

James R. Crumley Jr. Archives

**Records, c. 1967-2015, of Cross and Crown Lutheran Church, formerly of Chamblee, GA.
The records of Cross and Crown were donated by Cross and Crown, February 2016.
Records stored at the Crumley Archives. Advanced notice for research required.**

Creator: Cross and Crown Lutheran Church, 1967-2016

Extent:

26 Boxes Total
25 Document Boxes
1 Flat File Box

Access Restrictions:

This collection is open for research, though some areas are designated as “confidential”.

Use Restrictions:

Permission to publish material from the Cross and Crown Lutheran Church Collection must be obtained from the Director of the Crumley Archives, 4201 N. Main St., Columbia, SC 29203.

Processing Information:

Arrangement and creation of this finding aid completed by Shannon L. Smith with assistance from Rachael Acheson, Scott Reeves, James Addy, and Chauna Carr (2016).

Biographical Sketch:

Recognizing the rapid growth of Atlanta Georgia and in order to meet the need for a church in northeast Atlanta, the American Lutheran Church (ALC) purchased a site consisting of 9.5 acres and an old house at 4276 Chamblee-Dunwoody Rd. on January 17, 1966. On August 25 of that year the ALC called Paul L. Steingruber to the church (then referred to as Chamblee Lutheran Church). The church was incorporated on November 5, 1966 as Cross and Crown Lutheran Church of Chamblee, Georgia, Inc., a name given by Pastor Chamblee based on two admonitions of our Lord, “If any man would come after me let him take up his cross...” and “To him who is faithful unto death I will give a crown of life.” Construction on the building began in September of 1966.

The congregation held its first worship service with 98 people in attendance on February 5, 1967 at Chamblee High School and moved into their completed building on March 5, 1967. The building was dedicated on April 2. In response to the church growth, the congregation approved Phase I of a building program, a 5000-square-foot building including a sanctuary with seating for 400, in August of 1971. The first worship service in the new building took place October 1, 1972. In 1976 the congregation approved an expansion project, a proposed educational wing that was dedicated on April 2, 1978.

In 1999 approximately 5 acres of the property were sold and the funds set aside in an endowment fund. The building was sold on December 7, 2015 after the church was disbanded.

The first Church Council of Cross and Crown was elected April 22, 1967 and the congregation formally constituted and Pastor Steingruber was installed as pastor in Sunday worship the following morning. As the Chamblee and Dunwoody areas experienced tremendous residential growth in the 1960's and 1970's, Cross and Crown concentrated efforts on evangelism. By 1969 the church grew to 600 baptized members which required the church to begin double worship services and Sunday school to avoid overcrowding. In May of 1980 the congregation discontinued their internship program and called Pastor Lowell Scheutze as co-pastor. In the 1980's outreach became a major focus of the church with efforts including the Octoberfest community event, World Relief drives, transitional housing, and a food pantry. Pastor Scheutze resigned in 1993 and Pastor William Martin served as interim pastor until April 1995 when Reverend James Clark was called. Pastor Clark retired August 31, 2008. Reverend Gary Christenson was called as pastor in 2009 and served until the church was disbanded. The final service was held August 9, 2015.

In September of 1967 Cross and Crown opened a private kindergarten and added k-4 classes the following year. In the early years, classes were held in the house located on the property. As more age groups were added classes were held in the educational wing of the church. In 1996 the school began adding elementary grades one per year until it served ages two through 5th grade. It was incorporated as its own entity in 1997 and a PTO was formed. The school board added members from the at-large community. The school closed on May 25, 2012.

Series:

I. General History	p. 3
II. Parish Records	p. 4
III. Media	p. 8
IV. Parish Council	p. 12
V. Financial Records	p. 19

Scope and Content:

Twenty-six boxes of materials dating from c. 1967-2016, divided into five series: General History, Parish Records, Parish Council, Financial Records, and Media.

General History:

This series contains basic and historical information on the church, as well as by-laws, incorporation, and mission statement.

Parish Records:

The parish records are a collection of baptism, wedding, funeral, and confirmation records, and also include directories. Included in this series are pastoral records, "Day School" documentation, programs and stewardship. Missing bulletins and programs from 1967-2008 and 2011-2013.

Parish Council:

Records and primarily in the form of council minutes.

Financial Records:

The financial records of the parish primarily contain ledgers, budgets, banking statements and reports, banking and investment agreements, record of memorials and contributions, financial correspondence, treasurer reports, and purchase orders.

Media:

Images, slides, 11 oral history cassette tapes (1984-2005), VHS tapes, and DVD's documenting the church's lifetime.

Contents:

I. General History

**Box 1
1966-2016**

File A

2016

Accession Correspondence: history behind Crumley Archives's receiving of this collection.

