

JONES, JOSEPH W. (JOSEPH WEST), 1912-2005.

Joseph W. Jones papers, 1912-2005 (bulk 1947-2003)

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Descriptive Summary

- Creator:** Jones, Joseph W. (Joseph West), 1912-2005.
- Title:** Joseph W. Jones papers, 1912-2005 (bulk 1947-2003)
- Call Number:** Manuscript Collection No. 1003
- Extent:** 42.25 linear ft. (81 boxes), 5 oversized papers (OP), and 14 bound volumes (BV)
- Abstract:** Papers of Joseph W. Jones, former senior vice-president of the Coca-Cola Company, including reading files, subject files, personal papers, photographs, and audiovisual materials.
- Language:** Materials entirely in English.

Administrative Information

Restrictions on Access

Collection stored off-site. Researchers must contact the Rose Library in advance to access this collection.

Special restrictions apply: Selected files in Series 2 are restricted.

Terms Governing Use and Reproduction

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Source

Gift, 2004.

Citation

[after identification of item(s)], Joseph W. Jones papers, Stuart A. Rose Manuscript, Archives, and Rare Book Library, Emory University.

Processing

Randy Gue and team, February 28, 2010.

Collection Description**Biographical Note**

Joseph W. Jones was born on October 9, 1912 in Georgetown, Delaware. He graduated from Goldey-Beacom College in Wilmington, Delaware in 1932. He joined the Coca-Cola Export Corporation and transferred over to a job at the Coca-Cola Company two years later. Robert W. Woodruff, the head of the Coca-Cola Company, chose Jones to be his assistant in 1946. Over the next four decades, Jones worked as Woodruff's chief of staff and his executive aide. During this time, he played an indispensable role in Woodruff's daily life. Woodruff referred to Jones as his "most trusted business associate."

Because of Woodruff's trust, Jones became the chairman of Woodruff's Trebor (Robert spelled backwards) Foundation in 1972. He was also appointed the chair of two other related charitable organizations: the Joseph B. Whitehead Foundation and the Lettie Pate Evans Foundation.

In addition to his duties for Woodruff, Jones was promoted to Senior Vice President of the Coca-Cola Company. He also served as a member of the company's Board of Directors. He retired officially in 1986 but continued as an advisor to the company until his death in 2005. Jones was the longest-serving employee in the history of the Coca-Cola Company.

In 1991 the trustees of the Robert W. Woodruff Foundation renamed Woodruff's beloved South Georgia plantation, Ichauway, the Joseph W. Jones Ecological Research Center in honor of Jones.

Scope and Content Note

The collection consists of the papers of Joseph W. Jones from 1912-2005. The papers include reading files, subject files and photographs. The collection documents Jones' relationship with Robert W. Woodruff, his work at the Coca-Cola Company, and his work on several local charitable foundations.

The reading files (Series 1) consist of copies of Jones' outgoing correspondence from 1969-2003. This series also contains many letters Jones wrote for Robert W. Woodruff's signature. The subject files (Series 2) contains general and family correspondence, printed material, and unpublished documents about people, businesses, institutions and organizations important to Joseph W. Jones. The personal papers (Series 3) include certificates and report cards that document Jones' time in school. The photographs series (Series 4) includes photographs of Joseph W. Jones, his family, his friends, and his associates. The audiovisual materials (Series 5) contain audio and video recordings collected by Joseph W. Jones.

Organization note

Organized into four series: (1) Reading files, (2) Subject files, (3) Personal papers (4) Photographs, and (5) Audiovisual.

Description of Series

[Series 1: Reading files, 1969-2003](#)

[Series 2: Subject files, 1912-2005](#)

[Series 3: Personal papers, 1913-1996](#)

[Series 4: Photographs, 1947-2001](#)

[Series 5: Audiovisual, 1982-2000](#)

Series 1
Reading files, 1969-2003
Boxes 1-16

Scope and Content Note

The reading files consist of copies of Jones' outgoing correspondence from 1969-2003. It includes Jones' personal correspondence, correspondence related to his position in the Coca-Cola Company, and correspondence related to his roles in several local charitable foundations. This series also contains many letters Jones wrote for Robert W. Woodruff's signature.

