



THE UNIVERSITY OF
TOLEDO
1872

Toledo Botanical Garden Records

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Describing Archives: A Content Standard

First edition

Ward M. Canaday Center for Special Collections

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<http://www.utoledo.edu/library/canaday/>

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Summary Information

Repository:	Ward M. Canaday Center for Special Collections
Title:	Toledo Botanical Garden Records
Identifier:	MSS-327
Date:	1956-2016
Physical Description:	3 Linear Feet
Physical Description:	25 Linear Feet (Drawing tubes)
Container Information:	Box 1: [32887922560083] (Text), Box 2: [32887922560091] (Mixed Materials), Box 3: [32887922560109] (Graphic Materials), Box 4: [32887922560117] (Mixed Materials), Box 5: [32887922560125] (Graphic Materials), Box 6: [32887922560133] (Graphic Materials), Box 7: [32887922560141] (Graphic Materials), Box 8: [32887922560158] (Graphic Materials), Box 9: [32887922560166] (Graphic Materials), Box 10: [32887922560174] (Graphic Materials), Box 11: [32887922560182] (Graphic Materials), Box 12: [32887922560190] (Graphic Materials), Box 13: [32887922560208] (Graphic Materials), Box 14: [32887922560216] (Graphic Materials), Box 15: [32887922560224] (Graphic Materials), Box 16: [32887922560232] (Graphic Materials), Box 17: [32887922560240] (Graphic Materials), Box 18: [32887922560257] (Graphic Materials), Box 19: [32887922560265] (Graphic Materials), Box 20: [32887922560273] (Graphic Materials), Box 21: [32887922563228] (Graphic Materials), Box 22: [32887922563236] (Graphic Materials), Box 23: [32887922563244] (Graphic Materials), Box 24: [32887922563251] (Graphic Materials), Box 25: [32887922563269] (Graphic Materials), Box 26: [32887922563277] (Graphic Materials), Box 27: [32887922563285] (Graphic Materials)

Biographical / Historical

The land currently occupied by the Toledo Botanical Garden (TBG) was first cultivated in the mid-1870s, when H.V. Hawkins arrived in Lucas County with his sons and cleared 120 acres of land located on Bancroft Street west of Reynolds Road. For the next fifty years, subsequent generations of the Hawkins family farmed the land, including George H. Hawkins, who later subdivided the property. In the 1940s, realtor George P. Crosby purchased 20 of these acres, where he maintained his horses and summer home. He also planted hundreds of trees and thousands of shrubs throughout the property. Crosby's will bequeathed the land to Adams Township (which later became part of Toledo), and in 1964, Toledo City Council accepted title to the property. After acquiring the land, a debate arose over how it was to be used. Crosby's will stipulated that it was to be used as both a public park and for recreational purposes. Those supporting the latter wanted to add baseball diamonds, tennis courts, and swimming pools. Conservationists, however, wanted the area's natural beauty preserved. A compromise was reached when the city's Division of Forestry purchased an additional 8.5 acres to use as a recreation area in 1969.

Now named George P. Crosby Park, the new garden would also serve as a site for programming, classes, and special events for the residents of northwest Ohio and southeast Michigan. The gardens continued to expand over the following decades, eventually totaling over 60 acres and seeing the creation of a children's garden (1969); wildflower garden (1970); and an herb and rose garden (1972), among several other features. In 1974, the name was changed to Crosby Gardens before becoming George P. Crosby

Gardens three years later. In 1989, the board changed the name to Toledo Botanical Garden to better reflect the inclusive nature of the property. In 2006, the city of Toledo ceased operating the TBG, turning this responsibility over to the Toledo Metroparks as part of a joint operation with the Toledo Botanical Garden Board. The transition to full Metroparks control was finalized in 2017, with the exception of Toledo GROWS; the community garden outreach program continues to be operated by the TBG Board.

Scope and Contents

The Toledo Botanical Garden Records collection consists of six series.

Series 1: Administrative Files consists primarily of board minutes from the mid-to-late 2000s and includes minutes, treasurer's reports, and balance sheets, among information. The series also contains annual reports covering the 1970s-1990s, though not all years in these decades are included. This series also includes miscellaneous board information and some financial information; more of the latter can be found in the board minutes.

Series 2: Development Projects is the largest series and documents the various changes made to the property, such as land acquisitions and building construction/renovations. Most of this series consists of oversize drawings. Several drawings of the various gardens comprising the property are also included, as are some maps of properties other than the botanical garden.

Series 3: Programming and Events contains information on specific programs, such as the Crosby Festival of the Arts; the Rose Garden Arts Festival; and Toledo GROWS, with some documentation of other programs provided by the TBG.

