial Foundation - Financial records, 2005	2005
1	10	CdM Centennial Foundation - Financial records - Invoices	2003-2004
1	11	CdM Centennial Foundation - Insurance	2004
1	12	CdM Centennial Foundation Committee - Meeting schedules	2003-2004
1	13	CdM Centennial Foundation Committee - Meeting agendas (Folder 1 of 2)	2003-2005
1	14	CdM Centennial Foundation Committee - Meeting agendas (Folder 2 of 2)	n.d.
1	15	CdM Centennial Foundation Committee - Meeting minutes	2003-2005
1	16	CdM Centennial Foundation - Correspondence	2003-2005
1	17	Honorary receptions	2004
1	18	"Vision 2004"	2003-2004
1	19	Sponsorship and Marketing Opportunities [brochure]	[2003?]
1	20	Potential corporate donors - Correspondence	2004, n.d.
1	21	Potential corporate donors - Forms	n.d.
1	22	Potential corporate donors - Lists	n.d.
1	23	Potential corporate donors - Solicitation letters	2004-2005
2	1	Donors - Lists	2004-2005, n.d.
2	2	Donors - Thank you letters (Folder 1 of 2)	2004
2	3	Donors - Thank you letters (Folder 2 of 2)	2005
2	4	Centennial gala reception	2004
2	5	Centennial gala reception - Correspondence	2004

<u>Box</u>	<u>Folder</u>	<u>Description</u>	<u>Date(s)</u>
2	6	Centennial gala reception - Notes	2004, n.d.
2	7	Centennial gala reception - Receipts	2004
2	8	Centennial gala reception - Tickets	2004
2	9	Centennial celebration	n.d.
2	10	Centennial celebration - Bookmarks	[2004]
2	11	Centennial celebration - Business plan overview	2003
2	12	Centennial celebration - Closing ceremony	[2004]
2	13	Centennial celebration - Concert	2004
2	14	Centennial celebration - Correspondence	2004
2	15	Centennial celebration - Event planning and outline	2003
2	16	Centennial celebration - Fact sheet	2003
2	17	Centennial celebration - Flyers	[2003?-2004]
2	18	Centennial celebration - Fundraising	2004
2	19	Centennial celebration - Grand opening	2004
2	20	Centennial celebration - Grand opening - Photos	[2004]
2	21	Centennial celebration - Merchant promotion sign up form	[2004]
2	22	Centennial celebration - Special events celebration outline	2003
2	23	Centennial celebration - Time capsule	2004-2005, n.d.
2	24	Centennial celebration - Timeline	2003-2004
2	25	Centennial celebration - VIP parking	[2004]
2	26	Centennial celebration - Volunteers	2003-2004, n.d.
3	1	Centennial plaza - Capital campaign honorary reception and auction	2005, n.d.
3	2	Centennial plaza - Construction	2004, n.d.
3	3	Centennial plaza - Correspondence	2005
3	4	Centennial plaza - Drawings	2004, n.d.
3	5	Centennial plaza - Financial records	2004-2005
3	6	Centennial plaza - Grand opening	[2005]
3	7	Centennial plaza - Tile campaign - Lists of orders	2005
3	8	Centennial plaza - Tile campaign - Wall	n.d.
3	9	Centennial plaza - Tile campaign & set your name in stone - Completed donor forms (sample)	2005, n.d.
3	10	Centennial plaza - Tile campaign & set your name in stone - Correspondence	2004-2005, n.d.
3	11	Centennial plaza - Tile campaign & set your name in stone - Flyers and order forms	2004-2005, n.d.
3	12	Centennial plaza - Set your name in stone - Donor names artwork	2005
3	13	Centennial plaza - Set your name in stone - Sign off forms, A-I	2005
<u>Box</u>	<u>Folder</u>	<u>Description</u>	<u>Date(s)</u>

3	14	Centennial plaza - Set your name in stone - Sign off forms, J-Y	2005
3	15	Centennial plaza - Tree, bell & bench sign off forms	2005
3	--	Centennial plaza grand opening celebration [1 CD-R]	[2004?]
3	--	Centennial plaza tile photographs [1 CD-R]	[2004?]
4	1	Neptune's Ball - Budget	2004
4	2	Neptune's Ball - Committees	2003-2004
4	3	Neptune's Ball - Correspondence	2003-2004
4	4	Neptune's Ball - Entertainment	2003-2004, n.d.
4	5	Neptune's Ball - The Four Seasons Hotel	2003-2004
4	6	Neptune's Ball - Invitations	2004
4	7	Neptune's Ball - Invitations - Responses	2004
4	8	Neptune's Ball - Guest list	2004, n.d.
4	9	Neptune's Ball - Menu	2004
4	10	Neptune's Ball - Name tags (blank)	n.d.
4	11	Neptune's Ball - Neptune's Lucky Seven (Live auction)	2004
4	12	Neptune's Ball - Notes	2003-2004, n.d.
4	13	Neptune's Ball - Reservation confirmation letters	2004
4	14	Neptune's Ball - Volunteers	2003-2004, n.d.
4	15	Neptune's Ball - Silent auction - AuctionPay, Inc.	2003-2004
4	16	Neptune's Ball - Silent auction - Correspondence and notes	2004, n.d.
4	17	Neptune's Ball - Silent auction - Forms (sample)	[2004]
4	18	Neptune's Ball - Silent auction - Lists of auction items	2004, n.d.
4	19	Neptune's Ball - Silent auction - Contribution record - Amusement	2004
4	20	Neptune's Ball - Silent auction - Contribution record - Art	2004
4	21	Neptune's Ball - Silent auction - Contribution record - Dining	2004
4	22	Neptune's Ball - Silent auction - Contribution record - Entertainment	2004
4	23	Neptune's Ball - Silent auction - Contribution record - Health and beauty	2004
4	24	Neptune's Ball - Silent auction - Contribution record - Historical photographs	2004
4	25	Neptune's Ball - Silent auction - Contribution record - Hotels and travel	2004
4	26	Neptune's Ball - Silent auction - Contribution record - Museums	2004
4	27	Neptune's Ball - Silent auction - Contribution record - Shopping	2004
4	28	Neptune's Ball - Silent auction - Contribution record - Sports	2004
<u>Box</u>	<u>Folder</u>	<u>Description</u>	<u>Date(s)</u>

