

Application for Membership

January 10, 1931

To the Secretary of The American Institute of Architects.

I hereby apply for Membership in The American Institute of Architects, and certify that the following statements are correct:

Name: William McLeish Dunbar

Address: White Hall Ithaca New York

Place and date of birth: Cleveland Ohio November 12, 1895

Graduate in architecture: Cornell University 1921

Holder of Scholarship in architecture: [If required in your case, attach evidence (or photostatic copy.)]

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

If your State has a Registration or License Law and you are not registered, state reasons: Not practicing

If practicing architect, firm name:

Have been in practice: 5 years. If draughtsman, employed by: Moller and Meigs, one year

Collegiate and office training: 5 yrs. undergraduate work at Cornell. 5 yrs. as Asst. Prof. of Architecture.

I have carefully examined the Constitution and By-Laws of the Institute and the circular of advice relative to "Principles of Professional Practice," 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.

(1) William McLeish Dunbar [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.] (2) [Signature of the Secretary of the chapter.]

If the applicant is not an Associate, the following acknowledgment must be signed:

Without endorsement I hereby take note on behalf of my chapter that this applicant is applying for Institute membership (3) [Signature of President or Secretary of Chapter to which the applicant will be assigned if elected.]

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

Registration or License Number. (Essential if Registered)

(4) [Signature] (5) Charles G. Martin (6) Albert Brockway

It is not mandatory that applicants from Registration or License law states be registered or licensed. But the current number of Registration or License must appear here if the applicant is registered or licensed.

[The signatures of three Institute members are here required even if 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 applicant proposed, and in which there were no negative votes. No other form of unanimous endorsement will be accepted.]

(7) _____ NUMBER

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COLLEGE OF ARCHITECTURE
CORNELL UNIVERSITY
ITHACA, NEW YORK



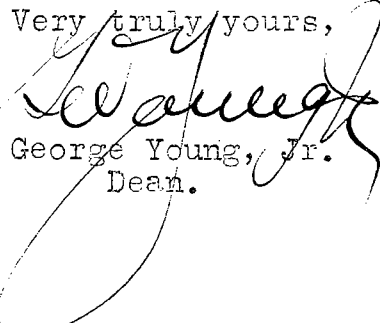
January 10, 1931

The American Institute of
Architects
The Octagon
1741 New York Avenue
Washington, D. C.

Gentlemen:

This is to certify that Mr. William
McLeish Dunbar was graduated from this
College, with the degree of Bachelor of
Architecture in June 1921.

Very truly yours,


George Young, Jr.
Dean.

GY:VC

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

COPY

March 7, 1931.

Dear Mr. Dunbar:

Acting for the Secretary, I am pleased to advise you of your election to membership in The American Institute of Architects, effective March 7, 1931.

You have been assigned to the Central New York Chapter as an Institute Member in good standing therein, and the Secretary of the Chapter has been so advised.

A Membership Card for 1931 is enclosed herewith.

An engrossed Certificate of Membership in The American Institute of Architects will be sent to you in due course.

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.

Cordially yours,

Executive Secretary.

Mr. William McLeish Dunbar,
White Hall,
Ithaca, New York.

K+b

end.

THE UNIVERSITY OF NEW MEXICO
THE COLLEGE OF FINE ARTS
ALBUQUERQUE

THE AMERICAN
INSTITUTE OF ARCHITECTS
1940 JAN -2 AM 9:55
WASHINGTON, D. C.

OFFICE OF THE DEAN

December 28, 1939

Dear Mr. Fugard:

Being in California, on leave from Cornell, your letter of December 7th, addressed to Ithaca, has only just reached me. The Institute notice, which you mention, stating that I should be suspended at the end of the year, due to non-payment of dues, I did not receive.

Thank you very much for the second notice and its friendly tone.

I am enclosing my belated check with apologies for all the trouble its collection has caused.

