

Portage Lake United Church Records MS-054

Finding aid prepared by Elizabeth Russell, revised by Rachael Bussert.



Funding for the arrangement and description of this collection was provided by the National Historical Publications and Records Commission (NHPRC).

This finding aid was produced using the Archivists' Toolkit

June 25, 2014

Describing Archives: A Content Standard

Michigan Technological University Archives and Copper Country Historical Collections

2/11/2010

1400 Townsend Drive

Houghton, Michigan, 49931

906-487-2505

copper@mtu.edu

Table of Contents

Summary Information 3

Administrative History.....4

Collection Scope and Content Summary..... 4

Arrangement.....4

Administrative Information5

Controlled Access Headings.....5

Bibliography.....6

Collection Inventory..... 7

Series I, First Congregational Church, Hancock, Michigan, Records..... 7

Series III, Portage Lake United Church, Houghton, Michigan.....16

Summary Information

Repository	Michigan Technological University Archives and Copper Country Historical Collections
Creator	Portage Lake United Church (Houghton, Mich.).
Title	Portage Lake United Church Records
Date [inclusive]	1851-1999
Extent	7.36 cubic feet 20 manuscript boxes, 1 oversize folder
Language	English
Language of Material	English
Mixed materials [Folder]	5 P
Mixed materials [Box]	1-20
Abstract	Records, 1851-1999, of the First Congregational Church of Hancock, Michigan, the First Presbyterian Church of Houghton, Michigan and the Portage Lake United Church of Houghton, Michigan. Includes minutes, financial reports, membership records, photographs, correspondence and other records.

Preferred Citation

MS-054, Portage Lake United Church Records, Michigan Technological University Archives and Copper Country Historical Collections, Houghton, Michigan.

Administrative History

Beginning approximately in 1846 Christian services had been held by members of the Portage Lake community in private home and public spaces for a twelve year period before movement began to form a United Christian Church. The church was constructed on the corner of Tescuco Street in Hancock. Although a church had been built the formation of a United Church was abandoned when the type of service could not be agreed upon by the congregation. Instead, because of the large population of Anglican Church members in Houghton, it was decided that the church would be lifted from its foundation onto scows and hauled across Portage Lake to Houghton. This church would become Trinity Episcopal Church. On September 5, 1861 a meeting was held in Hancock to form a new congregation and raise funds in the community for the church. The First Congregational Church of Hancock was formed in May of 1862 and the Principle Articles of Faith were June 4, 1862, with services in their first church building held on January 4, 1863. The First Presbyterian Church of Houghton was founded in 1903. These two churches formed the Portage Lake United Church of Houghton through a merger in 1969 and operated from the former First Presbyterian Church on Houghton's College Avenue. In 1973, this church building was demolished due to highway improvements. The United Church moved its congregation to a new church building near the campus of Michigan Technological University in 1976.

Collection Scope and Content Summary

Records of the First Congregational Church of Hancock, Michigan, the First Presbyterian Church of Houghton, Michigan and the Portage Lake United Church of Houghton, Michigan. Found in this collection are minutes, financial reports, membership records, photographs, correspondence and other records.

Arrangement

MS-054 is Arranged into three series: 1. First Congregational Church Records, 1851-1970. 2. First Presbyterian Church Records, 1902-1976. 3. Portage Lake United Church Records, 1968-1999.

Administrative Information

Publication Information

Michigan Technological University Archives and Copper Country Historical Collections 2/11/2010

Revision Description

This collection was processed as a part of the NHPRC funded Detailed Processing Project. 9/06/2012

Conditions Governing Access

Available for use in the Michigan Technological University Archives and Copper Country Historical Collections.

Conditions Governing Use

Various copying restrictions apply. Guidelines are available from Michigan Technological University Archives & Copper Country Historical Collections.

Acquisition

An initial donation of two cubic feet of records relating to the three churches represented in this collection was donated to the Michigan Technological University Archives and Copper Country Historical Collections by Jerry Macinnes on November 18, 1988. The documents contain information about the principles of each congregation, committee minutes, financial reports, membership records, photographs, and Church correspondence. Another half cubic foot of documents was donated by the Portage Lake United Church on November 21, 1995 by Portage Lake United Church consisting of the Carrilon Newsletter (1972-1977,) Newsletters (1978-1991,) and Correspondence (1982-1993.) A third donation containing two cubic feet of records was donated on on September 26, 2006 by the Portage Lake United Church. The most recent donation to the collection consisting of church service programs, newsprint, a photocopy of Sam Oliver's last sermon at Portage Lake United Church and a photograph of the new church in Houghton.