File B

1992-2011

General history

File C

2007

Congregation mission statement

File D

1966

Beginning of Cross and Crown

File E

1967-1991

News Clippings

File F

1967

Incorporation

File G

1967-1987

By-laws and Constitution

File H

1988-2013

By-laws and Constitution

File I
1970-1990
Long-range Planning

File J
December 2013
Ratified Constitution

II. Parrish Records

Box 1 1970-2012, n.d. Directories

File A
1970s
Directories

File B
1979-1989
Directories

File C*
1990-1999, n.d.
Directories

File D
2001-2012, n.d.
Directories

File E
1991
Congregational laity directory

Box 2 1998-2015, various dates Member Information *Note: other relevant records located elsewhere*

File A*
Various dates (alphabetical order: A-F)

Membership records

File B*

Various dates (alphabetical order G-J)
Membership records and info

File C*

Various dates (alphabetical order K-P)
Membership records and info

File D*

Various dates (alphabetical order R-Z)
Membership records and info

File E

Various dates
Baptisms and new members (bulletins)

File F

Various dates
Marriages (bulletins)

File G

2000s
Funeral bulletins

File H

1998-2015
Letters of transfer

Box 3

1970-2015

Guest Books and Memorials

File A

1998-2012
Memorial correspondence

File B*

1989-2006
Memorial reports

File C

1970-1992

“In Remembrance” books, memorial/funeral records

File D

1996-2015

Record of guests

Item E

1974-1980

Record of guests (bound book)

Item F

1976-1980

Record of guests (bound book)

Item G

1980-1987

Record of guests (bound book)

Item H

1987-1992

Record of guests (bound book)

Box 4

2009-2015

Programs

File A

February-August 2009

Programs

File B

September 2009-May 2010

Programs

File C

June-December 2010

Programs

File D
January-March 2014
Programs

File E
March-April 2014
Programs

File F
May-August 2014
Programs

File G
2015
Programs

Box 5
1975-2013
Administration, Services, Activities, Stewardship, and Newsletters

File A
1975-1978
Internships

File B
1979-1994
Internships

File C
1986-1987; 2009
Administrative positions

File D
2013
Committee reports and miscellaneous

File E
2011
Witness and outreach, worship and music

File E.1
2013-2014
Witness and outreach, worship and music

File F
Various dates
Special Services (including installations)

File G
1987-2009
Committees and Activities

File H
1987-2010
Stewardship

File I
1999-2010
Donation Records

File J
2000-2002
Newsletters

Box 6*
1964-2015
Pastoral Records

File A
1964-1990
Pastoral calls

File B
2007-2014
Pastor information and correspondence

File C
2010-2011
Pastor's reports

File D

2012-2013

Pastor's reports

File E

2014-2015

Pastor's reports

File F

2012

Part-time pastor of worship, education, and outreach: Nancy Christensen

III. Media

Box 1

1984-2005

Various dates

Oversize Miscellaneous

Note: includes two parish registers

Box 2

Cassettes, video tapes, DVDs, and hard drive

Cassettes

1984-2005, n.d.

Oral histories: Virginia Servidio, Phyllis Cooper, Paul and Wini Steingerber, Pastor Lou and Nancy Schuetze; Sermons: Pastor Paul Haffly, Pastor Paul Mills

VHS

1985-1995

“Yard party” (1995), Cabaret (1985)

DVD

1985-1995

Conversions of the VHS tapes

Hard drive of council minutes

Box 3

1980-1989

Photos

File A
1980
Youth photographs

File B
1971-1983
Luther league

File C
1987-1989
Luther league

Item D
c. 1984?
Photographs of cabaret

Item E
1984
Vacation Bible School

Box 4
Photographs: Oktoberfest and confirmation

Box 5
1967-1982, various dates
Photographs and Slides

File A
1967-1970
Photographs

File B
1967-1990
Photographs

File C
1970s
Photographs

File D
1970s-1982
Photographs

File E
Various dates
“Paraments and Banners by Season”

File F
Various dates (binder no. 1, 1 of 3)
Slides

File G
Various dates (binder no. 1, 2 of 3)
Slides

File H
Various dates (binder no. 1, 3 of 3)
Slides

Box 6
1992, various dates
Slides

File A
1992 (binder no. 2, 1 of 3)
“25th Anniversary”

File B
(binder no. 2, 2 of 3)
Slides

File C
(binder no. 2, 3 of 3)
Slides

File D
(binder no. 3, 1 of 3)
Slides

File E
(binder no. 3, 2 of 3)
Slides

File F
(binder no. 3, 3 of 3)
Slides

IV. Parish Council

**Box 1
1971-1979
Council Minutes**

File A
1971
Council Minutes

File B
1972
Council Minutes

File C
1973-1975
Council Minutes

File D
1976
Council Minutes

File E
1977
Council Minutes

File F
1978
Council Minutes

File G
1979
Council Minutes

**Box 2
1980-1985
Council Minutes**

File A
1980
Council Minutes

File B
1981
Council Minutes

File C
1982
Council Minutes

File D
1983
Council Minutes

File E
1984
Council Minutes

File F
1985
Council Minutes

Box 3
1986-1989
Council Minutes

File A
1986
Council Minutes

File B
January-July 1987
Council Minutes

File C
July-December 1987
Council Minutes

File D
January-June 1988
Council Minutes

File E
July-December 1988
Council Minutes

File F
January-June 1989
Council Minutes

File G
July-December 1989
Council Minutes

Box 4
1990-1998
Council Minutes

File A
1990
Council Minutes

File B
1991
Council Minutes

File C
1992-1993
Council Minutes

File D
1994
Council Minutes

File E
1995
Council Minutes

File F
1996
Council Minutes

File G
1997
Council Minutes

File H
April-June 1998
Council Minutes

File I
April-December 1998
Council Minutes
Note: some years say 1988 but are actually 1998

Box 5
1999-2007
Council Minutes

File A
1999
Council Minutes

File B
2000
Council Minutes

File C
2001
Council Minutes

File D
2002
Council Minutes

File E
2003
Council Minutes

File F
2004
Council Minutes

File G*
2005
Council Minutes

File H*
2006
Council Minutes

File I*
2007
Council Minutes

Box 6
2008-2015
Council Minutes

File A
2008
Council Minutes

File B
2009
Council Minutes

File C
2010
Council Minutes

File D
2011
Council Minutes

File E
2012-2013
Council Minutes

File F*
2014
Council Minutes

File G
2015
Council Minutes

Box 7
1948-2013
Property Records

File A
1948-1969
Legal documentation concerning property

File B
1966-1968
Parsonage

File C
1969-1970
Pondera Valley sponsorship

File D
1969-1970
Lutheran Brotherhood loan

File E
1971-1972
Re-financing and expansion

File F
1972
New sanctuary

File G
1975-1976
Education and administration building

File H
1995-1997, n.d.
Groundskeeper

File I
2005
Mortgage pay-off

File J

2009; 2010
Property committee report

File K
2011
Education and property

File L
2013
Property, staff, financial

Box 8
1971-2014
Church Board and School Board

File A
1971-1990
Day school

File B
n.d.
School board, by-laws, and incorporation

File C
1998
School board

File D
2009-2010
School board

File E
2011; 2014
School board

File F
2009; 2011
Cross and Crown church board
Note: contains confidential material

V. Financial Records

Box 1

1969-2013

Financial Reports

File A

n.d.

Thrivent reports, instructions to “never destroy”

File B

n.d.

Continuation of File A

File C

1969-1974

Annual reports

File D

1971-2009

Annual reports

File E

1974-1983

Annual reports

File F

1984-1989

Annual reports

File G

1990-1993

Annual reports and strategic plans

File H

1997-2000; 2005

Annual meetings and reports

File I

1998-2011

Treasurer’s report

File J

December 2011-2012

Treasurer report

File K
January 2013-November 2013
Treasurer report

File L
2014
Treasurer report

Box 2
1998-2011
Financial Reports

File A
1998;2008
Investment reports

File B
1999-2000
Vanguard quarterly reports

File C
2001-2002
Vanguard quarterly reports

File D
2003-2004
Vanguard quarterly reports

File E
2006
Vanguard quarterly reports

File F
2007
Vanguard quarterly reports

File G
1999
Financial reports

File H
2000
Financial reports

File I
2001
Financial reports

File J
2010-2011
Financial reports

Box 3
1995-2008
Financial Statements

File A
2005-2006
CD/Money Market Statements

File B
2005-2006
Thrivent monthly statements

File C
1995-1997
Fidelity national savings

File D
1999-2000
T. Rowe Price statements

File E
2001-2002
T. Rowe Price statements

File F
2003-2004
T. Rowe Price statements

File G
2005-2006
T. Rowe Price statements

File H

2007-2008

T. Rowe Price statements

File I

2001-2003

Sun Trust checking account statements (church)

File J

2001

Sun Trust checking account statements (school)

File K

2007-2008

Peach Tree bank statements

File L

2008

R. B. C. money market statements

File M

2008

R. B. C. statements

Box 4

1995-2010

Financial Statements, Agreements, and Accounts

File A

2008-2009

Thrivent statement

File B

2010

Thrivent statement

File C

2009-2010

Thrivent record of activity

File D
2008-2010
T. Rowe Price statements

File E
2010
T. Rowe Price activity

File F
2008-2010
Vanguard statements

File G
2000-2010
Financial correspondence

File H
1995-2009
Investment banking agreements

File I
2003-2009
Checking account agreements

File J
2006-2009
Chart of accounts

Box 5
1999-2008, various dates
Financial Worksheets, Purchase Orders, and Policies

File A
1999; 2007
Counter's tally sheets
Note: confidential

File B
2008
Counter's tally sheets
Note: confidential

File C
2008
Counter's tally sheets
Note: confidential
Duplicate of File B

File D
2007-2008
Balance sheets

File E
1999-2008
Purchase orders

File F
2008-2015
Purchase orders

File G
2007
Workers' Comp

File H
Various dates
Financial guides and resources

Box 6
1967-2011
Budget, Funds, and Tax Information

File A
1990-2010; 2014
Budget

File B
1977-2008
Lists of funds

File C
2008-2009
Ledger

File D

1967-1998; 2010

Tax documents

File E

1993; 2008; 2011

Audit

File F

2011

Staff Support, Stewardship, and Finance