

Normile, John  
Iowa

Marked by  
Recd.

### Application for Membership

Sept. 29, 19 25

To the Secretary of the American Institute of Architects,  
The Octagon House, Washington, D. C.

SIR:

I hereby apply for Membership in the American Institute of Architects.

I hereby certify that the following statements are correct:

Name John Normile

Address 822 Hubbell Bldg. Des Moines Iowa  
[Number and Street.] [City.] [State.]

Place and date of birth Bloomington, Illinois - January 9, 1896

Graduate in architecture.....  
[If required in your case, give name of institutions and year.—Attach evidence of Diploma or Certificate of graduation]

Holder of Scholarship in architecture.....  
[If required in your case, attach evidence.]

Passed the qualifying examinations of the Royal Institute of British Architects, or the examinations for the  
first class of the Ecolè des Beaux Arts.....  
[If required in your case, state which, and attach evidence of Certificate.]

If an Associate of a Chapter of the Institute, give name of chapter.....

If practicing architect, firm name John Normile, Architect

Have been in practice One year two months

If draughtsman, employed by.....  
[State number of years.]

Collegiate and office training University of Illinois, two years; A. E. F. Archi-  
tectural School, Paris, France, six months; draftsman, three years;  
superintendent, two years; chief draftsman, three years.

I have carefully examined the Constitution and By-Laws of the Institute and the "Circular of Advice Relative to Principles of Professional Practice and Canons of Ethics," and I agree, if elected, honorably to maintain them.

I further agree, if elected to membership in the American Institute of Architects, that if at any time my membership shall cease, either by my own resignation or by any action taken by the Institute, I will then, by that fact, relinquish all rights of any character that I may have acquired by reason of such membership in the property, real or personal, of the American Institute of Architects, and of the Chapter of the Institute of which I am then a member.

John Normile  
[Signature of Applicant.]

I hereby certify that the signer of this application was duly elected an Associate of the.....  
[For use when the applicant is an Associate.]

Chapter, A. I. A., on the following date.....  
[Insert date of election to chapter.]

.....Secretary.  
.....Chapter, A. I. A.

We, the undersigned members of the American Institute of Architects, have carefully examined the foregoing statement and believe it to be correct. We know the applicant personally, and consider that his work and practice warrant his admission to Membership.

Stamp: Ed #55 1925  
must send

- (1) Davidfoot Rawson & Louers by H. O. Rawson
- (2) M. J. Jorson
- (3) W. H. Brown

[The signatures of three Institute members are here required unless the applicant has the unanimous endorsement of his Chapter, in which case certification to that effect should be made above by the Secretary. Unanimous endorsement is that endorsement in which each Institute member of the Chapter had an opportunity to express himself by letter ballot either for or against the member proposed, and in which there are no negative votes. No other form of unanimous endorsement will be accepted.]

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

COPY

October 5, 1925.

Dear Mr. Normile:-

Permit me to acknowledge with gratification, and on behalf of the Secretary, your application for membership in the American Institute of Architects, received by reference from Mr. W. J. Brown, Secretary of the Iowa Chapter.

In order that your application may be acted upon at the earliest possible moment it is hoped that you will send promptly the customary routine exhibits.

These should consist of working drawings and photographs of two executed buildings which need not be specially prepared, may be taken from your office files, and will be carefully returned later.

Acknowledgment is hereby made of your remittance of \$5.00 to cover the Preliminary Fee.

Very truly yours,

Executive Secretary.

Mr. John Normile,  
822 Hubbell Building,  
Des Moines, Iowa.

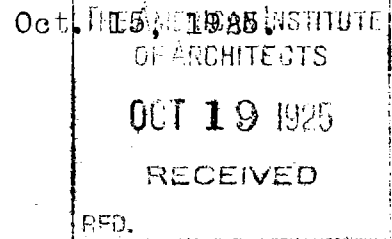
K:VB

**JOHN NORMILE**

**ARCHITECT**

**822 Hubbell Bldg.**

**DES MOINES, IOWA**



American Institute of Architects,  
Washington D.C.

Attention: Executive Secretary.

Dear Sir:

I am in receipt of your communication of Oct. 5, containing information as to the exhibits of my work necessary in presenting my application for membership in the institute. In accordance with these instructions, I am forwarding under separate cover, blue prints of the working drawings for Sacred Heart church, Newton, Iowa, and photograph of the construction taken several days ago. Also, I include working drawings for a residence on Woods drive for Chamberlain and Kirk, with the photograph of the completed house, and a photograph of a second residence, with working drawings for the same client.

I trust that these exhibits will be sufficient. If not, I will be glad to furnish further material.

Thanking you for your prompt action on my application, I am

Very truly yours,

*John Normile*

JNhm

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

COPY

December 5, 1925.

Dear Mr. Normile:-

Acting for the Secretary, I am pleased to advise you of your election to membership in the American Institute of Architects, effective December 5, 1925.

