



**Catholic Information Society (Milwaukee, Wis.)
Records, 1941-2001
MC 146**

The following is the finding aid for the Catholic Information Society collection located at the Archdiocese of Milwaukee Archives. A finding aid is a catalog tool used in archives that briefly describes the material found in a collection. These records are not available digitally unless otherwise noted. [Researchers must make an appointment with an archivist to view the material.](#)

Access

Open/Unrestricted except for “Special Correspondence” (Box 1, Folder 36)

Administrative Note

The Catholic Information Society of Milwaukee was founded in 1949 as a branch of the Convert Makers of America, with Fr. Edward Morgan as its spiritual director. The Society focused on distribution of Catholic materials in racks across the Milwaukee area and at the annual State Fair. In 1956, the Society founded the Catholic Information Center in downtown Milwaukee, at which time Fr. Morgan retired. Fr. Charles J. Mehok, S.J. was assigned as spiritual director, and eventually assumed the role of executive director. Mehok conducted convert classes at the Information Center, which experienced rapid growth in the 1960s. Despite its all-volunteer staff, the center faced constant financial worries. To remedy this, the Information Center purchased the Catholic Publishing arm of Bruce Publishing in 1958 and expanded it quickly to distribute Catholic books and pamphlets throughout Wisconsin and across the country. The book and pamphlet service outgrew the physical space of the Center several times in the early 1960s, and it was sold in 1969 due to lack of space.

Following Vatican II, Mehok adjusted his educational aims to include keeping Catholics educated about their faith as well as making new converts. In 1970, the Catholic Information Society absorbed the Milwaukee chapter of the Thomist Association after the national organization disbanded. Mehok taught informational classes at parishes across the Archdiocese to increase the profile of the Center, and began donating his pay from the university classes he taught to help the Center meet its costs. The Center moved from its storefront location at 616 W. Wisconsin to an upper office at 633 W Wisconsin in 1988, and to a smaller office in the same building in 1996. The Catholic Information Center closed in 2000.

Scope and Content Note *a brief description of the types of materials in the collection.*

This collection contains the records from the Catholic Information Society of Milwaukee, WI. The records include administrative records of the Society, including correspondence, financial records, log books detailing center activities for most years from 1956 to 1997, office files, minutes of meetings from 1949 to 1998, and records from the Book and Pamphlet Service that sold in 1969. Other series included in this collection are the records of the Thomist Association of Milwaukee, teaching materials and lesson plans for center classes, and Fr. Mehok’s personal correspondence from 1945 to 1994.

Box and Folder List

This is a list of folders names within the collection. The folders have been divided into series, and arranged alphabetically within those series. “B” is an abbreviation for box and “F” is an abbreviation for folder. This list will help the researcher narrow down exactly what folder they want to look at.

Box	Folder	Folder Title
<u>Series 1: Administrative – Correspondence</u>		
B 1	F 1	Answers to Inquiry Letters, 1958-1969
B 1	F 2	Brochure Answers, 1976-1996
B 1	F 3	Christmas Letters, 1971-1997
B 1	F 4-25	Correspondence, 1956-1984
B 1	F 26	Donation Thanks Letters, 1950-1958
B 1	F 27	Evans Letters, 1961-1962
B 1	F 28	Forum Request Answers, 1955-1962
B 1	F 29	Letters to Donors, 1957-1964
B 1	F 30-31	Mailings to Members and Donors, 1954-1979
B 1	F 32	Miscellaneous Correspondence, 1951-1993
B 1	F 33	Pastor Donation Solicitations, 1963
B 1	F 34	Rice Correspondence, 1958-1965
B 1	F 35	Special Correspondence, 1956-1965 [RESTRICTED]
B 1	F 36	Witte Letters, 1963-1964
<u>Series 2: Administrative/Financial</u>		
B 1	F 37-38	Annual Receipt Reports, 1956-1990
B 1	F 39	Book Department - Parish Account Ledger, 1958-1962
B 1	F 40	DeRance Expenditures, 1977
B 1	F 41	DeRance Foundation Grant Requests, 1976-1984
B 1	F 42	Financial Reports, 1952-1991
B 1	F 43	Financial Statements, 1974-1990
B 1	F 44	Miscellaneous Financials, 1957-1972
B 1		Deposits Ledger, 1956-1957
B 1		Deposits Ledger, 1957
B 1		Cash Book, 1963-1966
B 1		Ledger, 1965-1966
<u>Series 3: Administrative/Log Books</u>		
B 2		Guest Book, n.d.
B 2		Guest Book: Aug 22, 1953 - Dec 7, 1956
B 2		Guest Book, [1964-1966]
B 2		Log Book: July 28, 1956 - Oct 3, 1956
B 2		Log Book: Oct 4, 1956 - Feb 4, 1957
B 2		Log Book: Feb 4, 1957 - June 3, 1957
B 2		Log Book: June 3, 1957 - August 30, 1957
B 2		Log Book: August 30, 1957 - Nov 16, 1957
B 2		Log Book: Nov 16, 1957 - Feb 25, 1958
B 2		Log Book: Feb 25, 1958 - Mar 27, 1958
B 2		Log Book: Mar 27, 1958 - July 7, 1958
B 2		Log Book: July 7, 1958 - Aug 13, 1958
B 2		Log Book: Aug 13, 1958 - Oct 22, 1958
B 2		Log Book: Oct 23, 1958 - Jan 16, 1959
B 2		Log Book: Jan 16, 1959 - Mar 17, 1959
B 2		Log Book: Mar 17, 1959 - June 23, 1959
B 2		Log Book: June 25, 1959 - Oct 1, 1959
B 2		Log Book: Oct 1, 1959 - Nov 6, 1959
B 2		Log Book: Nov 6, 1959 - Dec 16, 1959
B 2		Log Book: Dec 16, 1959 - Jan 6, 1960