Arrangement Note

Arranged in chronological order.

Box	Folder	Content
1	1	December, 1969 [1 of 2]
1	2	December, 1969 [2 of 2]
1	3	January, 1970
1	4	February-March, 1970
1	5	April-May, 1970
1	6	June-August, 1970
1	7	September-November, 1970
2	1	December, 1970
2	2	January-March, 1971
2	3	April-June, 1971
2	4	July-September, 1971
2	5	October-November, 1971
2	6	December, 1971
3	1	January-April, 1972
3	2	May-July, 1972
3	3	August-October, 1972
3	4	November-December, 1972
3	5	January-April, 1973
3	6	May-June, 1973
4	1	July-October, 1973
4	2	November-December, 1973
4	3	January-March, 1974
4	4	April-June, 1974
4	5	July-October, 1974
4	6	November-December, 1974
5	1	January-April, 1975
5	2	May-August, 1975

5	3	September-October, 1975
5	4	November-December, 1975
5	5	January-April, 1976
5	6	May-June, 1976
6	1	July-October, 1976
6	2	November-December, 1976
6	3	January-March, 1977
6	4	April-June, 1977
6	5	July-August, 1977
6	6	September-November, 1977
6	7	December, 1977
7	1	January-March, 1978
7	2	April-June, 1978
7	3	July-September, 1978
7	4	October-December, 1978
7	5	January-April, 1979
7	6	May-June, 1979
8	1	July-November, 1979
8	2	December, 1979
8	3	January-April, 1980
8	4	May-June, 1980
8	5	July-November, 1980
8	6	December, 1980
9	1	January-April, 1981
9	2	May-June, 1981
9	3	July, October, 1981
9	4	November-December, 1981
9	5	January-April, 1982
9	6	May-June, 1982
10	1	July-November, 1982
10	2	December, 1982
10	3	January-April, 1983
10	4	May-August, 1983
10	5	September-November, 1983
10	6	December, 1983
11	1	January-March, 1984
11	2	April-July, 1984
11	3	August-November, 1984
11	4	December, 1984

11	5	January-February, 1985
11	6	March-June, 1985
12	1	July-December, 1985
12	2	January-July, 1986
12	3	August-December, 1986
12	4	January-June, 1987
12	5	July-December, 1987
13	1	January-July, 1988
13	2	August-December, 1988
13	3	January-April, 1989
13	4	May-July, 1989
13	5	August-December, 1989
13	6	January-May, 1990
14	1	June-December, 1990
14	2	January-June, 1991
14	3	July-December, 1991
14	4	January-August, 1992
14	5	September-December, 1992
14	6	January-June, 1993
15	1	July-December, 1993
15	2	January-September, 1994
15	3	October-December, 1994
15	4	January-August, 1995
15	5	September-December, 1995
15	6	January-August, 1996
15	7	September-December, 1996
16	1	1997
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16	3	1999
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Series 2
Subject files, 1912-2005
Boxes 17-75

Scope and Content Note

The subject files consist of general and family correspondence, printed material, unpublished documents about people, businesses, institutions and organizations important to Joseph W. Jones.

The subject files include files related to Jones' work at the Coca-Cola Company. There are also files of correspondence with Coca-Cola executives such as Roberto C. Goizueta and Donald R. Keough. This series also chronicles Jones' active involvement with his alma mater, Goldey-Beacom College, as well as his active involvement with organizations like the Atlanta Symphony Orchestra, Callaway Gardens, and the Ida Cason Callaway Foundation.

Joseph W. Jones considered himself to be the custodian, the steward of Robert W. Woodruff's legacy. The subject files also document Jones' continued involvement with institutions and organizations that were important to Woodruff after his death, including educational institutions such as Emory University, Berry College, and Woodward Academy; organizations like the Buffalo Bill Historical Center and the James A. Baker Institute for Animal Health; and Ichauway Plantation (later renamed Joseph W. Jones Ecological Research Center at Ichauway Plantation).

Arrangement Note

Arranged in alphabetical order.

Restrictions on Access

Special restrictions apply: Selected files in Series 2 are restricted.

Box	Folder	Content
17	1	A, 1970-1979
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17	5	A, 1990-1992
18	1	A, 1993-1997
18	2	A, 1998-2003
18	3	Affonso, Dyanne, 2001-2003
18	4	Atlanta Athletic Club, 1979-1989
18	5	Atlanta Athletic Club, 1990-1992
18	6	Atlanta Athletic Club, 1993-2003
18	7	Atlanta Historical Society, 1983-1989
18	8	Atlanta Historical Society, 1990-1992
18	9	Atlanta History Center, 1993-1999
19	1	Atlanta Symphony Orchestra, European tour, 1988 [1 of 2]
19	2	Atlanta Symphony Orchestra, European tour, 1988 [2 of 2]

19	3	Atlanta Symphony Orchestra, League Board of Directors, 1990-1992
19	4	Atlanta Symphony Orchestra, League Board of Directors, 1993-1997
19	5	Atlanta Symphony Orchestra, League Board of Directors, 1998-2003
20	1	B, 1966-1979
20	2	B, 1980-1983
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20	4	B, 1987-1988
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21	1	B, 1990-1992
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22	1	Berry College, 1994-2001
22	2	Biographical Information, 1912-2003
22	3	Birthday, 1992
22	4	Bloodsworth, David M., Jr., 1987-1989
22	5	Bloodsworth, David M., Jr., 1990-1999
22	6	Brewster, William R., Jr., 1979-1984
22	7	Buckhead Club, 1990-2001
22	8	Buffalo Bill Historical Center, 1980-1989
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22	10	Buffalo Bill Historical Center, 1990 [2 of 2]
23	1	Buffalo Bill Historical Center, 1991 [1 of 2]
23	2	Buffalo Bill Historical Center, 1991 [2 of 2]
23	3	Buffalo Bill Historical Center, 1992 [1 of 2]
23	4	Buffalo Bill Historical Center, 1992 [2 of 2]
23	5	Buffalo Bill Historical Center, 1993 [1 of 2]
23	6	Buffalo Bill Historical Center, 1993 [2 of 2]
23	7	Buffalo Bill Historical Center, 1994
24	1	Buffalo Bill Historical Center, 1995
24	2	Buffalo Bill Historical Center, 1996
24	3	Buffalo Bill Historical Center, 1996-1999
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25	5	C, 1993-1994
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26	5	Callaway Gardens, 1990
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35 4 Egleston Children's Hospital, 1982-1997
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35 6 Elliott, Charles, *The Outdoor Observer*, 1970
35 7 Elliott, Charles N., 1985-1989
35 8 Elliott, Charles N., 1990-2003
35 9 Emily Winship Scott Foundation, 2003

35 10 Emory University, 1973-1974
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37 5 Emory University, Applications for Admission, 1982-1989
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39 2 Emory University, Hospital, 1981-1989
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40 2 Emory University, Nell Hodgson Woodruff School of Nursing, 1997
40 3 Emory University, Robert T. Jones Jr. Scholarship Program, 1980-1981
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44	3	Goldey-Beacom College, 1993-1996
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44	5	Goldey-Beacom College, 1998
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45	2	Goldey-Beacom College, Joseph W. Jones Student Center, 1992 [2 of 2]
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46	5	H, 1999-2003
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47 3 I, 1990-1992
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47 5 Ichauway Plantation, 1948-1985
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48 2 Ichauway Plantation, 1989 [2 of 2]
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48 4 Ichauway Plantation, 1990-1992 [2 of 2]
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48 7 Ichauway Plantation, Embossed Napkins, 1976-1986
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49 1 Ichauway Plantation, Guests, 1990-1992
49 2 Ichauway Plantation, Guests, 1993-2001
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49 4 Ichauway Plantation, History, undated [2 of 2]
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50 2 Ida Cason Callaway Foundation, Board of Trustees, 1996-1997
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53	1	James A. Baker Institute for Animal Health, 1993-1994
53	2	James A. Baker Institute for Animal Health, 1995-1997
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72	3	Woodruff Robert W., Estate, 1984-1988 [2 of 6] [RESTRICTED]
72	4	Woodruff Robert W., Estate, 1984-1988 [3 of 6] [RESTRICTED]
72	5	Woodruff Robert W., Estate, 1984-1988 [4 of 6] [RESTRICTED]
73	1	Woodruff Robert W., Estate, 1984-1988 [5 of 6] [RESTRICTED]
73	2	Woodruff Robert W., Estate, 1984-1988 [6 of 6] [RESTRICTED]
73	3	Woodruff, Robert W., Estate, 1988-1989 [1 of 2] [RESTRICTED]
73	4	Woodruff, Robert W., Estate, 1988-1989 [2 of 2] [RESTRICTED]

73	5	Woodruff, Robert W., Estate, 1989-1990 [RESTRICTED]
73	6	Woodruff, Robert W., Financial, 1981 [RESTRICTED]
73	7	Woodruff, Robert W., Will, 1969-1980 [RESTRICTED]
74	1	Woodruff, Robert W., memoranda from Joseph W. Jones, 1980-1981
74	2	Woodward Academy, 1982-1984
74	3	Woodward Academy, 1985-1987
74	4	Woodward Academy, 1988-1989
74	5	Woodward Academy, 1990-1992
74	6	Woodward Academy, 1993-1995
74	7	Woodward Academy, 1996-1999
75	1	Woodward Academy, 2000-2003
75	2	Y, 1972-1976
75	3	Y, 1982-1986
75	4	Y, 1990-1992
75	5	Y, 1995-1996
75	6	Z, 1975
75	7	Z, 1980-1990
75	8	Z, 1993-1998

Series 3
Personal papers, 1913-1996
Box 76

Scope and Content Note

This series consists of Joseph W. Jones' personal papers, including certificates and report cards that document his time in school. Of particular interest are the papers he wrote about advertising while he was a student at Beacom College in the early 1930s.

Arrangement Note

Arranged in alphabetical order.

Box	Folder	Content
OP1		Broadside, "Jones Family Reunion," 1992
76	1	Certificates, 1913-1992
76	2	Family correspondence, 1914
76	3	Memorabilia, 1996
76	4	Printed material, 1933-1966
76	5	Report cards, 1921-1936
76	6	School assignments, 1932

Series 4
Photographs, 1947-2001
Box 77-80

Scope and Content Note

This series consists of photographs and photograph album of Joseph W. Jones, his family, his friends, and his associates. The series also contains a small number of slides and negatives.

Arrangement Note

Arranged in alphabetical order.

Photographs

Box	Folder	Content
77	1	1941-1951
77	2	1970s
OP2		Coca-Cola Company, Board of Directors, circa 1970s (Photographer: Gittings)
OP3		Jones, Joseph W., circa 1970s
77	3	1980s [1 of 2]
77	4	1980s [2 of 2]
OP4		Jones, Joseph W., Betty Jones, Roberto Goizueta, Olga Giozueta, Donald R. Keough, and Marilyn Keough, March 1, 1985
OP5		Jones, Joseph W., with a group of people in front of "Alumni Hall," circa 1980s
77	5	1990
77	6	1991 [1 of 2]
77	7	1991 [2 of 2]
77	8	1992 [1 of 4]
78	1	1992 [2 of 4]
78	2	1992 [3 of 4]
78	3	1992 [4 of 4]
78	4	1993 [1 of 3]
78	5	1993 [2 of 3]
78	6	1993 [3 of 3]
78	7	1994
78	8	1995
79	1	1996
79	2	1997
79	3	1998
79	4	1999
79	5	2000
79	6	2001
79	7	2002

80 1 Undated [1 of 2]

80 2 Undated [2 of 2]

Negatives

80 3 Negatives, 1958-1989

80 4 Negatives, undated

Slides

80 5 Slides, 1979 (Charles Elliott)

80 6 Slides, 1981 (Charles Elliott)

80 7 Slides, undated

Photograph albums

BV1 "Souvenir of a visit to Europe," 1966

BV2 "J. W. Jones, Esquire. A Memento of 1940-1978," 1978

BV3 Jones, Joseph W., Robert W. Woodruff, and Roberto Goizueta, 1981

BV4 Coca-Cola Company, 47th Anniversary of Joseph W. Jones, 1982

BV5 Coca-Cola Company, Board of Directors reception and dinner, 1983

BV6 Coca-Cola Company, 50th Anniversary of Joseph W. Jones, 1985

BV7 Cody County, Wyoming, 1985

BV8 Coca-Cola Company, Joseph W. Jones retirement dinner, 1986

BV9 Cody County, Wyoming, 1986

BV10 Cody County, Wyoming, 1989

BV11 Cody County, Wyoming, 1990

BV12 Jones, Joseph W., undated

BV13 Woodruff, Robert W., dinner party, undated

BV14 Woodruff, Robert W., unidentified event, undated

Series 5
Audiovisual, 1982-2000
Box 81

Scope and Content Note

This series consists of audio and video recordings collected by Joseph W. Jones. The audio recordings include recordings of memorials for Robert W. Woodruff after his death in 1985. The video recordings contains tributes to Joseph W. Jones as well as recordings that document the 1996 Olympic torch relay at Ichauway Plantation in Baker County, Georgia.

Arrangement Note

Arranged by format.

Audio recordings

Box	Folder	Content
81		Eisenhower, Dwight D., "A Salute to Gen. Dwight D. Eisenhower and Mrs. Eisenhower for their Golden Wedding Anniversary, Personal Tributes by Bob Hope," 1966, phonograph record
81		Elliott, Charlie, "Memorial Service," May 6, 2000, audio cassette
81		Hudson, Eugene "Frog," Ichauway Plantation, audio cassette
81		Stone, John, "The Whiteside Lectures in Preaching. Bearings: Meditations on Love," February 11, 1992, audio cassette
81		Woodruff, Robert W., "In Memoriam," Emory University, March 11, 1985, audio cassette
81		Woodruff, Robert W., "An Ichauway Memorial," March 17, 1985, audio cassette
81		Woodruff, Robert W., "An Ichauway Memorial," Rev. Walter Flint, March 17, 1985, audio cassette

Video recordings

81		"A Reflection of the West," VHS
81		"Discover Your Place in the West," VHS
81		Goldey-Beacom College, "Centennial Convocation," VHS
81		Goldey-Beacom College, "Joseph West Jones College Center Reception/ Dedication," May 29, 1992, VHS
81		Ichauway [Plantation], "Olympic Torch Relay and Festivities," 1996, VHS
81		Ichauway [Plantation], "Olympic Torch Relay and Festivities," 1996, VHS
81		Ichauway Plantation, Olympic Torch Relay, "Power of the Dream," 1996, VHS
81		Ichauway [Plantation] Quail Hunt, VHS
81		Jones, Joseph W., [The Coca-Cola Company] Tribute, January 26, 1982, Betamax
81		Jones, Joseph W., The Coca-Cola Company Tribute, January 26, 1982, Betamax
81		Jones, Joseph W., [The Coca-Cola Company] Tribute, January 26, 1982, VHS
81		Jones, Joseph W., "Ichauway [Plantation] Tributes," DVD

- 81 Jones, Joseph W., "Ichauway [Plantation] Tributes," VHS
 - 81 Jones, Joseph W., "Portrait Unveiling," VHS
 - 81 Joseph W. Jones Ecological Research Center [at Ichauway], Dedication, April 30, 1996, VHS
 - 81 Joseph W. Jones Ecological Research Center at Ichauway, Dedication, April 30, 1996, VHS
 - 81 Joseph W. Jones Ecological Research Center at Ichauway, Groundbreaking, February 29, 1995, VHS
 - 81 Menaboni, Athos "Artist as Naturalist," VHS
 - 81 "Prince of Game Birds: The Bobwhite Quail," VHS
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