You have been assigned to the Iowa Chapter as an Institute member in good standing therein, and the Secretary of the Chapter has been so notified.

As of interest, we are sending to you herewith a copy each of the current Annuary and the Proceedings of the Convention held in New York last April.

May I take this opportunity to say that the office of the Secretary at the Octagon is for the service of every Institute member. Should the occasion arise we shall be glad to give you our best cooperation.

Very truly yours,

Executive Secretary.

Mr. John Normile,  
822 Hubbell Building,  
Des Moines, Iowa.

K-G  
Enc.

COPY TO

FILES    PRESIDENT    SECRETARY    TREASURER

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

COPY

February 7, 1929

Dear Mr. Normile:

It is with regret that we write to advise you of the termination of your membership in the American Institute of Architects, and in the Iowa Chapter, effective December 31, 1928.

This action results from the operation of the By-Laws of the Institute which, in 1928, required that the membership of the member who owed for more than one year be terminated, after due notice.

The By-Laws now in effect - as changed at the last Convention - give but one year for the payment of dues, because the Institute has found that it cannot carry on its activities without prompt payment by every member.

If you will permit, we wish to say that the Treasurer, and the Officers of the Institute exceedingly regret to lose your membership for financial reasons. They hope that at some future date you will reconsider, and decide to again affiliate with the American Institute of Architects and the Chapter in your community.

By direction of the Secretary.

Sincerely yours,

Executive Secretary.

Mr. John Normile,  
204 Hubbell Bldg.,  
Des Moines, Iowa.

K-s

Fals

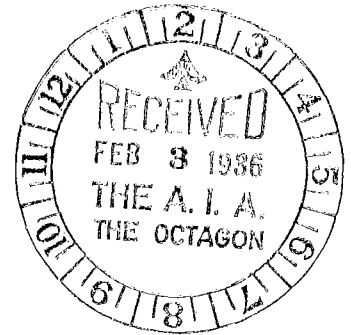
Mr. Normile was dropped for non pay't. dues Dec. 1928  
and reinstated 5/19/30.  
Owes \$25.00 for 1932 dues. Paid 1931 dues last ~~month~~ February. (3/1/32)  
Lmg

JOHN NORMILE

ARCHITECT

HUBBELL BUILDING DES MOINES, IOWA

January 31, 1936



Dear Sir:

Herewith is my check in the amount of \$15 for dues as per your recent statement.

Sincerely yours,

*John Normile*

John Normile, A.I.A.  
aj

Secretary, American Institute of Architects  
Octagon House  
Washington, D. C.

*7/3/36 ✓*  
*of full to 12-31-35*

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2-2  
COPY

July 15, 1946

Dear Mr. Normile:

This is to acknowledge with thanks your check in the amount of \$25.00 dated July 9, 1946, which was sent in payment of your membership dues for 1946.

We are returning your check herewith, because we have just received word from The Meredith Publishing Company that their check which was mailed to The Institute on April 17, 1946 was intended to pay your Institute dues.

Yours truly,

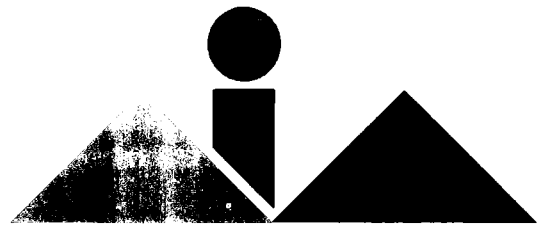
Assistant Treasurer

K:Man

Mr. John Normile  
c/o Meredith Publishing Company  
1716 Locust Street  
Des Moines 3, Iowa

Encl. 1





Iowa Chapter, American Institute of Architects

February 16, 1968

Miss Maureen Marx  
Membership Department  
American Institute of Architects  
1735 New York Avenue N. W.  
Washington, D. C. 20006

Dear Maureen:

We have an oral application for Emeritus membership of Mr. John Normile.

Our sketchy files indicate that he first became a member of the Chapter on June 1, 1926, although there was a period from December 31, 1928, to May 19, 1930, during which he was not an Institute member for non-payment of dues.

He plans to continue in practice, and I believe I was correct when I told him this would not affect his eligibility for Emeritus membership.

Would you send him the necessary forms and check if there is any hitch in his eligibility.

Cordially,

Julian B. Serrill  
Executive Director

JBS:js

*elec. 1925  
term. 1928  
reinv. 1930*

*pd 67*

*420 Hubbell Bldg.  
Des Moines, Iowa 50309*

*age 72*

Telephone 515 - 244-7502  
401 Savings and Loan Building • Des Moines, Iowa 50309

*2/19/68*

THE AMERICAN INSTITUTE OF ARCHITECTS

The Octagon • 1735 New York Avenue, N. W. • Washington 6, D. C. • EXecutive 3-7050

February 26, 1968

Mr. John Normile, AIA  
420 Hubbell Bldg.  
Des Moines, Iowa 50309

Dear Mr. Normile:

At the request of Julian B. Serrill, we are pleased to enclose, herewith, an application for membership emeritus, for which you are eligible.

Please fill in the form, sign and return it to this office.

Sincerely yours,

Maureen Marx, Manager  
Membership Procedures

cc: Julian Serrill

Dear Julian: He's eligible; no hitches....  
We assume he's in good standing  
with the chapter.

Maureen



THE AMERICAN INSTITUTE OF ARCHITECTS

Application for Membership Emeritus

TO BOARD OF DIRECTORS,  
THE AMERICAN INSTITUTE OF ARCHITECTS:

I wish to apply for Membership Emeritus in The Institute for the following reasons:

*Check the appropriate reason*

- I am more than 70 years of age.
- I am 65 years of age, retired, and not engaged in the practice of architecture.
- I am unable to engage in the practice of architecture.

I have been in good standing in The Institute and the Iowa chapter for 15 successive years or more immediately preceding the date of this application.

Date 4-1 1968

John Coriand  
(APPLICANT'S FULL SIGNATURE IN INK)

The applicant may supplement the above reasons in writing below or on sheets which he shall attach to this application. Under exceptional conditions and circumstances, The Board of Directors may lessen the period of good standing but not the requirements as checked above.

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4/3/68



THE AMERICAN INSTITUTE OF ARCHITECTS

1735 NEW YORK AVENUE, N.W. • WASHINGTON, D. C. 20006 • (202) 393-7050

MESSAGE

REPLY

TO Mr. Julian B Serrill, Exec.-Secty.  
Iowa Chapter, AIA  
401 Savings & Loan Building  
Des Moines, Iowa 50309

DATE

DATE April 4, 1968

Dear Julian:

We have received the application for  
Membership Emeritus for Mr. John Normile  
which is in order and will be presented to  
the Secretary of AIA for final consideration  
as soon as we are advised of his chapter  
standing.

Maureen Marx, Manager  
Membership Procedures

*M. Marx, s*

SIGNED

DETACH AND FILE FOR FOLLOW-UP

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Iowa Chapter, American Institute of Architects

September 9, 1968

Maureen Marx, Manager  
Membership Procedures  
The American Institute of Architects  
1735 New York Avenue N. W.  
Washington, D. C. 20006

Re: Application of John Normile for Emeritus Membership

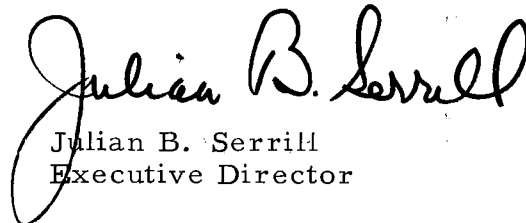
Dear Maureen:

This file got buried when we moved our office to 621 Savings and Loan Building.

The applicant called this morning, and we turned the office upside down and found that you had properly advised us on April 4 that you were waiting for our letter as to his current standing, which we are just now answering.

Mr. Normile has been waiting to pay his Chapter dues until he receives word on his application for Emeritus membership. We advised him this morning that a check for half of his 1968 Chapter dues would place him in a current condition. We are sure this will be forthcoming, and you may accept this letter as notification that he is in good standing with the Iowa Chapter.

Cordially,

  
Julian B. Serrill  
Executive Director

JBS:js

Telephone 515 - 244-7502  
401 Savings and Loan Building • Des Moines, Iowa 50309

# THE AMERICAN INSTITUTE OF ARCHITECTS

The Octagon • 1735 New York Avenue, N.W. • Washington, D. C. 20006 • EXecutive 3-7050

September 20, 1968

Mr. John Normile, AIA  
Hubbell Building  
Des Moines, Iowa

Dear Mr. Normile:

It gives me pleasure to inform you that I have authorized your election as a Member Emeritus of The Institute as of January 1, 1968.

The Treasurer's Office of The Institute and your component organization are being directed to adjust the records accordingly.

On behalf of the Officers and Board of Directors, I wish to take this opportunity to express my great appreciation for your support, throughout your many years of membership, of the work and projects undertaken by The Institute and its components for the cause of better architecture.

We hope that your interest in The Institute and Chapter will continue, even though you have now been relieved of all dues payments.

With best wishes,

Sincerely yours,

Preston M. Bolton, FAIA

Valley National Bank  
Des Moines, Iowa 50304

August 16, 1985

AUG 26 1985

Architecture  
Circulation Department  
1735 New York Ave., N.W.  
Washington, D.C. 20006

Re: John Normile  
#5704309

D/9  
8/29/85

Customer Service:

This is to inform you that subscriber, John Normile, died on July 17, 1985. Valley National Bank has been appointed Executor.

As Executor, we request cancellation of his subscription with you, and should any refund be due, please forward to:

John Normile Estate  
Valley National Bank  
PO Box 906  
Des Moines, Iowa 50304

Should you have any questions, please contact me at (515) 245-6233.

Yours truly,



Jan Milroy  
Asst. Trust Administrator