Box	Folder	Folder Title
B 2		Log Book: Jan 6, 1960 - Feb 17, 1960
B 2		Log Book: Feb 17, 1960 - Mar 17, 1960
B 2		Log Book: Mar 17, 1960 - Aug 5, 1960
B 2		Log Book: Aug 6, 1960 - May 4, 1961
B 2		Log Book: May 4, 1961 - Oct 14, 1961
B 2		Log Book: Oct 16, 1961 - Apr 6, 1962
B 2		Log Book: Apr 6, 1962 - Sep 16, 1962
B 2		Log Book: Sep 17, 1962 - Feb 2, 1963
B 2		Log Book: Feb 4, 1963 - Oct 16, 1963
B 2		Log Book: Oct 16, 1963 - Mar 24, 1964
B 2		Log Book: Mar 25, 1964 - July 7, 1964
B 2		Log Book: July 7, 1964 - Oct 13, 1964
B 2		Log Book: Oct 14, 1964 - Feb 2, 1965
B 2		Log Book: Feb 3, 1965 - May 24, 1965
B 2		Log Book: May 25, 1965 - Dec 10, 1965
B 2		Log Book: Dec 11, 1965 - July 2, 1966
B 2		Log Book: July 5, 1966 - Feb 2, 1967
B 2		Log Book: Feb 5, 1967 - Sep 13, 1967
B 2		Log Book: Sep 13, 1967 - Apr 23, 1968
B 2		Log Book: Apr 23, 1968 - Dec 19, 1968
B 3		Log Book: Dec 19, 1968 - Sep 22, 1969
B 3		Log Book: Sep 23, 1969 - Nov 20, 1970
B 3		Log Book: Nov 20, 1973 - May 3, 1973
B 3		Log Book: May 4, 1973 - Apr 30, 1974
B 3		Log Book: May 1, 1974 - Oct 17, 1975
B 3		Log Book: Oct 20, 1975 - Oct 28, 1977
B 3	F 1	Log Book: Oct 28, 1977 - May 6, 1980
B 3		Log Book: May 7, 1980 - Feb 23, 1981
B 3	F 2	Log Book: Feb 23, 1981 - Dec 29, 1982
B 3	F 3	Log Book: Jan 3, 1984 - Mar 21, 1985
B 3		Log Book: Jan 2, 1986 - Oct 9, 1987
B 3		Log Book: Oct 12, 1987 - May 19, 1997
<u>Series 4: Administrative/Minutes</u>		
B 3	F 4	Annual Meetings, 1956-1976
B 3	F 5	Annual Meetings, 1957-1972
B 3	F 6	Executive Committee Minutes, 1966-1979
B 7		Meetings, 1949-1955
B 7	F 1	Meetings, 1949
B 3	F 7-15	Meetings, 1951-1964
B 7	F 2-5	Meetings, 1965-1970
B 3	F 16-32	Meetings, 1974-1994
<u>Series 5: Administrative/Office Files</u>		
B 4	F 1	Annual Activity Reports, 1951-1956
B 4	F 2	Articles on CIC, 1972-1992
B 4	F 3	Brochures, 1960-1965
B 4	F 4	Bus Advertising, 1963
B 4	F 5	Catholic News Radio Scripts, 1956
B 4	F 6	Center Information, 1979-2001

