

**Record Group 3
Executive Director**

1947-1996
(bulk 1976-1996)
36 linear feet

**Japanese American Service Committee Legacy Center
4427 N. Clark Street
Chicago, IL 60640
(773) 275-0097 x224
archives@jasc-chicago.org
<http://www.jasc-chicago.org>**

Prepared by Deborah King with Ruth Kumata
June 1999 (revised 2005)

Introduction

The records of the Executive Director described in this finding aid cover 1947 to 1996 with most records dating from the mid-1970s to 1996 including 36 liner feet forming Record Group 3. Post-1996 records can be found in the Executive Director's office and may be available at the discretion of the Executive Director and/or the Board of Directors. Related records can be found in Record Group 1: Board of Directors, Record Group 4: Administration, Record Group 9: Publications, and Record Group 10: Audio-Visual Media. Records that naturally fit within these record groups were separated and placed into their original record group to avoid unnecessary duplication (RG1, RG4, and RG9) or to maintain optimal preservation conditions (RG10). This record group contains some material written in Japanese without an English translation.

These records were surveyed and appraised in Spring 1997 and processed on a limited basis from Summer 1997 to Summer 1999 by King and Kumata. These activities were generously supported by a grant from McDonald's Corporation's Diversity Initiatives.

These records are open to current JASC Board of Directors and the JASC Executive Director. All other researchers must submit a written request to the JASC President of the Board or the JASC Executive Director asking permission to review the records and then must complete the *Request for Access to Executive Director's Records* form. The JASC President of the Board or the JASC Executive Director may grant access to these records on a case-by-case basis. Additional restrictions on this collection include private information that identifies individuals and confidential case records. Photocopies of records that contain private information on individuals will be provided without the identifying information. Researchers may not see the originals of these records. Access to confidential case records will be permitted with a signed confidential case record agreement prior to use. In addition, records will be administered in accordance with the *JASC Legacy Center Access & Use Guidelines* provided to all researchers. Researchers assume full responsibility for following libel, privacy, and copyright laws as they may apply to use of this collection.

Container lists available upon request, archives@jasc-chicago.org or (773) 275-0097 x224.

The preferred citation for these records is: [Item name]. Record Group 3, Executive Director Records. Japanese American Service Committee Legacy Center, Chicago, Illinois.

Brief History of the JASC and its Executive Director

The Japanese American Service Committee (JASC) is a non-profit, community-based organization providing social services and cultural and community programming. It was founded in 1946 to assist in the resettlement of 20,000 newly arrived Japanese Americans to Chicago who had been interned during World War II. Originally called the Chicago Resettlers' Committee, in October 1954 the agency renamed itself the Japanese American Service Committee.

After resettlement the JASC undertook a new priority and began to provide comprehensive services for the aged. The agency constructed a 200-unit home for the elderly in 1980 and a 180-bed skilled nursing care facility that opened in 1993.

The JASC has been a center of the Japanese American community in Chicago since its founding. As a Japanese American social service agency, the JASC has been keenly aware of the important role it can and should play in preserving, promoting, and passing on Japanese and Japanese American traditions, history, culture, and arts. The agency has made that heritage an integral part of its programming and services.

Currently the JASC serves the Japanese American community in the Chicagoland area as well as various parts of the Midwest. The JASC distinguishes itself by being the only Japanese American social service organization in the Midwest, but it has also grown into a community center used by many other Japanese American and Asian American organizations to hold meetings and events. The primary population the agency serves is Japanese American, but through its various social service programs, the JASC serves a diverse group of people regardless of age, race, gender, religion, sexual orientation or disability.

Today the JASC runs a wide variety of programs including Adult Day Services; Casework & Counseling; Home Support Services; educational workshops on topics such as health insurance, social security, senior driver's education, and estate planning; health screening and flu shot clinics; arts and cultural classes such as ceramics, ikebana (flower-arranging), origami, and tai chi; Japanese American community events and festivals; and the Legacy Center (an archive and library). The JASC also serves as a meeting place for many community groups such as the Chicago Nisei Post (veterans), New Horizons (a senior singles group), the Nisei Minyo Dance Group, the Ukulele Club, the Quilting Club, and the Nisei Cooperative Investment Club. The JASC is a partner with other groups in programs such as a citywide Japanese American community organizations' picnic, youth basketball clinic, periodic Intergenerational Dialog programs, and the Tohkon Judo Academy. Today the JASC extends its services not only to Chicago's Japanese American population, but also other Asian American groups and seniors.