Series 4: Publications and Printed Material contains several brochures, pamphlets, programs, newspaper clippings, magazines, press releases, and newsletters regarding Crosby Gardens/TBG history and educational programs.

Series 5: Photographic Material consists largely of slides, negatives, and proof sheets; there are few printed photographs. This series contains several shots of garden plant life, facility construction, pieces of art, and events and programs held at the TBG.

Series 6: Miscellaneous is a small series containing certificates and proclamations, as well as some correspondence and several documents covering the history and organizational structure of Crosby Gardens/TBG.

Administrative Information

Publication Statement

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Controlled Access Headings

- Civic Interests
- Education and Schools

- Manuscripts
- Music, Art, Drama, and Theatre
- Social Welfare

Collection Inventory

Administrative Files , 1976-2016	Box 1 (Text)
Physical Description: .5 Linear Feet	
Annual Reports, 1976-1977, 1983, 1996, 1998-1999	Box 1 (Text)
Physical Description: 1 Files	
Board Minutes, 2005	Box 1; Folder 2-3 (Text)
Physical Description: 2 Files	
Board Minutes, 2007	Box 1; Folder 4-7 (Text)
Physical Description: 4 Files	
Board Minutes, 2009	Box 1; Folder 8-10 (Text)
Physical Description: 3 Files	
Miscellaneous Board Information, 1992, n.d.	Box 1; Folder 11 (Text)
Physical Description: 1 Files	
Financial Information, 1985, 1991-1992, 1999, 2016, n.d.	Box 1; Folder 12 (Text)
Physical Description: 1 Files	

Development Projects, 1965-2015

- Box 1 (Mixed Materials)
- Box 2 (Mixed Materials)
- Box 5 (Graphic Materials)
- Box 6 (Graphic Materials)
- Box 7 (Graphic Materials)
- Box 8 (Graphic Materials)
- Box 9 (Graphic Materials)
- Box 10 (Graphic Materials)
- Box 11 (Graphic Materials)
- Box 12 (Graphic Materials)
- Box 13 (Graphic Materials)
- Box 14 (Graphic Materials)
- Box 15 (Graphic Materials)
- Box 16 (Graphic Materials)
- Box 17 (Graphic Materials)
- Box 18 (Graphic Materials)
- Box 19 (Graphic Materials)
- Box 20 (Graphic Materials)
- Box 21 (Graphic Materials)
- Box 22 (Graphic Materials)
- Box 23 (Graphic Materials)
- Box 24 (Graphic Materials)
- Box 25 (Graphic Materials)
- Box 26 (Graphic Materials)
- Box 27 (Graphic Materials)

Physical 10 Linear Feet
Description:

Architectural and Garden Drawings, 1967, 1972, 1975-1976, 1995, n.d.

Box 1; Folder 13 (Mixed Materials)

Physical 1 Files
Description:

Application for Grant to Acquire Open Space Land, 1972

Box 1; Folder 14 (Mixed Materials)

Physical 1 Files
Description:

Bancroft Street Entrance Specifications, 2006

Box 1; Folder 15 (Mixed Materials)

Physical 1 Files
Description:

Crosby Construction, 1965-1975

Box 1; Folder 16 (Mixed Materials)

Physical 1 Files
Description:

Crosby Improvements, 1972-1974, 1976-1977, 1979, 1986, 1992

Box 1; Folder 17 (Mixed Materials)

Physical 1 Files
Description:

Crosby Park Development Manual, 1971

Box 2; Folder 1 (Text)

Physical 1 Files
Description:

Crosby Park Master Plan, 1971-1973, 1975-1976

Box 2; Folder 2 (Mixed Materials)

Physical 1 Files
Description:

Irrigation System, 1966-1968, 1976

Box 2; Folder 3 (Mixed Materials)

Physical 1 Files
Description:

Shade Garden Project and Proposed Bikeway, 1984

Box 2; Folder 4 (Mixed Materials)

Physical 1 Files
Description:

Specifications for Site Improvements, 1972

Box 2; Folder 5 (Mixed Materials)

Physical 1 Files
Description:

Strategic Plan, 2013-2015

Box 2; Folder 6 (Text)

Physical 1 Files
Description:

TBG Master Plan, 2008

Box 2; Folder 7 (Mixed Materials)

Physical 1 Files
Description:

Crosby Gardens Building and Garden Plans: Gazebo; Pond; Boadwalk; Herb Garden; Conference Center; and Terrace, n.d.