Briefly, I should like to explain my connection with the profession and enquire as to what you may be able to do to ease the expense of membership in my case. I am a teacher and for nearly fifteen years, I believe, have belonged to the Institute because I so much admire its objectives and wished to help in my small way by yearly dues. However, due to the somewhat

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MAILED
DEC 28 1939
OFFICE OF THE DEAN

23 Jan 1939
2 Jan 1940

isolated localities in which I have lived I have been to only
five chapter meetings in the fifteen years. For 1940 my
friend chapter, Central New York, has expunged me from chapter
dues, for I shall spend most of the time in Albuquerque, New
Mexico, quite out of touch with architecture. May I
trouble you to write to me at the address on this note
paper?

Sincerely yours,

Wm M L Dunbar

To Mr John R. Fugard
Treasurer, A.I.A.
Washington

2-3

Dunbar

THE AMERICAN INSTITUTE OF ARCHITECTS

1741 New York Avenue, N. W.

Washington, D. C.

THE OCTAGON

Inter-Office Communication

January 9, 1940

Memorandum for the Office:

Please note the following temporary change of address:

William McLeish Dunbar
The University of New Mexico
The College of Fine Arts
Albuquerque, New Mexico

[Handwritten signature]

K/fs

Executive Secretary

*Noted
Dunbar
LF
FS
FIG
DHC
MSD
RW*

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

COPY

File

January 10, 1940

Dear Mr. Dunbar:

Your letter of December 28 to The Treasurer, Mr. Fugard, came to hand on January 2. This will acknowledge and thank you for your remittance of \$25.00, which paid Institute dues in full for the year 1939 and gives you a credit of \$2.00 for 1940.

Unfortunately, The Institute has no chapter in New Mexico and you are indeed isolated in that respect.

There is no way we know of under the By-laws of The Institute to reduce or remit the annual dues to the parent body.

Of course, The Board of Directors can remit annual dues for a given year, provided the circumstances so warrant. Usually such action is taken in cases of illness or other serious misfortune.

We hope that you will find your contact with the national body of sufficient inspiration and value to justify the continuation of your membership.

Please call on us here at The Octagon for any service you think we might be able to render here in Washington should the occasion arise.

We are sending your letter to Mr. Fugard so he will know the circumstances.

Sincerely yours,

Executive Secretary

Mr. William McL. Dunbar, A.I.A.
The University of New Mexico
The College of Fine Arts
Albuquerque, New Mexico

ECK:FS

COPY TO
FILES PRESIDENT SECRETARY TREASURER

Dunbar

7/5/40

THE UNIVERSITY OF NEW MEXICO
ALBUQUERQUE

THE AMERICAN
INSTITUTE OF ARCHITECTS

1940 JAN 22 AM 9:51

WASHINGTON, D. C.

COLLEGE OF FINE ARTS

file

January 16, 1940

Mr. Edward C. Kemper
Executive Secretary
The American Institute of Architects
The Octagon, 1741 New York Avenue
Washington, D. C.

Dear Mr. Kemper:

Thank you for your letter in reply to my request for remittance of 1940 dues.

As this is not a case of illness or serious misfortune I assume that I should not address the Board of Directors. This letter is merely in acknowledgment of yours of January 10.

Referring to a paragraph of your letter, I hope you will not think me blunt and unappreciative if I say that I have regarded my membership in the Institute as a minuscule contribution to its work; I have not looked for value in return. Although the inspiration of which you write may not be particularly direct here in New Mexico, my interest continues and I hope to be able to keep up my membership. This year, because of unusual expenses—particularly because of a move across continent and responsibilities in two places—it is not exactly easy to meet all calls,—hence my previous letter and its request.

Thank you again for your courteous reply.

Sincerely yours,

Wm. McL. Dunbar

Wm. McL. Dunbar, Dean
College of Fine Arts

WMcLD:km

Dated May 21, 19 48
Received May 24, 19 48
Granted January 14, 1949.

