

**Title:** Offutt, J. Howard Papers

**Call Number:** Mss-1691

**Inclusive Dates:** 1924 – 1996

**Bulk:** 0.4 cu. ft.

**Location:** CV, Sh. 308  
OS SM "O" (1 item)

**Historical Note:** In 1930, Jeffrey Howard Offutt and his wife, Luvenia, came to Milwaukee from Glencoe, Illinois, where he taught violin at the National University of Music and operated his own music studio. He was appointed director of the St. Mark's African Methodist Episcopal Church choir and held this position for 41 years. While there Offutt composed St. Mark's theme song St. Mark's, along with other works. In 1932, Offutt was made director of the Milwaukee Urban League's music department. His son, William T. (Ted) Offutt is also represented in this collection.

**Administrative Note:** The collection was processed on May 14, 1994 by Steve Daily. Material was added to the collection on Feb. 28, 2001, and the material was processed by Kevin Abing.

<b>Contents</b>	<b>Box #</b>	<b>Folder #</b>
Biography, obituary, and misc.	1	1
Sheet music, 1935-1975	1	2
Correspondence to and from, 1946-1975	1	3
St. Mark's Church, 1967-93; letter, telegram, press release, church programs, music program, certificates, clippings, handbills and ticket stub	1	4
St. Mark's World War II (1944-45) Letter Writing Committee; correspondence, church programs, lists, guide book, MCHS related correspondence, 1994	1	5
Milwaukee Urban League, 1989-94; correspondence, musical programs, and misc.	1	6
Milwaukee Urban League Music Department, 1939-53; annual report, 1939 (2 copies); attendance lists, membership form and card, parental consent form, programs, clippings, course outline	1	7
Lake Geneva Institute; summer concert program, 1962; guide, 1946 (2 copies); <i>The Instituter</i> Aug. 12 – Aug., 1946.	1	8
Music programs and schedules, 1924-1971	1	9
J. Howard Offutt Scholarship Program, 1996; solicitation letter and invitation; scholarship recipient's letter; press release; program and short introduction to program.	1	10
William T. (Ted) Offutt biography, and misc.	1	11
Miscellaneous	1	12
Songbooks (Donor: Dawn Doerr, Feb. 2001)	1	13

<b>OVERSIZE MATERIAL</b>	<b>LOCATION</b>
Diploma from the Chicago School of Osteopathy as a masseuse for Lavinia Offutt, June 18, 1927	OS SM "O"
<b>PHOTOS: See M-138</b>	