Box 5 (Graphic Materials)

Physical 1 Drawing tube
Description:

Crosby Gardens Lake – Layout Plan, Site Plan, Details (3), Service Bridge, and Pedestrian Bridge, 6-9-87

Box 6 (Graphic Materials)

Physical 1 Drawing tube
Description:

Crosby Gardens Master Plan (color), 4-2-86

Box 21 (Graphic Materials)

Physical 1 Drawing tube
Description:

Crosby Gardens Shade Garden – Landscape Plan (6), December 1988

Box 7 (Graphic Materials)

Physical 1 Drawing tube
Description:

Crosby Gardens Shade Garden – Woody Plants Only, December 1988

Box 7 (Graphic Materials)

Physical 1 Drawing tube
Description:

Crosby Shade Garden Bulb Map, n.d.

Box 8 (Graphic Materials)

Physical 1 Files
Description:

Crosby Property and Trees (8), 10-17-84

Box 9 (Graphic Materials)

Physical 1 Drawing tube
Description:

George P. Crosby Gardens Master Plan (4), 4-2-86

Box 10 (Graphic Materials)

Physical 1 Drawing tube
Description:

George P. Crosby Gardens Site Improvements, Master Plan, Children's Garden, and Topographic Information, 1974

Box 11 (Graphic Materials)

Physical 1 Drawing tube
Description:

George P. Crosby Park Gardens Master Plan, 6-1-72

Box 12 (Graphic Materials)

Physical 1 Drawing tube
Description:

Herb Garden (2), 5-9-89

Box 13 (Graphic Materials)

Physical 1 Drawing tube
Description:

Learning Villa – Schemes A & B, n.d.

Box 14 (Graphic Materials)

Physical 1 Drawing tube
Description:

Master Tree/Shrub, n.d.

Box 5 (Graphic Materials)

Physical 1 Drawing tube
Description:

Perennial Garden (26), n.d.

Box 22 (Graphic Materials)

Physical 1 Drawing tube
Description:

Perennial Garden, “Official Set” (7) , 6-19-89

Box 15 (Graphic Materials)

Physical 1 Drawing tube
Description:

Planning Plans for Garden of Mr. and Mrs. R.A. Stranahan – Trees-Shrubs-Vines, and Perennials and Roses, September 1937

10 (Graphic Materials)

Physical 2 Sheets
Description:

Rhodie Maps from John Heinre, n.d.

Box 14 (Graphic Materials)

Physical 1 Drawing tube
Description:

Shade 2A/2B Pathway Plan, n.d.

Box 7 (Graphic Materials)

Physical 1 Drawing tube
Description:

Shade Garden Map (Preliminary), 10-20-88

Box 7 (Graphic Materials)

Physical 1 Drawing tube
Description:

Stickney Community Gardens and Toledo GROWS (20), December 2006

Box 11 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Aerial Survey, 1972

Box 11 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Aquatic Garden Site Planning Team (5), 1-16-90

Box 23 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Board of Trustees; Toledo City Parks; Ohio Department of Natural Resources, n.d.

Box 5 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Children's Discovery Garden (2 b/w, 2 color drawings), May 2003

Box 16 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Children's Garden – Schematic Plan and Grading Plan, 7-15-08

Box 16 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Children's Garden Plans – Landscape, Hardscape, Site Utility, Layout, General Notes, Grading, Artisan Elements , 8-15-08

Box 17 (Graphic Materials)

Physical 34 Sheets
Description:

TBG Contours (16), 5-6-95

Box 18 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Contours (4), 6-6-95

Box 18 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Draft 3 Master Plan, 11-28-07

Box 24 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Early Action Master Plan (3 sheets; 1 in color), August 2000

Box 12 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Grand Allee – Planting Plan, 9-29-93

Box 25 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Grand Allee – Planting Plan (5), n.d.

Box 8 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Grand Allee – Site Plan, n.d.

Box 8 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Greenhouse – Copy of Original Plans (4), 7-8-04

Box 19 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Greenhouse – Elevations, 5-3-94

Box 11 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Greenhouse Project (31), 2004-2005

Box 19 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Greenhouse – Proposed Addition (20), 2004

Box 20 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Path Study, 1992

Box 26 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Path and Allee Studies (3), 12-21-92

Box 27 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Greenhouse - Quote and Drawings (15), 6-11-04

Box 19 (Graphic Materials)

Physical n/a Drawing tube
Description:

TBG Select-a-Shade Greenhouse Elevations (never built), 5-24-94

Box 11 (Graphic Materials)

Physical n/a Drawing tube
Description:

Tulip Trial Garden, n.d

Box 13 (Graphic Materials)

Physical n/a Drawing tube
Description:

Vegetable Garden for 1995, 12-16-94

Box 13 (Graphic Materials)

Physical n/a Drawing tube
Description:

Village Perennial Bloom Sequence: April-May, June, July-August, September , n.d.

