

Scope and Content

The records of the Black Academy of Arts and Letters (1968–1980) have been divided into three chronologically arranged series. Series I, the **Board of Directors Files** (1969–1973), contains related correspondence, agendas, and minutes of meetings, as well as the records of the three board committees.

Series II, the **Administrative Records** (1968–1980), includes materials on the founding of BAAL and those related to the day-to-day operation of the Academy. Daily correspondence, memoranda, financial papers, and mailing lists are also included.

The materials for the **Annual Meetings** (1970–1972), Series III, encompass the planning and programming of the 1970, 1971, and 1972 meetings, each of which covered two to three days of activities including workshops, cocktail parties, auctions, and awards banquets. These files also include correspondence, programs, transcripts of meetings, and financial records.