

MSS 162

COURTENAY MANUFACTURING COMPANY RECORDS, 1889 - 1971

98.4 cu. ft. 15 manuscript boxes, 155 oversize volumes including 39 oversize boxes,
1 oversize file

Introduction

The Courtenay Manufacturing Company Records consist of a variety of records documenting the activities of this mill from the 1890s through the 1950s in the rural mill village of Newry, South Carolina. Sometime after the mill closed in 1975, these records were transferred to the University of South Carolina at Columbia where Professor William Phillips used them for research. During the 1980s and early 1990s they were moved several times and eventually transferred from USC's Modern Political Collections Repository to the Special Collections Unit of Clemson University Libraries in 1995 as accession 95-57. The records were processed by Michael Kohl with the help of the student assistants Jennifer Campbell, Prasad Chebrolu, Vinay Kaza, and Lisa McAlister. Some of the information in the historical sketch was based upon research done by Karen Ellenberg for the register to Mss 154 Henry Cater Collection.

Historical Sketch

Captain William Ashmead Courtenay was granted a state charter in 1893 to incorporate a firm for the manufacturing, spinning, dyeing, printing, and selling of all cotton and woolen goods which was capitalized at \$300,000. That year, he purchased land in Oconee County and began building his textile mill at a place he called Newry in memory of his father's home in County Down, Ireland. The following year, on June 14, 1894, the Courtenay Manufacturing Company began operations using water power. By 1903, the firm was producing fine sheetings for converting purposes with 19,440 ring spindles and 635 forty inch looms.

Captain Courtenay died in 1908, leaving his sons, Ashmead and Campbell, as president and general manager of the firm. The Courtenay family continued to manage the business until the 1920s when the firm was sold to Isaqueena Mills of Central, South Carolina with C.W.L. Gassaway as president and treasurer. It produced pajama checks and carded broadcloth with 25,344 spindles in 1927 and used a combination of water and steam generated power from three boilers. In 1930, the stock and property was sold to Cannon Mills in North Carolina which had served as its selling agent prior to the purchase. At that time it employed 365 people and purchased 5,500 bales of cotton.

The Abney Company bought the mill in 1939 and by 1943 employed 450 people producing cotton warp, rayon and cotton, and rayon filling using 6,500 bales. After World War II, Courtenay Manufacturing operated as a unit of Abney producing print cloths until its closure in 1975. The mill houses were sold in 1959, primarily to their tenants.

Scope and Content

The Courtenay Manufacturing Company Records document the operations of a textile mill including the financing of the firm, the purchase of equipment and raw cotton, the sale of cotton products, and the hiring, employment and payment of workers. The operation of a merchandise store and homes for the mill's workers is also recorded among these records. The records consist of four series: Correspondence, Accounts Receivable, Personnel Records, and Purchase Orders as well as oversize material which consists of the following types of records: Administration, Financial, Operations/Production and Personnel.

The Correspondence series 1910-1971 pertains to the purchase of machinery, sale of cotton products, and general plant operations. The bulk of these miscellaneous files date from the 1920s and 1930s and should be viewed as the scattered remnants of the firm's general files. They include insurance policies, some census and tax reports, and information about the merger with Abney Mills.

The Accounts Receivable series 1931-1946 documents both the sale of cotton cloth and waste products as well as the transfer of supplies such as coal and wood to the company store for resale.

The Personnel series dating from the 1940s includes copies of cards for employees containing the names of their parents and children, hire date, occupation, and reason for leaving Courtenay. There are also some records of weekly wage records for some employees from the early 1940s.

The Purchase Orders series 1943-1955 consists of copies of the form used for requisitioning equipment and supplies but not raw cotton. The form was forwarded to the Abney Mills central purchasing office and has a description of items but not their price.

The oversize material documenting administrative activities include notes payable, 1902-1943, listing the person giving the note, amount of the note, rate of interest, and monthly interest payments; monthly statements of condition of the firm, 1895-1903, listing assets and liabilities with profit and loss; and corporate stock ledgers, 1894-1919 listing the names and addresses of shareholders and number of shares owned.

Among the oversize financial records are: cash books and journals, 1894-1949, recording daily financial transactions; ledgers, 1892-1949, recording the balances in various accounts; raw cotton purchase books, 1914-1943, listing owner, price per pound, weight of each bale, its number, shipper, date used or shipped, and in some cases, dockage and grade; the receivables/payables, 1943-1948, 1954-1956, 1968, covering gross payrolls by department, costs of some raw materials and various income accounts; the voucher record books, 1904-1943, identifying accounts debited and credited; tax returns for the corporation, 1922-1940 are drafts of IRS Form 1120 which includes taxes owed based upon income and balance statements with supplementary schedules; the trial balances, 1901-1946, recording monthly summarized balances of various accounts; and the copy of invoices from Courtenay's agents Woodward, Baldwin, and Co., 1951-1954, indicating quantity and

specifications of cloth orders shipped to its customers.

There are a variety of records documenting operations at the mill. The account sales records, 1925-1949, document the production of various cloth constructions for Courtenay's agents with information about price, yardage, bale number, terms and delivery specifications. The cloth production books, 1918-1955, have daily production of types of cloth with monthly summaries. The production record books, 1895-1926, provide monthly summaries of types of cloth produced by yardage and weight, numbers of looms run, summaries of production costs including labor by department, and estimated cost per yard of cloth produced.

There are two miscellaneous oversize items: an inventory of supplies, parts, fuel and sizing as of August, 1958 and a record of the ginning of cotton bales, 1918-1924, which includes name of the bale's owner, gross weight, weights of cotton seed and cotton, and amounts due for ginning.

The personnel oversize material includes various monthly, bimonthly, and weekly payroll records, 1934-1960, listing employee name, amount of payment and various deductions. Most of these records are organized by pay period, and thereafter by department and thereafter alphabetically by the worker's name. There is also a volume of Payroll and Check Ledgers for 1950-1951 which includes employee name, number of hours worked, gross and net pay, deductions, and taxes.

Bibliography

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Campbell, J.C. *The Courtenay Family: Some Branches in America*. Charlottesville, VA: 1964.

Davison Publishing Company. *Davison's Textile Blue Book*. Ridgewood, N.J.: Davison Publishing Company, 1930, 1943, 1960, 1970, 1975.

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McGraw Hill Publishing Company. *Official American Textile Directory*. New York: McGraw Hill Publishing Company, 1937.

MacKnight, George T. *A Village Center for Newry*. Clemson University Master Thesis, 1980.

Phillips, William. "The Labor Market of Southern Textile Mill Villages: Some Micro Evidence." *Explorations in Economic History*. Vol. 23, April 1986, pp.103-123.

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Russo, Kenneth John. *The Factory and Its Environs: Architecture and Patterns of Mill Villages in the Piedmont Area of South Carolina*. Clemson University Masters Thesis, 1965.

Tarentino, Lawrence. *Adaptive Utilization, Courtenay Mill Village*. Clemson University Masters Thesis, 1975.

COURTENAY MANUFACTURING COMPANY RECORDS

Mss 162

Container List

SERIES 1: Correspondence

Box	Folder	Title
1	1	American Mutual Liability Insurance Company, 1926-1938
	2	Annual Report of a Domestic Non-Public Utility Corporation for Profit, 1923-1942
	3	Audit of Courtenay Manufacturing Company, 1910
	4	Barber-Colman Company, 1931-1934
	5	Belton Bagging Company, 1936-1938
	6	Board of Directors and Stockholders Meetings, 1946-1949
	7	Brandon Mills Sale, 1946
	7a	By Laws and Minutes, 1943-1946
	8	Cannon Mills Company, 1935-1938
	9	Cannon Mills: Waste Department, 1936-1938
	10	Capital Improvement - History, 1931-1935
	11	Carolina Bagging Company, 1938
	12	Census Reports and Correspondence, 1921-1939
	13	Clinchfield Fuel Company, 1915-1923
	14	1932
	15	1933
	16	Cotton Gin, 1924-1930
	17	Cotton Shippers, Kannapolis, 1934-1936
	18	Department of Labor, South Carolina, 1921-1942
	19	Departmental Transfers, 1943
	20	Duke Power, 1937
	21	Equipment Details, 1928
	22	Federal Capital - Stock Tax, 1917-1941
	23	Federal Trade Commission Reports, 1924-1925
	24	General Correspondence, 1899-1927
2	25	General Correspondence, 1928
	26	General Correspondence, 1929
	27	General Correspondence, 1932-1933
	28	General Correspondence, 1934-1941
	29	House Construction, 1923-1925
	30	International Corporation, 1938
	31	Journal Entrees, 1939
	32	Miscellaneous, 1937-1953
	33	New England Waste Company, 1936-1938
	34	Plant Safety Inspection Reports, 1936-1939
	35	Processing Tax Refund, 1935-1936

Box	Folder	Title
2	36	Quills, 1971
	37	S. Schapiro & Sons, Inc., 1937
	38	SKF Industries, Inc., 1923
	39	Skinner Engine Company, no date
	40	Social Security and South Carolina Unemployment Compensation Commission, 1937-1938
	41	South Carolina Tax Commission, 1919-1955
3	42	State Taxes, Assessments, South Carolina Tax Commission, 1919-1939
	43	Stock Certificates, no date
	44	Taxes Due by Old Stockholders, 1920-1921
	45	Tax Returns, 1936-1937
	46	Test Boilers, Generations etc., 1917-1933
	47	Textile Stores, Inc., 1958-1960
	48	The Abney Mills Merger Agreement, 1946
	49	The Falk Corporation Bulletin 210-A, 1931
	50	The Hartford Steam Boiler Inspection and Insurance Company, 1940
		51
	52	Treasury Department, 1934-1936
	53	Water Power, 1922-1936
	54	Water Works, Test of Water, 1922-1942
	55	Woodward Baldwin, 1948-1949

SERIES 2: Accounts Receivable

Box	Folder	Title
1	1	January 1931 - April 1931
	2	May 1931 - August 1931
	3	September 1931 - October 1931
	4	November 1931 - December 1931
	5	January 1932 - April 1932
	6	May 1932 - September 1932
	7	October 1932 - December 1932
	8	January 1933 - November 1933
	9	December 1933 - December 1934
	10	January 1935 - December 1935
2	11	January 1936 - December 1936
	12	January 1937 - December 1937
	13	January 1938 - July 1938
	14	August 1938 - December 1938
	15	January 1939 - December 1939

Box	Folder	Title
2	16	January 1940 - December 1940
	17	January 1941 - July 1941
	18	August 1941 - December 1941
	19	January 1942 - December 1942
	20	January 1943 - December 1943
3	21	January 1944 - August 1944
	22	September 1944 - December 1944
	23	January 1945 - June 1945
	24	July 1945 - December 1945
	25	January 1946 - July 1946
	26	August 1946 - December 1946

SERIES 3: Personnel Records

Box	Folder	Title
1	1	A - Ba
	2	Bag - Blacks
	3	Blackw - Bos
	4	Bot - Bur
	5	Bur - But
	6	Cal - Car
	7	Cas - Cha
	8	Che - Com
	9	Con - Cur
	10	Da - Dunl
	11	Dunn - Dys
	12	E - Fra
	13	Fre - Gibb
	14	Gibs - Go
	15	Gra - Hall
	16	Ham - Har
	17	Haw - Hea
	18	Hen - Hop
	19	Hor - Hugh
	20	Hun - Jam
	21	Jay - Jum
	22	Ke - Led
	23	Lee - Lew
2	24	Li - Man
	25	Mar - Mill
	26	Min - Morg
	27	Morr - McCl

Box	Folder	Title
2	28	McDo - McKe
	29	McKi - O'Do
	30	O'Ke - Par
	31	Pat - Ph
	32	Pi - Roa
	33	Re - Rob
	34	Roc - San
	35	Sco - Simm
	36	Simp - Slo
	37	Slu - Smi
	38	Sne - Ste
	39	Sti - Tay
	40	Ter - Vic
	41	Vin - Whe
	42	Whi - Wilb
	43	Will - Zorn

SERIES 4: Purchase Orders

Box	Folder	Title
1	1	April 1943 - August 1943
	2	September 1943 - December 1943
	3	January 1944 - May 1944
	4	June 1944 - November 1944
2	5	December 1944 - April 1945
	6	May 1945 - October 1945
	7	November 1945 - April 1946
	8	May 1946 - October 1946
3	9	November 1946 - April 1947
	10	May 1947 - September 1947
	11	October 1947 - January 1947
	12	February 1948 - June 1948
4	13	July 1948 - October 1948
	14	November 1948 - April 1949
	15	April 1949 - July 1949
	16	August 1949 - November 1949
5	17	December 1949 - April 1950
	18	May 1950 - September 1950
	19	October 1950 - January 1951
	20	February 1951 - June 1951
6	21	July 1951 - November 1951
	22	December 1951 - May 1952
8		

Box	Folder	Title
6	23	June 1952 - October 1952
	24	July 1952 - March 1953
7	25	April 1953 - August 1953
	26	September 1953 - January 1954
	27	February 1954 - August 1954
	28	September 1954 - March 1955

OVERSIZE

Administration

Volume	Box	Title
1	1	Courtenay Manufacturing Company - Minutes of Meetings
2	1	Notes Payable, 1902 - 1923
3	1	Notes Payable and Interest Distribution Register, 1923 - 1943
4	2	Statement of Condition, of the Courtenay Manufacturing Company, Balance Account for the Months ending August 31, 1895 - August 31, 1903 Stock Ledger
5	2	September 1894 - December 1918
6	2	January 1919

Financial

7	3	Accounts Payable, The Newry Store, January 1919 - June 1929 Cash Books
8	3	September 1894 - December 1901
9	4	January 1902 - October 1906
10	5	October 1906 - March 1917
11	6	March 1917 - February 1922
12	7	January 1922 - December 1926
13	7	January 1927 - December 1932
14	7	January 1933 - December 1935
15	8	January 1936 - October 1947
16	8	April 1941 - February 1943
17	9	Newry Store, January 1919 - June 1926
18	9	Purchase Journal, 1904 - 1917
9		

Volume	Box	Title
19	10	Check Register, No.1, Courtenay Mills of Abney Mills, January 1947 - May 1949
		Journals
20	11	September 1894 - March 1918
21	12	April 1918 - January 1922
22	12	December 1921 - December 1933
23	12	January 1934 - February 1943
24		#1, Courtenay Mills of the Abney Mills, September 1946 - May 1949
		Ledgers
25		1895 - 1904
26	13	1904
27	14	January 1912 - 1940
28		Newry Store, January 1919 - June 1929
29		September 1943 - October 1946
30		#1, Abney Mills, December 1946 - April 1949
		Raw Cotton Purchase Books
31	15	November 1914 - December 1917
32	15	March 1918 - January 1922
33	15	October 1920 - November 1925
34	16	September 1921 - May 1924
35	16	June 1924 - March 1927
36	17	March 1927 - August 1929
37	17	September 1929 - March 1932
38	18	March 1932 - May 1935
39	18	June 1935 - October 1937
40	18	August 1938 - November 1938
41	19	August 1938 - August 1940
42	19	March 1941 - April 1943
		Receivables / Payables
43	20	1943 - 1948
44	20	February 1954 - June 1956
45	20	1968
	20	Tax Returns, 1922-1940
		Voucher Records
46	21	September 1904 - March 1908
47	21	March 1908 - January 1912
48	22	January 1916 - October 1918
49	22	January 1922 - June 1925
50	23	July 1925 - June 1928
51	23	July 1928 - December 1931
52	24	January 1932 - December 1934
53	24	January 1935 - June 1938

Volume	Box	Title
54	24	July 1938 - December 1941
55	25	January 1942 - February 1943
		Trial Balances
56	26	August 1901 - August 1912
57	26	September 1912 - May 1921
58	26	September 1943 - December 1946
	27	Invoice (Mill Copy)
		May 1951 - April 1954

Operations / Productions

Volume	Box	Title
		Account Sales
59	28	American Bleached Goods Company, 1918-1920
	29	Cannon Mills, 1925-1926
60		Clarence Whitman and Company, 1916-1918
	30	Woodward Baldwin and Company, 1939-1949
		Cloth Production Books
61	31	August 1918 - August 1921
62	31	August 1921 - November 1923
63	31	April 1923 - April 1929
64		November 1923 - May 1928
65		May 1926 - December 1931
66		May 1927 - June 1930
67		April 1930 - May 1937
68		June 1930 - February 1941
69		May 1939 - March 1942
70		January 1941 - December 1942
71		August 1941 - August 1943
72		October 1941 - August 1942
73		1944 - 1949
		Production and Disposal Records
74	32	March 1943 - February 1947
75	32	1950 - 1955
76	32	Ginners Record, October 1918 - December 1924
77	33	Courtenay Mill Inventory As of August 30, 1958
		Production Records
78	33	June 1895 - March 1903
79	33	September 1914 - December 1926

Personnel

Volume	Box	Title
80	34	Monthly Time Book, September 1941 - September 1942 Weekly Time Book
81	34	August 1934 - November 1935
82	34	November 1937 - May 1939
83	35	January 1940 - August 1942
84	35	February - November 1941
85	36	June 1941 - April 1942
86	36	September 1941 - July 1942
87	37	July 1942 - June 1943
88	37	August 1942 - July 1943
89	38	October 1942 - May 1943
90	38	May 1943 - September 1943 Carding Room
91	39	Shift #1, July 1945 - February 1946
92	39	Shift #2, September 1943 - July 1944
93	39	Shift #2, July 1944 - June 1945
94	39	Shift #2, July 1945 - February 1946
95	39	Shift #3, September 1943 - July 1944
96	39	Shift #3, July 1944 - June 1945
97	39	Cloth Department, August 1945 - February 1946
98	39	Shop Department, August 1945 - February 1946
99	39	Slashing Department, August 1945 - February 1946 Spinning Department,
100	39	Shift #1, September 1943 - June 1944
101	39	Shift #1, June - December 1944
102	39	Shift #2, May - October 1944
103	39	Shift #3, September 1943 - May 1944
104	39	Shift #3, September 1944 - April 1945
105	39	Shift #3, April 1945 - December 1945
106	39	Shift #3, December 1945 - February 1946 Spooling
107	39	September 1944 - September 1945
108	39	Shift #1,2, September 1945 - February 1946 Weaving
109	39	Shift #2, August 1945 - February 1946
110	39	Shift #3, July 1945 - February 1946

Weekly Time Sheets

111	January 1937 - June 1937
112	July 1937 - December 1937
113	January 1938 - June 1938
114	July 1938 - December 1938

Volume	Box	Dates
115		January 1939 - June 1939
116		July 1939 - December 1939
117		January 1940 - June 1940
118		July 1940 - December 1940
119		January 1941 - June 1941
120		July 1941 - December 1941
121		January 1942 - June 1942
122		July 1942 - December 1942
123		January 1943 - June 1943
124		July 1943 - December 1943
125		January 1944 - June 1944
126		July 1944 - December 1944
127		January 1945 - June 1945
128		July 1945 - December 1945
129		February 1946 - December 1946
130		January 1946 - June 1946
131		August 1946 - December 1946
132		January 1947 - August 1947
133		January 1947 - June 1947
134		June 1947 - December 1947
135		September 1947 - June 1948
136		January 1948 - June 1948
137		June 5-12, 19-26, 1948
138		July 3, 10, 17, 24, 1948
139		July 1948 - December 1948
140		October 1948 - December 1948
141		January 1949 - August 1949
142		September 1949 - June 1950
143		January 1950 - June 1950
144		January 1951 - August 1951
145		January 3, 13-27, 1951
146		July 1951 - December 1951
147		September 1951 - July 1952
148		October 1952 - May 1953
149		January 1953 - January 1954
150		January 1954 - June 1954
151		January 1954 - December 1954
152		July 1954 - December 1954
153		February 1955 - March 3, 1956
154		June 24, 1956 - April 24, 1960
		Payroll and Check Ledger
155		October 1950 - December 1951