MEMBERSHIP NO 6237



THE AMERICAN INSTITUTE OF ARCHITECTS

READMISSION TO
APPLICATION FOR MEMBERSHIP

RECORD OF THE SECRETARY OF THE INSTITUTE

- A Name of applicant William McLeish Dunbar Chapter Cincinnati
- B Address of applicant Head, Dept. of Arch., School of Fine Arts, Miami Univ.,
Oxford, Ohio
- C Applicant proposed by _____ and _____
- D Application received with check for \$ 70.00 on _____ May 24, 19 48.
- E Application returned for correction (Wrote C.N.Y. Chap. re: past dues) May 26, 19 48.
- F Application in due order on _____ January 5, 19 49.
- Record of registration, Form S39, Sent (Ohio) May 25, 19 48 Received June 1, 19 48
(Not registered)
- G Notices sent to chapter executive committee:
 - (a) Form S11, reasonable time ending on _____ June 26, 19 48, on May 26, 19 48.
 - (b) Form S12, 30-day extension ending on _____ August 12, 19 48 on July 12 19 48.
- H Acknowledgments to applicant, proposers, and chapter on _____ May 26, 19 48.
- I Certified resolution of chapter executive committee recommending admission
or that application be denied received on _____ 19 .
- J No report from chapter executive committee on _____ August 12, 19 48.
- K Application sent to The Board of Examiners on _____ January 5, 19 49.
- L The Board of Examiners reported on application on _____ January 5, 19 49.
- M Applicant was admitted on _____ January 14, 19 49.
- N Notice and certificate to applicant and notice of assignment to chapter and letter
to proposers on _____ January 14, 19 49.
- O Notice of denial of application to chapter and applicant and \$ _____
returned to applicant on _____ 19 .

CERTIFICATION OF ELECTION AND ASSIGNMENT

I, Secretary of The American Institute of Architects, hereby certify that, under authority vested in me by The Board of Directors, I have this day duly elected

William McLeish Dunbar

to membership in The Institute, and hereby declare him to be a corporate member of The Institute and assign him to membership in the Cincinnati Chapter.

Date January 14, 19 49

Secretary

(a)

In due order
January 5, 1949
W. H. ...

SCHOOL OF FINE ARTS
MIAMI UNIVERSITY
OXFORD, OHIO

DEPARTMENT OF ARCHITECTURE

6237
THE AMERICAN
INSTITUTE OF ARCHITECTS
1948 MAY 24 AM 9:35
May 21, 1948
WASHINGTON, D. C.

The Secretary
The American Institute of Architects
1741 New York Avenue, N.W.
Washington 6, D. C.

Dear Sir:

During the war years, disruptive conditions of a personal sort led to the termination of my corporate membership in the Institute. This was on December 31, 1942. I am writing to apply for readmission, and I request to be assigned to the Cincinnati Chapter, since I now live nearby in Oxford, Ohio.

My former chapter was Central New York. Doubtless I must procure a statement from that chapter that my accounts with them are not in arrears; therefore I am arranging for their treasurer to write you directly if this is the case. I do this so that the statement will reach you without delay. I enclose in this letter a check for \$70, which, I expect, will be my indebtedness to the Institute if my application for readmission is accepted now. The \$70 comprises dues for the years 1941 and 1942 - \$40; admission fee - \$5; and dues for 1948 - \$25.

By acting directly in this way I fear that I presume. My aim is to save all possible time. This is in the hope that you may be willing and able to consider my application for readmission sufficiently in advance of the Salt Lake City convention so that I may attend it.

Sincerely yours,

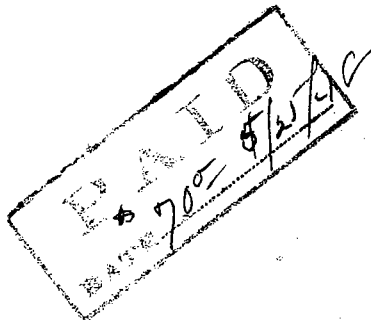
Wm. McLeish Dunbar

William McLeish Dunbar
Head, Department of Architecture

Terminated 12-31-42.

Owed for 1941-42 - \$40.00 C.N.Y. Chapter

WMD:ceb



THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

May 26, 1948

Dear Mr. Dunbar:

We are in receipt of your letter of May 21 requesting readmission to membership in The Institute and assignment to the Cincinnati Chapter, with your check for \$70.00 covering past dues, first year's dues in advance, and admission fee. Your desire to again become a member of The Institute is appreciated by The Board.

There is a certain amount of procedure that must be followed regarding all applications before election is completed. It is doubtful that your election will be complete by the time of the Salt Lake City Convention. However, this does not mean you are not eligible to attend the Convention. All are cordially invited. We are sending herewith a copy of our March Bulletin which gives full details regarding the arrangement to be made for the Convention. We will be looking forward to seeing you there.

Your application appears to be in due order and The Secretary will do everything he can to expedite its progress. You will be notified promptly of the result of The Board's action on your application.

Sincerely yours,

Executive Director

Mr. William McLeish Dunbar, Head
Department of Architecture
School of Fine Arts
Miami University
Oxford, Ohio

K/k
Enclosure

THE AMERICAN
INSTITUTE OF ARCHITECTS
MAY 32 AM 8:47
WASHINGTON, D. C.



THE AMERICAN
INSTITUTE OF ARCHITECTS
MAY 31 AM 11:35
WASHINGTON, D. C.



THE AMERICAN INSTITUTE OF ARCHITECTS
THE OCTAGON, WASHINGTON, D. C.
Office of The Secretary
RECORD OF REGISTRATION

OF

William McLeish Dunbar, Oxford, Ohio
(Name of Applicant)

SECRETARY,
BOARD OF ARCHITECTURAL EXAMINERS,
Columbus, Ohio
Address

Dear Sir:

The above named applicant for membership in The American Institute of Architects is an architect practicing in your state.

To qualify for such membership, an applicant, if resident in a state having registration or licensing laws for architects, must be registered or licensed by the state to practice architecture therein.

Will you please answer the following questions relating to the applicant's registration, to assist The Institute in determining his eligibility for membership? A duplicate of the form is enclosed for your files.

Date..... May 25, 19 48

W. C. Dwyer
Secretary

1. Is the applicant registered or licensed to practice architecture in your state? No (No record)
2. Was his registration or licensing by examination?.....or by exemption?.....
3. What was the scope of the examination?.....
4. What was the period of the examination?.....days. Written examination.....hours; Oral examination.....hours.
5. When examined, did applicant have a certificate from the National Council of Architectural Registration Boards?..... If so, give Certificate No.....
6. Date of last registration.....19..... Registration No..... If it current?.....

We have no record of this applicant.

R. C. Kempter
(Signature of Secretary of Board)
Executive Secretary

Date..... 5-27-48 19.....

Ohio State Bd. of Examiners of Archts.
(Name of Board)

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SCHOOL OF FINE ARTS
MIAMI UNIVERSITY
OXFORD, OHIO

DEPARTMENT OF ARCHITECTURE

THE AMERICAN
INSTITUTE OF ARCHITECTS
December 7, 1948 AM 9.46
WASHINGTON, D. C.

Dear Mr. Kemper:

You have never had an acknowledgment of the letter which you wrote to me on May 26, in answer to an enquiry from me concerning my affiliation with the Institute. I did not write to you again promptly because I expected that we would meet at the Salt Lake City convention, as you so pleasantly suggested. Instead of going to the Convention I had to go to the hospital, at the very last minute. This letter, then, is a belated thank-you for your letter and its cordial invitation.

Incidentally, I notified the Hotel Utah that I would not take up my room reservation with them, and I wrote to them later about this; however, I have not had a reply.

Your letter of May 26 noted that my check for \$70 for past dues, first year's dues in advance, and admission fee had been received. May I ask if I should do anything further about my request for readmission and assignment to the Cincinnati Chapter?

Sincerely yours,



William McLeish Dunbar, Head
Department of Architecture

Mr. Edward C. Kemper
Executive Director
The American Institute of Architects
1741 New York Avenue, N.W.
Washington 6, D.C.

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

COPY

Application

December 10, 1945

Dear Mr. Dunbar:

Your letter of December 7 is at hand today, inquiring about your request for readmission to membership in The Institute and its Cincinnati Chapter. I am sorry to learn that you have been in the hospital and hope by this time you are well on the road to recovery.

As stated in our letter to you, under date of May 26, there is a certain amount of procedure to be followed in processing applications for corporate membership. I find the reason for the delay in your case is as follows:

As you are a former member of The Institute assigned to the Central New York Chapter, it was necessary to write to that Chapter asking that they advise us whether or not you are indebted to it for past dues. A letter from the Secretary of the Central New York Chapter, received here on October 13, advised that it had been quite impossible to find any information concerning your membership, other than that you were a member at one time. They requested that we hold your application until a further check could be made.

In view of the lapse of time since that letter, it seems only fair to present your application to The Board of Examiners at its next meeting to be held here early in January. Therefore, you will be notified about the middle of January of action taken.

Sincerely yours,

Executive Director

Mr. William McLeish Dunbar, Head
Department of Architecture
School of Fine Arts
Miami University
Oxford, Ohio

K/k

cc to: Cincinnati Chapter - Secretary.

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

January 14, 1949

Dear Mr. Dunbar:

The Secretary is happy to inform you that your application for readmission to membership in The Institute was acted on favorably by The Board of Directors and that you were admitted to corporate membership in The Institute and assigned to membership in the Cincinnati Chapter, effective January 14, 1949. You will be a member of that Chapter, or of some other chapter if you later transfer thereto, until your membership in The Institute terminates.

The Board of Directors welcomes you again to membership in The Institute and The Secretary's office is at your service to the extent of its powers.

The policies and the activities of The Institute are developed largely from problems arising within the chapters. By taking an active part in your Chapter affairs, you will contribute to the advancement of the objects of The Institute and will increase the benefits to be derived from Institute membership.

We bespeak your active cooperation.

Sincerely yours,

Secretary

Mr. William McLeish Dunbar, A.I.A.
Head, Department of Architecture
School of Fine Arts
Miami University
Oxford, Ohio

CWD/kk
Enclosures

FRANK H. DUNBAR
3606 BAYVIEW ROAD
COCONUT GROVE, FLORIDA

Feb 16 1951

The American Institute of Architects
Washington D. C.

Gentlemen:

Your statement of dues
for 1951, for my brother William
McLeish Dunbar, has just been
forwarded to me.

<sup>My Feb
1951
dues</sup> My brother died here on Feb 3rd.
Will you please advise me what
should be done about his 1951
dues under these circumstances.
I will be guided by your advice.

I am enclosing a copy of
my brother's obituary notice. Will
you kindly see that it reaches
the proper hands.

Sincerely,

Frank Dunbar

Dunbar, W.

(Obituary of William Mc Leish Dunbar)

Professor William Mc Leish Dunbar, Head of the Department of Architecture, Miami University, Oxford, Ohio, died February 3rd in Coconut Grove, Florida, at the home of his brother Frank Dunbar.

Professor Dunbar was born in Cleveland, Ohio and was a graduate of Cornell University. He served as Ensign in the First World War and following his discharge he followed the practice of Architecture for several years then returned to Cornell University as professor in the College of Architecture. He was later chosen by the Board of Scripps College at Pomona, California to ~~come there and~~ establish a new Department of Architecture, which he headed until called to the University of New Mexico as Dean of the Department of Fine Arts. He resigned this position at the beginning of the last war when he returned to the Navy to become hospital architect in the Bureau of Yards and Docks. With the end of the war he became Head of the Department of Architecture at Miami University, Oxford, Ohio, holding this position until his death.

He was a member of the following organizations:

- The Episcopal Church
- The American Institute of Architects
- The Archeological Society of America
- Society of Architectural Historians
- Gargoyle Society
- Society of Mayflower Descendants
- Delta Phi Delta and Phi Delta Theta

He was a writer for such publications as:

- The American Architect
- The Architectural Record
- Architectural Forum
- Modern Hospital
- House Beautiful
- House and Garden

In pursuit of his research in the History of Architecture he had travelled widely in most of the countries of Europe, all the States of this country and Mexico as well as Canada.

He was the son of William Reid and Nancy Mc Leish Dunbar and is survived by his two brothers, Frank Dunbar of Coconut Grove, Florida and Harold J. Dunbar of Cleveland, Ohio.