Controlled Access Headings

Corporate Name(s)

- First Congregational Church (Hancock, Mich.).
- First Presbyterian Church (Houghton, Mich.).
- Portage Lake United Church (Houghton, Mich.).

Genre(s)

- Correspondence
- Financial records
- Membership lists
- Minutes
- Photographs

Geographic Name(s)

- Hancock (Mich.)
- Houghton (Mich.)

Subject(s)

- Church membership--Michigan--Houghton
- Church records and registers--Michigan--Houghton

Bibliography

Published items that are about this collection or are based on material found in this collection.

First Congregational Church (Hancock, Mich.), and James Fisher. First Congregational Church, Hancock, Michigan: 1862-1937 Seventy-Fifth Anniversary, June Second to Sixth, Inclusive. Hancock, Mich.?: s.n, 1937.

First Congregational Church (Hancock, Mich.). 100th Anniversary of the First Congregational Church, June 3rd and 4th, 1862-1962. Hancock, Mich: First Congregational Church, 1960.

Series I, First Congregational Church, Hancock, Michigan, Records

Collection Inventory

Series I, First Congregational Church, Hancock, Michigan, Records 1851-1970

Scope and Contents

Records of the First Congregational Church in Hancock, Michigan including the Articles of Incorporation, Principles of Congregationalism, church manuals, annual business minutes, Board of Trustees Minutes, treasurer's Reports, committee Reports, Ladies Industrial Society Minutes, Martha and Mary Club Minutes, Michigan Congregational Association Minutes, and membership records.

	Box	Folder
Articles of Incorporation 1952-1963	1	1
Principles of Congregationalism Undated	1	2
Church Manuals 1893-1897; 1906, 1915	1	3
Annual Election Ballots 1892	1	4
Officers 1924-1949	1	5
Annual Business Meetings-Minutes 1916-1954	1	6
Annual Meeting Minutes 1958-1963; 1968	1	7
Annual Reports 1952-1958	1	8

Series I, First Congregational Church, Hancock, Michigan, Records

Congregational Meeting Reports 1965-1967	1	9
Congregational Meeting-Minutes 1963-1969	1	10
Board of Trustees-Meeting Minutes 1953-1956	2	1
Board of Trustees-Meeting Minutes 1957-1959	2	2
Board of Trustees-Meeting Minutes 1960-1961	2	3
Board of Trustees-Meeting Minutes 1964-1967	2	4
Board of Trustees Meeting Minutes 1958-1969	2	5
Treasurer's Reports 1953-1959	2	6
Treasurer's Reports 1960-1962	2	7
Monthly Financial Reports 1963-1965	2	8
Treasure's Reports 1966-1967	3	1
Treasurer's Reports 1968-1969	3	2
Board of Education Meeting Minutes 1953-1956	3	3
Building and Ground Committee 1963	3	4

Mary and Martha Club-Meeting Minutes

Committee Reports 1866-1870; 1888	3	5
Sunday School-Financial Records 1955-1956	3	6
Young people's Club-Financial Reports 1934-1947	3	7
Abiding Gift and Memorial Fund Committee-Minutes 1953-1963	3	8
Abiding Memorial Committee 1953-1964	3	9
Women's Fellowship-Minutes 1969-1970	3	10
Ladies Industrial Society-Meeting Minutes, Book III 1915-1924	4	1
Women's Missionary Society-Treasurer's Book 1905-1950	4	2
Mary and Martha Club-Minutes 1911-1919	4	3
Mary and Martha Club-Minutes 1920-1924	4	4
Mary and Martha Club-Meeting Minutes 1925-1930	Box 4	Folder 5
Mary and Martha Club Minutes 1932-1942	4	6
Layman's Fellowship-Minutes 1954-1955	5	1
American Home Mission Society-Proceedings 1893	5	2

Mary and Martha Club-Meeting Minutes

Michigan Home Missionary Society-Treasurer's Report 1911	5	3
Missionary Society-Account Book 1948-1950	5	4
Michigan Congregational Association-Minutes 1892, 1895	5	6
Michigan Congregational Association-Minutes 1896, 1898	5	7
Michigan Congregational Association Minutes 1899, 1902	5	8
Michigan Congregational Association-Minutes 1903, 1904	5	9
Michigan Congregational Association-Minutes 1905, 1906	5	10
Michigan Congregational Association-Minutes 1907-1908	6	1
Michigan Congregational Association-Minutes 1909-1910	6	2
Michigan Congregational Conference-Minutes 1926-1928	6	3
United Church of Christ-Yearbook Reports 1963-1968	6	4
Church Reports 1892	6	5
Church Reports 1897	6	6
Church Reports 1890-1899	6	7

Church Reports

Church Reports 1912	6	8
Church Reports 1962	Box	Folder
	6	9
Church Reports Misc. (1 of 3) 1887-1903	6	10
Church Reports Misc. (2 of 3) 1882-1905	6	11
Church Reports Misc. (3 of 3) 1882-1905	7	1
Reports and Communications 1898	7	2
Secretary's Files 1962-1968	7	3
Correspondence and Clerk Report 1891; 1903-1905	7	4
Church Register and Record 1905-1924	7	5
Church Register and Record 1925-1967	7	6
Membership List Undated	7	7
Admission Requests 1851; 1883-1889; 1896-1904	7	8
Letters of Recommendation 1850-1881	7	9
Dismissal Requests 1868-1887	7	10

Church Reports

Dismissal Letters 1889-1911	8	1
Letter Book 1881-1899	8	2
Record Book 1862-1916	8	3
Records 1862-1916	9	1
Correspondence-Mr. Groat 1867-1868	9	2
Correspondence (1 of 2) 1888-1906	9	3
Correspondence (2 of 2) 1888-1906	9	4
Correspondence A-M 1880-1893	9	5
Correspondence N-R 1888-1906	9	6
Correspondence (1 of 3) 1962-1970	9	7
Correspondence (2 of 3) 1962-1970	9	8
Correspondence (3 of 3) 1962-1970	9	9
Correspondence 1879-1906	10	1
Congregational Conference Program 1881	10	2

Church Centennial

Congregational Year Book 1908	10	3
Congregational Year Book 1911	10	4
Anniversary Material 1962	10	5
Church Centennial 1962	Box	Folder
	10	6
The Home Missionary Aug 1894	10	7
Photographs 1925, 1927, 1962	10	8
First Congregational Society-Book of Record 1861-1911	19	1
Records 1862-1894	19	2

Series II, First Presbyterian Church, Houghton, Michigan, Records 1902-1976

Scope and Contents

This series includes records of the First Presbyterian Church in Houghton, Michigan. Records of interest include historical notes and records, Minutes of organization, bylaws, Board of Trustees minutes, expenditures, receipts, and correspondence, as well as annual reports, church reports, treasurer's reports, financial records, photographs, and Sunday school records.

	Box	Folder
Historical Notes and Records 1908, 1953, 1960	11	1
Minutes of Organization and Register 1902-1928	11	2

Church Centennial

Bylaws 1966	11	3
Congregational Meeting-Minutes 1906-1908	11	4
Board of Trustees-Minutes 1917-1932	11	5
Board of Trustees-Minutes 1935-1949	11	6
Board of Trustees-Correspondence 1948-1954	11	7
Board of Trustees-Minutes, Expenditures, Receipts 1957	11	8
Board of Trustees-Minutes, Expenditures 1953	12	1
Board of Trustees-Minutes, Expenditures 1954	12	2
Board of Trustees-Minutes, Expenditures, Receipts, Correspondence 1955	12	3
Board of Trustees-Minutes, Expenditures, Receipts, Correspondence 1956	12	4
Board of Trustees-Minutes 1956-1958	12	5
Board of Trustees-Minutes, Correspondence, Operating Statements 1958	12	6
Annual Reports 1957-1965	12	7
Annual Reports 1966-1968	12	8

Church Centennial

Church Reports/Minutes 1968, 1969	12	9
Bank Book 1915-1930	12	10
Budget 1964-1969	13	1
Treasurer's Reports Jul 1968-1970	13	2
Kindergarten Manual Undated	13	3
Ladies Aid Society-Minutes 1913-1923	13	4
Malfroid Circle-Minutes, Articles, Correspondence 1952-1974	13	5
Westminster Guild-Receipts and Disbursements 1958-1970	13	6
Women's Missionary Society-Records 1927-1944	13	7
Church Register 1956-1972	18	8
Record of Membership 1959-1976	13	9
Record Book 1930-1957	14	1
Slide Set Script, "Houghton Presbyterian Church-1958" 1958	14	2
Dedications and Services 1929, 1938; 1951-1953	14	3

Series III, Portage Lake United Church, Houghton, Michigan

Memorial Chimes 1947-1954	14	4
The Houghton Heilsgeshichte 1957-1960, 1964	14	5
Articles 1906, May 1	14	6
Photographs 1903, 1908; 1947-1957	14	7
Photographs 1952-1953	14	8
Receipts and Disbursements 1928-1951	19	3
Sunday School-Reports 1909-1913	19	4
Board of Trustees-Minutes 1906-1926	20	1
Sunday School-Minutes 1913-1918	20	2
Christian Endeavor Society-Minutes 1903-1912	20	3
		Folder
Map of Houghton, Michigan 1912		5 P

Series III, Portage Lake United Church, Houghton, Michigan 1968-1999**Scope and Contents**

This series includes records created by the Portage Lake United Church in Houghton, Michigan. Records of interest include bylaws, Elder Session Minutes, Consistory Minutes, Treasurer's Reports,

Series III, Portage Lake United Church, Houghton, Michigan

Manse Property Appraisal Reports, a steering committee report, photographs and articles relating to the groundbreaking and dedication of the Houghton College Avenue location, newsletters, correspondence, and a transcript of Reverend Samuel M. Oliver's last sermon.

	Box	Folder
Bylaws 1986	14	9
Elder Session Minutes Jan 20, 1958-Sep 10, 1968	14	10
Elder Session Minutes Sep 22, 1968- Feb 23, 1975	15	1
Elder Session Minutes Apr 14, 1975	15	2
Elder Session Minutes Aug 27, 1984-Aug 19, 1990	15	3
Elder Session Minutes Sep 23, 1990-Jan 26, 1997	15	4
Elder Session Minutes Feb 24, 1997-Dec 13, 1999	15	5
Consistory Minutes Sep 12, 1971-Jun 20, 1988	15	6
Consistory Minutes Jul 25, 1988-Jun 19, 1989	15	7
Consistory Minutes Aug 21, 1989-Aug 20, 1990	16	1
Consistory Minutes Sep 17, 1990-Sep 16, 1991	16	2
Consistory Minutes Oct 1991- Aug 17, 1992	16	3

Series III, Portage Lake United Church, Houghton, Michigan

Consistory Minutes Sep 21, 1992-Apr 14, 1993	16	4
Consistory Minutes May 5, 1993-Feb 21, 1994	16	5
Consistory Minutes Mar 21, 1994-Nov 21, 1994	17	1
Treasurer's Reports 1970	17	2
Treasurer's Reports 1971, 1972	17	3
Treasurer's Reports 1973, 1974	17	4
Treasurer's Reports 1975, 1976	17	5
Treasurer's Reports 1977, 1978	17	6
Treasurer's Reports 1979-1980	17	7
Treasurer's Reports 1981-1982	17	8
Treasurer's Reports 1983-1984	17	9
Treasurer's Reports 1985-1986	17	10
Treasurer's Reports 1987-1988	17	11
Treasurer's Reports 1989	17	12

Series III, Portage Lake United Church, Houghton, Michigan

Review of Assets May 12, 1988	17	13
Appraisal of Manse 1988	17	14
Manse Committee-Documentation and Research 1979-1984; 1988	17	15
Steering Committee 1970-1975	18	1
Architecture Committee 1953, 1974, 1975	18	2
Bulding Committee 1974-1977	18	3
Building Survey 1970-1974	18	4
Architect's Contracts 1974-1976	18	5
Architect's Correspondence 1975	18	6
Architect's Correspondence 1976	18	7
Architect's Correspondence 1977	18	8
Correspondence 1989-1991	18	10
Correspondence 1992-1994	18	11
Programs 1975-1976	18	12

Series III, Portage Lake United Church, Houghton, Michigan

Houghton Avenue Church Groundbreaking and Dedication 1975-1976	18	13
Photographs-PLUC Building Groundbreaking and Dedication 1975-1976	18	14
Rev. Samuel M. Oliver's Last Sermon to PLUC 1987, Dec 27	18	15
The Carrillon Newsletter 1972-1977	20	4
Newsletter 1978-1991	20	5