Box	Folder	Folder Title
B 4	F 7	Center Materials, 1991-2000
B 4	F 8	Center Renovations, 1956
B 4	F 9	Data on Catholic Information Centers, 1954
B 4	F 10	Downtown Fundraising Drive, 1955-1957
B 4	F 11	Fire Insurance Claims, 1963-1965
B 4	F 12	Floor & Architectural Plans, 1959
B 4	F 13	Floor Plans for Center, 1955
B 4	F 14	Kenosha Catholic Information Proposal, 1951
B 4	F 15	Leases, 1956-1974
B 7	F 6	Leases, 1956-1975
B 4	F 16	Mailing Lists, 1950-1998
B 4	F 17	Member Recruitment Guide, 1963
B 4	F 18	Newsletters, 1961-1964
B 4	F 19	Office - Miscellaneous, 1955-1970
B 4	F 20	Open House, 1963-1965
B 4	F 21	Photographs, 1951-1995
B 4	F 22	Pilgrimages to Burlington, 1955-1957
B 4	F 23	Presentations to Outside Organizations, 1956-1974
B 4	F 24	Publicity, 1951-1971
B 4	F 25	Receptionist Schedules and Instructions, 1958-1990
B 4	F 26-27	Retreats, 1951-1959
B 4	F 28	Scrapbook & Newspaper Clippings, 1950-1964
B 4	F 29	Society Materials, 1951-1963
B 4	F 30	Solicitation Letters, 1951-1970
B 4	F 31	State Fair Booth, 1951-1959
B 4	F 32	Statistics, 1956-1970
B 4		Records, 1951-1954
<u>Series 6: Administrative/Pamphlet Service</u>		
B 4	F 33	Billing Correspondence, 1968-1970
B 4	F 34	Correspondence with Religious Orders, 1960
B 4	F 35	Doubleday Correspondence, 1959-1960
B 4	F 36	Kneeland Correspondence, 1958
B 4	F 37	Pamphlet Rack Correspondence, 1958-1965
B 4	F 38	Pamphlet Racks, 1953-1955
B 4	F 39	Pamphlet Service - Brochures and Promotions, 1958-1961
B 4	F 40	Pamphlet Service Correspondence, 1956-1959
B 4	F 41	Pamphlet Service Correspondence, 1960-1964
B 4	F 42	Pamphlet Service Clippings and Information, 1954-1963
B 4	F 43	Pamphlet Service - Miscellaneous, 1958-1966
B 4	F 44-45	Pamphlets & Brochures, [1955]
B 4	F 46	Publishing Service Advertisements, 1959
B 4	F 47	Orders & Correspondence, 1952-1969
B 5	F 1	Retreat House Mailings, 1961
B 5	F 2	Rolfs' Correspondence, 1958-1964
B 5	F 3-4	Sales Correspondence, 1953-1963
B 5	F 5	Sales Workshop, 1961-1963
B 5	F 6	SUMA Convention Pamphlet Sales, 1963-1966
B 8		Pamphlets

Box	Folder	Folder Title
		<u>Series 7: Curriculum</u>
B 5	F 7	Ads for Center Classes, 1956-1973
B 5	F 8	Course Outlines, 1955-1968
B 5	F 9	Handwritten Lecture Notes, 1962-1963
B 5	F 10	Miscellaneous Teaching Materials, 1965-1992
B 5	F 11	Outline for Lesson #1: God and You
B 5	F 12	Outline for Lesson #2: Revelation
B 5	F 13	Outline for Lesson #3: The Old Testament
B 5	F 14	Outline for Lesson #4: Christ
B 5	F 15	Outline for Lesson #5: Grace and Sin
B 5	F 16	Outline for Lesson #6: The Church – I
B 5	F 17	Outline for Lesson #7: The Church – II
B 5	F 18	Outline for Lesson #8:
B 5	F 19	Outline for Lesson #9-10: The Eucharist
B 5	F 20	Outline for Lesson #11: Sacrament of Penance
B 5	F 21	Outline for Lesson #12: Sacrament of Matrimony
B 5	F 22	Study Clubs, 1957-1958
B 5	F 23	Teaching Outlines for Civil Rights, 1965
B 5	F 24	Teaching Outlines on the Mass, 1965-1966
B 5	F 25	Teaching Outlines for St. Leonard in Muskego, 1971
B 5	F 26	Teaching Outlines for St. William's, 1971
B 5	F 27	Teaching Outlines - Novena of Grace Seminar, n.d.
B 5	F 28	Workshop on Conversion, 1976
		<u>Series 8: Thomist Association</u>
B 5	F 29	Christian Formation Conferences, 1971-1974
B 5	F 30	Course Descriptions, 1948-1967
B 5	F 31	Finances, 1967-1970
B 5	F 32	General Committee Minutes, 1965-1967
B 5	F 33-34	Lecture Materials, 1964-1978
B 5	F 35	Lecture Notes, 1966-1969
B 5	F 36	Lectures & Meetings, 1970-1983
B 5	F 37-38	Meetings & Materials, 1967-1971
B 5	F 39	Minutes & Correspondence, 1967-1968
B 5	F 40	Photographs - Unidentified Mass, n.d.
B 5	F 41	Surveys & Results, 1967-1970
B 5	F 42	Thomist Membership Lists, 1959-1974
B 7	F 7	Thomist Association Graduates, 1941-1962
B 7	F 8	Thomist Membership Lists, 1968-1969
B 5		Thomist Society, 1973-1974
B 5		Thomist Association, 1971-1974
B 5		Thomist Association, 1975-1981
B 5		Thomist Association, 1975-1976
B 5		Cash Book, 1941-1960
B 5		Record Book, 1947-1964
B 5		Record Book, 1966-1970
B 5		Thomist Membership Cards, [?-1970]
		<u>Series 9: Rev. Charles Mehok</u>
B 6	F 1-26	Mehok Correspondence, 1945-1994

B 6	F 27	Mehok Correspondence - Retreats, 1951-1962
B 7	F 28	Mehok Correspondence with Timms, 1959-1962