Since its founding in 1946, the JASC has been governed by a paid Executive Director and a volunteer Board of Directors. The Executive Director has included:

Corky T. Kawasaki, 1946-1948

Jack K. Yasutake, 1948-1953

Kenji Nakane, 1953-early 1960s

Yoji Ozaki, early 1960s-1970
Masaru Nambu, 1970-1995
Sunnan Kubose, 1995-1996
Calvin Manshio, 1997
Jean Fujiu, 1997-present

Scope and Content

This record group consists of the Executive Director's files dating from 1947 to 1996 with the bulk of the records dating from 1976 to 1996. These records represent the working files of the head of the agency and thus document the programs and administrative tasks of the director. Generally the Executive Director maintained his/her own files in his/her office while in high use. After the director used files less often, it appears that staff members boxed the records and stored them wherever space could be found within the building.

With the introduction of an archival program at the JASC in Summer 1997, the archival consultant (King) surveyed records stored throughout the JASC's building including offices, hallways, storage rooms, the vault, and supply closets. Unfortunately, the archival consultant for the most part did not find Executive Director files dating from the founding of the agency in 1946 through the 1960s. For documentation of this era, researchers should look to Record Group 8: Social Services, Series 1: Director and Record Group 9: Publications, Series 1: Annual Reports with a few notable exceptions mentioned below.

The processors strove to maintain the records' original order and arrangement. Generally groups of these records were stored throughout the building. The archival consultant assembled the records together and tried to organize them roughly chronologically. It appears that the various directors organized their records by subject and then by date. At times records were arranged strictly by date. The processors maintained two copies of exact duplicates of records and discarded additional copies. However, if the processors discovered any annotations on records, all copies with annotations were kept. Processors discarded published material easily found at the originating agency or in a government documents department at a local public or academic library. (Examples include copies of the *Federal Register*, U.S. government reports, and copies of various aging and social work newsletters.)

Related records can be found in Record Group 1: Board of Directors, Record Group 4: Administration, Record Group 9: Publications, and Record Group 10: Audio-Visual Media. Records that naturally fit within these record groups were separated and placed into their record group of origin to avoid unnecessary duplication (RG1, RG4, and RG9) or to maintain optimal preservation conditions (RG10). The processors indicated where they separated material with a record separator note.

These records reflect the activities of an evolving social service and cultural center for Japanese Americans in Chicago. From the 1970s to the 1990s the agency has grown and changed. It evolved as a social service agency for primarily Japanese American seniors to a social service center for ethnically and racially diverse seniors mostly from the Uptown neighborhood. The agency has transitioned from a social service provider to a social service, cultural, and educational center not only for Japanese Americans but other Asian Americans and others interested in Japanese American culture.

Some notable material includes:

- Information about the aftermath of internment (Box 7, Folder 12)

- Historical overviews of the agency found with grant applications or public relations material (found throughout the collection such as Box 5, Folder 8 and Box 8, Folder 27)
- A community needs assessment conducted by Daniel Kuzuhara focussing on how the agency can serve Niseis as they age (Box 35, Folder 12)
- Discussion and analysis of Japanese Americans and their relationships with other minorities in the Hyde Park and Kenwood neighborhoods in the early 1950s including discussion of social activities, sport clubs, and gangs (Box 35, Folder 19)
- A JACL-sponsored group discussion about Japanese Americans after resettlement (Box 35, Folders 24-26)

Of particular interest to the agency's administrative activities:

- The renovation of the building at 4427 North Clark Street (Box 2, Folder 1)
- Major fundraising drive in the late 1970s to develop an educational and cultural center at the agency and to renovate the building (Box 3 and Box 11, Folder 16)
- Labor issues with the Sheltered Workshop program (Box 9, Folder 1 and Box 12, Folder 20)
- Evaluations of JASC programs found in United Way reports (found throughout the collection such as Box 9, Folder 27; Box 10, Folder 3; and Box 17, Folders 7-8)

Note: The JASC fiscal year is from July to June. For example, fiscal year 1999 is July 1998 to June 1999. Generally information and dates listed on the folders and container list were copied directly from the original folders. Information added by the processor is indicated in brackets []. Also, this record group contains some material written in Japanese without an English translation.

Restrictions

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