Box 13 (Graphic Materials)

Physical n/a Drawing tube
Description:

Programming and Events, 1966-2016

Box 2 (Text)

Physical .75 Linear Feet
Description:

Arbor Day, 1972, 1985

Box 2; Folder 8 (Text)

Physical 1 Files
Description:

Citywide Contemporary Sculpture Exhibition, 1984

Box 2; Folder 9 (Text)

Physical 1 Files
Description:

Crosby Festival of the Arts, June 2002, n.d.

Box 2; Folder 10 (Text)

Physical 1 Files
Description:

Rose Garden Arts Festival, 1966-1970

Box 2; Folder 11 (Text)

Physical 1 Files
Description:

Rose Garden Arts Festival, 1971-1972, n.d.

Box 2; Folder 12 (Text)

Physical 1 Files
Description:

Toledo Festival of the Arts, June 1980

Box 2; Folder 13 (Text)

Physical 1 Files
Description:

Toledo GROWS, 2016

Box 2; Folder 14 (Text)

Physical 1 Files
Description:

Miscellaneous Programs and Events, 1975, 2006, n.d.

Box 2; Folder 15 (Text)

Physical 1 Files
Description:

Publications and Printed Material, 1960s-2000s

Box 2 (Text)

Physical .25 Linear Feet
Description:

Brochures, Flyers, Pamphlets, and Programs, 1973-2016, n.d.

Box 2; Folder 16 (Mixed Materials)

Physical 1 Files
Description:

Magazines, 1974-2008, n.d.

Box 2; Folder 17 (Text)

Physical 1 Files
Description:

Newsletters, 1972-2003, n.d.

Box 2; Folder 18 (Text)

Physical 1 Files
Description:

Newspaper Articles, 1966-1977

Box 2; Folder 19 (Text)

Physical 1 Files
Description:

Newspaper Articles, 1978-1979

Box 2; Folder 20 (Text)

Physical 1 Files
Description:

Newspaper Articles, 1980-1985

Box 2; Folder 21 (Text)

Physical 1 Files
Description:

Newspaper Articles, 1990s-2000s

Box 2; Folder 22 (Text)

Physical 1 Files
Description:

Newspaper Articles, Multiple Dates and Undated, n/a

Box 2; Folder 23 (Text)

Physical 1 Files
Description:

Press Releases, 1983-1985, n.d.

Box 2; Folder 24 (Text)

Physical 1 Files
Description:

Photographic Material, 1960s-2000s, n.d.

Box 3 (Graphic Materials)

Physical 1 Linear Feet
Description:

Photographs – Gardens Galore Garden Contest, 2007

Box 3; Folder 1 (Graphic Materials)

Physical 1 Files
Description:

Photographs – Unidentified Event, n.d.

Box 3; Folder 2 (Graphic Materials)

Physical 1 Files
Description:

Photographs – Miscellaneous, n.d

Box 3; Folder 3 (Graphic Materials)

Physical 1 Files
Description:

Negatives and Proof Sheets – Activities and Events, 1980s

Box 3; Folder 4 (Graphic Materials)

Physical 1 Files
Description:

Negatives and Proof Sheets – Miscellaneous, 1985, n.d.

Box 3; Folder 5 (Graphic Materials)

Physical 1 Files
Description:

Slides – 40th Anniversary, 2004

Box 3; Folder 6 (Graphic Materials)

Physical 1 Files
Description:

Slides – Activities and Events, 1969-1975, 1979-1982

Box 3; Folder 7 (Graphic Materials)

Physical 1 Files
Description:

Slides – Activities and Events, 1983-1986, 1989, 1996-1997, 2004, n.d

Box 3; Folder 8 (Graphic Materials)

Physical 1 Files
Description:

Slides – Artwork, n.d

Box 3; Folder 9 (Graphic Materials)

Physical 1 Files
Description:

Slides – Crosby Gardens Improvements, 1980s

Box 3; Folder 10 (Graphic Materials)

Physical 1 Files
Description:

Slides – Garden Grounds , n.d.

Box 3; Folder 11-13 (Graphic Materials)

Physical 3 Files
Description:

Slides – Miscellaneous , n.d.

Box 3; Folder 14-17 (Graphic Materials)

Physical 4 Files
Description:

Miscellaneous, 1956, 1971, n.d.

Box 4 (Text)

Physical .25 Linear Feet
Description:

Certificates and Proclamations, 1956, 1971, n.d.

Box 4; Folder 1 (Text)

Physical 1 Files
Description:

TBG History and General Information, n.d.

Box 4; Folder 2 (Text)

Physical 1 Files
Description:

Miscellaneous, n.d.

Box 4; Folder 3 (Text)

Physical 1 Files
Description: