Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. Records
A finding aid to the Records of the Oyster Bay-Glen Cove branch of the Visiting Nurse Association at the Oyster Bay Historical Society

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Finding aid encoded by Oyster Bay Historical Society, Oyster Bay, New York 2012

Collection Summary

Title: Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. Records
Span Dates: 1915-2003
ID No.: N/A
Creator: Visiting Nurse Association of Oyster Bay-Glen Cove, Inc.
Extent: 11 manuscript containers; including printed, typeset, handwritten materials and photographs; 2 oversized boxes with accounting ledgers, scrapbooks, oversized photographs, art, Proclamations and Citations; objects have been shelved.
Language: Collection material in English
Repository: Oyster Bay Historical Society, Oyster Bay, New York
Abstract: Administrative records, minutes of meetings, deeds and assignments of mortgages, correspondence, fund drives, scrapbooks, photographs, pamphlets and various printed ephemera. The collection also includes objects no longer pertinent to current medical practices.

Selected Search Terms

The following terms have been used to index the description of this collection in the Historical Society's online catalog. They are grouped by name of organization and subject and listed alphabetically therein.

Organizations
Federation of Visiting Nurse Services of Nassau and Suffolk Counties, Inc.
Glen Cove District Nurse Association
Glen Cove Visiting Nurses Association
Great Neck Visiting Nurse Association
Nassau County Public Health Nurses Association
Oyster Bay Bank
Oyster Bay Guardian Newspaper
Oyster Bay Enterprise Pilot Newspaper
Oyster Bay Visiting Nurse Association, Inc.
Visiting Home Health Services of Nassau, Inc.
Visiting Nurse Association of Oyster Bay-Glen Cove, Inc
Historical Information:
In 1914, the Glen Cove Visiting Nurses Association was born from the work already being done in Sea Cliff to help the members of the community who lived in unsanitary conditions get the medical treatment needed to avoid the spreading of communicable diseases. With the success of the Glen Cove VNA as its inspiration, civic-minded citizens of Oyster Bay realized the value of the home visiting nurse and the need in the Oyster Bay community. During this time, tuberculosis was the top cause of death in the United States, and according to the Department of Commerce, Bureau of Statistics, *Mortality Statistics 1913*, published by the GPO, deaths of all causes, exclusive of stillbirths, for children five and under totaled 252.7/1,000 or just over 25%. Forty-three nurses met on July 5th, 1916 at Town Hall in Oyster Bay and laid out the by-laws and selected temporary board members. So began the Oyster Bay Visiting Nurse Association (OBVNA). Monthly meetings began and committees were created. Annual meetings for the organization were held in the month of April.

In 1923 the offices of the OBVNA found a permanent home at the address of 193 South Street in Oyster Bay, allowing for a central location for nurses and to meet and design an efficient organization. This large home, converted to office and some residential space, had an examination room where nurses could see patients who found it more convenient to be seen in Oyster Bay. In addition to home health care, the OBVNA distributed food and basic necessities to lower income families, offered well-baby and new mother classes, and provided weekly baths for children. Fees were adjusted according to ability to pay.

In 1969 it had been decided that the Visiting Nurses Association of both Oyster Bay and Glen Cove be joined into one organization. In 1973, the Visiting Nurse Association of Oyster Bay-Glen Cove became a part of the Visiting Nurse Service of the North Shore, which in 1947 became the Visiting Home Health Services of Nassau, Incorporated, and is now the Visiting Nurse Association of Long Island. Since the merger in 1970, the offices of the Visiting Nurse Association of Oyster Bay-Glen Cove, Incorporated remained in the building on South Street until 2011.

Records of events and services provided by the VNA include (in alphabetical order):

- First Aid for Girl Scouts
- Foot Screening
- Glen Cove Day Nursery
- Golf Tournament
- Little Mothers League
- Loan Closet
- Mother’s Class
- Rummage Sales
- Student Nurse Training
- Treasures Unlimited Tea
- Well Baby Classes
- Wellness Fair
Administrative Information

Provenance:
The records of the Visiting Nurse Association of Oyster Bay-Glen Cove, Inc., were gifted to the Oyster Bay Historical Society by Anna Grace O’Slansky. After ninety-four years, the Visiting Nurses Association of Long Island closed the Oyster Bay, New York branch. For records management purposes, the last seven years of records were transferred to the home location in Mineola, New York.

Processing History:
The Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. records received in 2011, and arranged and described in 2012.

Copyright Status:
The status of copyright in the unpublished records of the Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. is governed by the Copyright Law of the United States (Title 17, U.S.C).

Access and Restrictions:
The Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. records are open to research.