4	29	Neptune's Ball - Silent auction - Contribution record - Unique opportunities	2004
4	30	Neptune's Ball - Photos	2004
5	1	Inspiration Point - Centennial proposal	2004, n.d.
5	2	Inspiration Point - The Finch Memorial	2004-2005
5	3	Southern California Plein Air Painters Association - Art show	2004
5	4	CdM historic walking tour	2004
5	5	History of CdM - Timeline	1980, 2004, n.d.
5	6	"Corona del Mar"	n.d.
5	7	Corona del Mar Residents Association - Newsletter	2000-2004
5	8	"The Corona del Mar Story" - From 1969 Corona del Mar directory [photocopy]	1969
5	9	First American Title Insurance and Trust Company. <i>Orange County...Historical Highlights</i> [pamphlet]	1967
5	10	Haapa, Peg. <i>A History of Business in Corona del Mar.</i>	2004
5	11	Hendricks, William O. "Bridging Pacific Gulch" (from Sherman Library & Gardens <i>Newsletter</i> , 1986, no. 19)	1986
5	12	Hendricks, William O. <i>Corona del Mar.</i>	n.d.
5	13	Hendricks, William O. "The Early History of Corona del Mar - Part 5" (from Sherman Library & Gardens <i>Newsletter</i> , 1980).	1980
5	14	"100 Years of Solitude." <i>Coast Magazine</i> , v. 13, issue 11 (October 2004).	2004
5	15	Smith, Joan Irvine. <i>Crystal Cove State Park: An Island in Time.</i>	n.d.
5	16	Westfall, Douglas. <i>The History of Corona del Mar: Centennial Issue.</i>	2003-2004, n.d.
5	17	Westfall, Douglas. <i>The History of Corona del Mar: Centennial Issue</i> - Page proofs (2)	n.d.
5	18	Clippings	2000, 2004
5	19	Paper golden crowns	n.d.
5	20	Student art greeting cards	[2004?]
5	--	2 plastic pink buttons: CdM Centennial Foundation Committee	[2004?]
5	--	White ceramic tile: CdM Centennial Foundation	[2004?]
5	--	CdM Centennial Foundation medallion	[2004?]
6	1	Time capsule - contents	2004
6	2	Time capsule - Centennial Foundation, activities & events (Folder 1 of 2)	2004
6	3	Time capsule - Centennial Foundation, activities & events (Folder 2 of 2)	2003-2005

Box    Folder    Description    Date(s)

6	4	Time capsule - Commerce in Corona del Mar	1930-2005,
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			n.d.
6	5	Time capsule - Early history (Folder 1 of 2)	1904-2004
6	6	Time capsule - Early history (Folder 2 of 2)	1980-2004, n.d.
6	7	Time capsule - Education	2003-2004
6	8	Time capsule - Motion pictures shot in Corona del Mar	1980-2004, n.d.
6	9	Time capsule - The Oasis Senior Center	2002, 2004
6	10	Time capsule - Post-World War II to the present	1953-2003
6	--	CdM Centennial Foundation photographs [1 CD-R]	[2005?]
6	--	Positive microfilm duplicate of time capsule contents	[2004?]
oversize		Artifact: Wooden shadow box containing sponsorship medal	2004
oversize		Oversize folder #1: Proclamations and oversize magazines	2004
oversize		Oversize folder #2: Newspapers	
oversize		Oversize volume: CdM Centennial Foundation. Education Committee album	2004
oversize		Oversize rolled items #1: City of Newport Beach. Public Works Dept. Coast Highway Channelization, Corona del Mar. C-3358. Bid Alternative 1 [architectural renderings].	2004
oversize		Oversize rolled items #2: City of Newport Beach. Public Works Dept. Coast Highway Channelization, Corona del Mar. C-3358. Bid Alternative 2 [architectural renderings].	2004
oversize		Oversize rolled items #3: CdM Centennial Foundation. Improvement Plan for Centennial Plaza [4 sheets of architectural renderings].	2004
oversize		Oversize rolled items #4: CdM Centennial Foundation. "Be a Part of History" poster [2 copies]	2004
oversize		Oversize rolled items #5: CdM Scenic 5K posters (2001, 2004 & 2005), CdM Chamber of Commerce Christmas Walk poster (2004), and Vision 2004: A Plan for Corona del Mar's Centennial poster.	2004-2005

## References

Westfall, Douglas. *The History of Corona del Mar: Centennial Issue*. Orange, CA: The Paragon Agency, 2004.

## Subjects

Corona del Mar Centennial Foundation.  
Corona del Mar (Calif.) – History – Sources.