Preferred Citation:
Researchers wishing to cite this collection should include the following information: Container number, Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. Records, Oyster Bay Historical Society, Oyster Bay, New York.

Scope and Content

This collection documents the activities of the Visiting Nurse Association of Oyster Bay-Glen Cove, Inc. from the years 1915 to 2003, including the years leading up to the merger of organizations in 1970. Contains Board meeting minutes, President's reports, annual reports, budgets, financial records, Treasurer's reports, accounting ledgers, various advisory committee records, fund raising, scrapbooks, newspaper clippings, photographs, Citations and Proclamations, loose ephemera. There are many gaps in the documentation. The collection also contains many objects used by the nursing and medical staff primarily during the mid 20th Century.

Arrangement of the Records

The records of the Oyster Bay Visiting Nurse association and Glen Cove Visiting Nurse Association have been kept separate (in accordance to original order) until the merger of the two in 1970. All records are arranged chronologically.
## Container List

<table>
<thead>
<tr>
<th>Description</th>
<th>Monthly Board Meeting minutes, President’s Report, Annual Report and meeting minutes, Treasurer’s Reports, Fund-Raising Campaign Reports and records of Personnel, Medical Advisory, Finance and other various committees. Many gaps of documentation throughout.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Container</strong></td>
<td>Oyster Bay Visiting Nurse Association 1916-1930, 1939-1948</td>
</tr>
<tr>
<td><strong>Box 1</strong></td>
<td></td>
</tr>
<tr>
<td>Folder 1:</td>
<td>‘Minute Book’ manuscript of meeting notes and organizational origins, July 1916-July 1925</td>
</tr>
<tr>
<td>Folder 2:</td>
<td>Records 1916-1921 with substantial gaps of documentation</td>
</tr>
<tr>
<td>Folder 3:</td>
<td>Records Feb. 1922-Nov. 1930 with substantial gaps of documentation from 1925-1930. Includes the Title Guarantee and Indenture documents for the property on South Street (December 1923)</td>
</tr>
<tr>
<td>Folder 4:</td>
<td>Annual Report and President’s Report 1939-1940, Treasurer’s Reports April 1940-Dec. 1944</td>
</tr>
<tr>
<td>Folder 5:</td>
<td>Treasurer’s Reports Jan. 1945-Oct. 1948</td>
</tr>
<tr>
<td><strong>Box 2</strong></td>
<td>Oyster Bay Visiting Nurse Association 1949-1963, 1965-1968</td>
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<tr>
<td>Folder 1:</td>
<td>Records Jan. 1949-Dec. 1950</td>
</tr>
<tr>
<td>Folder 3:</td>
<td>Records Jan. 1953-March 1956</td>
</tr>
<tr>
<td>Folder 1:</td>
<td>Glen Cove VNA histories written by unknown authors</td>
</tr>
<tr>
<td>Folder 2:</td>
<td>1931-1932 Certificate of Incorporation of the Glen Cove District Nurse Association, Inc., Certificate of Change of Name to Glen Cove VNA</td>
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<tr>
<td>Folder 3:</td>
<td>Records Jan. 1957-Dec. 1957</td>
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<tr>
<td>Folder 6:</td>
<td>Tuberculosis screening information</td>
</tr>
<tr>
<td>Folder 7:</td>
<td>Treasurer’s report and proposed budget 1965</td>
</tr>
<tr>
<td>Folder 8:</td>
<td>Records Jan. 1966-Dec. 1966</td>
</tr>
</tbody>
</table>
Folder 10: Personnel Policies, medical Policies, Treasurer and Statistical reports 1968
Folder 11: Narrative, Treasurer and Statistical reports 1969

Box 4
Folder 1: Records 1969 with many records specifically created in preparation for the merger of the Glen Cove and Oyster Bay branches of the VNA
Folder 2: Records 1970 the year the Oyster Bay and Glen Cove branches of the VNA consolidated
Folder 3: Records 1971-1973 with many months excluded
Folder 4: Records 1974-1975 with many months excluded
Folder 5: Records 1976-1977 with many months excluded

Box 5
Visiting Nurse Association of Oyster Bay and Glen Cove 1978-1992
Folder 6: Records 1991, includes Board Manual
Folder 7: Records 1992

Box 6
Visiting Nurse Association of Oyster Bay and Glen Cove 1993-2003
Folder 5: Records Jan. 2001
Folder 6: Records Jan. 2002
Folder 7: Records Jan. 2003

Box 7
Account ledgers Visiting Nurse Association of Oyster Bay and Glen Cove
Folder 1: Payroll, tax exempt forms, 1965 OBVNA
Folder 2: Receipts and disbursements, 1965 OBVNA
Folder 3: Receipts and disbursements 1983-1989
Folder 4: Receipts 1990-1999
Folder 5: Disbursements 1990-1999

Box 8
Fundraisers and donation records
Folder 1: Legacies and donations of the OBVNA, 1939-1970
Folder 2:  Fund drive reports, planning notes, and publicity for the Glen Cove VNA 1952-1955
Folder 3:  Fund drive reports, planning notes, and publicity for the Glen Cove VNA 1956
Folder 4:  Fund drive reports, planning notes, and publicity for the Glen Cove VNA 1957
Folder 5:  Fund drive reports, planning notes, and publicity for the Glen Cove VNA 1958-1962
Folder 6:  Fund drive reports, planning notes, and publicity for the Glen Cove VNA 1963
Folder 8:  Donation correspondence Visiting Nurse Association of Oyster Bay and Glen Cove 1991-1993
Folder 9:  Pamphlets, publicity Visiting Nurse Association of Oyster Bay and Glen Cove (individual organizations and merged) 1960-1974

Box 9:  Photographs, loose newspaper clippings and ephemera for the Visiting Nurse Association of Oyster Bay and Glen Cove (individual organizations and merged) 1941-1995
Folder 1:  Loose photographs of the OBVNA c. 1955
Folder 2:  Loose photographs of the Visiting Nurse Association of Oyster Bay and Glen Cove c.1990
Folder 3:  Newspaper clippings, publicity 1966-1975
Folder 3:  Newspaper clippings, publicity 1981-1991
Folder 4:  Newspaper clippings, publicity 1941-1994

Box 10:  Photographs, loose newspaper clippings and ephemera for the Visiting Nurse Association
Folder 1:  Miscellaneous ephemera
Folder 2:  Long Island Favorites Cook Book published 1935, Oyster Bay Visiting Nurse Association, Inc.
Folder 3:  Visiting Health Services of Nassau, Inc. reports, receipts and disbursements, income and expense, balance sheets, projected budget, and correspondence 1973-1976

Box 11:  Deeds, Assignment of Mortgages and Bonds
Folder 1:  Bond of Richard Snayd to Deborah Ludlam 1899
Folder 2:  Assignment of mortgage between Deborah Ludlam estate executors and Ann E. Ludlam 1901
Folder 3:  Mortgage agreement between Richard Snayd to Francis X. Moore 1907
Folder 4: Bond of Richard Snayd to Francis X. Moore with receipt of payment 1907
Folder 5: Contract of sale between Thomas O’Keefe estate executors and the Oyster Bay VNA 1923
Folder 6: Mortgage agreement between Oyster Bay VNA and Oyster Bay Bank 1923
Folder 7: Bond of Oyster Bay VNA to Oyster Bay Bank 1923
Folder 8: Oyster Bay Bank appraisal of property 1924
Folder 9: Deed between Thomas O’Keefe estate executors and the Oyster Bay VNA 1924
Folder 10: Receipts of mortgage payments to Oyster Bay Bank 1924
Folder 11: Assignment of mortgage by Oyster Bay Bank to Andrew J. Vernon 1926
Folder 12: Title search by Oscar Summers 1931
Folder 13: Assignment of mortgage by Francis X. Moore to the Oyster Bay Trust Co. 1931
Folder 14: Assignment of mortgage by Oyster Bay Trust Co. to the Oyster Bay VNA 1933
Folder 15: Affidavit of property appraisal 1970
Folder 16: Miscellaneous bank statements and receipt booklet 1973-1983
Folder 17: Copy of Deed for 16 Irving Place, Oyster Bay, NY with Title Insurance Policy 1981
Folder 18: Lease Agreement for 16 Irving Place, Oyster Bay, NY
Folder 19: Correspondence from Francis Vergata regarding 31 Pearl Street property closing
Folder 20: Envelopes that contained documents in Oyster Bay VNA safety deposit box

Oversize 1: Scrapbooks created by members of the Oyster Bay Visiting Nurses Association 1939-1950, the Glen Cove Visiting Nurses Association 1958-1969, the Visiting Nurse Association of Oyster Bay and Glen Cove 1970-1972, and the Glen Cove District Nurse Association 1915-1955. Some oversized photographs and an original drawing of the office located at 193 South Street. Proclamations and Citations from the City of Glen Cove and the Town of Oyster Bay. Blueprint map of Thomas O’Keefe estate (corner of South Street and Irving Street in Oyster Bay 1923


Objects are located in the Oyster Bay Historical Society, Koenig Research Center, second floor archives. Objects can be located by accessing database.