

Busy Career Women Receive Nation's "Hats Off"



A MOMENT OF RELAXATION . . . In every secretary's day there must come a few minutes of rest and relaxation. The girls at Columbia Steel Co. in Torrance have a freshly-painted and redecorated lounge in which to discuss problems of the day, have a cup of coffee, and talk over Saturday night dates or new ideas for their homes. Above, Mrs. Kathleen Axson, secretary to F. E. Brunner, assistant super-

intendent of industrial relations at Columbia, pours coffee for Mrs. Frances Clayton, secretary to G. W. Wegner, works metallurgist. Mrs. Penny Norris, the secretary of A. L. Chilman, works industrial engineer, runs a comb through her hair while Mrs. Thelma Mortenson gives a last-minute glance at herself in the mirror. Mrs. Mortenson is Works Engineer J. E. Ashworth's secretary. (Herald photo).

Secretaries Lauded in National Week

Salutes this week go to the secretaries of Torrance who, along with their career-sisters the country over, are being honored through National Secretaries Week.

The "Week" is officially sanctioned by the U. S. Department of Commerce, in recognition of the girl behind the man behind America's business.

Asked to describe just what a secretary does, one Torrance executive said, "She is the mainstay of any busy official. Not only does she add an extra pair of hands and an extra mind to the daily routine, but she takes care of a myriad of necessary details which would 'bog down' the executive."

There are approximately 1,600,000 typists in the United States today. Most of them want to be secretaries, and no wonder! It means the difference between a secretary's prestige and pay and being "one of the girls in the office."

Usually too, it means the difference between working WITH one man against working FOR three or four. Each year more and more attention is focused on the secretary.

Many secretaries are college graduates who have continued their schooling in a professional business course. These vary from several months, to several years.

As opposed to the stenographer or clerk-typist, the secretary is in an executive position. She must know almost as much about the business as her boss, must be able to deal with a great variety of people.

While stenographic jobs are used by many as a stepping stone to secretarial positions, others use the secretarial jobs as a means of gaining entrance into professional positions.

This is true particularly in the publishing field, where many magazine staff members got their start as secretaries to top members of the organization. It is true in advertising agencies as well, and in many others.

National Secretaries Week is a salute to girls from coast to coast for their professional skill and for the help they give their employers in the intelligent disposition of daily business problems. "Hats off!"



TAKE A LETTER, PLEASE . . . One of the many duties of a secretary is taking dictation from her employer, whether it be a letter to a business associate, an outline of a speech he must make, or an answer to a request about information concerning his product. Here Mrs. Myrtle Maier puts her shorthand to use taking a letter from her "boss," A. E. Thompson, manager of the Torrance General Petroleum refinery. Helpful in a secretary's work is a knowledge of the terminology used in whatever type of business she is associated with. Petroleum, like law or medicine, has many technical words and phrases not found in general conversation. (Herald photo).

The Social World

MARJIE MEYER—Editor

FESTIVE EVENING

Arrangements Completed for THS After-Graduation Party

Schedules of Torrance High School seniors are crowded with activities for the approaching weeks, with one of the highlights being the all-night after-graduation party which this year will take place at Hollywood Riviera Beach Club June 12.

Planned to include activities which will interest all members of the graduating class, the party is under the sponsorship and direction of Torrance High School PTA.

Seniors may dance from 10:30 until 2 a. m., or participate in games during these early hours of the festive event. Chess, ping pong, canasta and bridge tables will be set up for the teens not wishing to dance.

The film, "I was a Male War Bride", will be shown at 2 a. m., and a buffet breakfast will be served at 5:30. Throughout the evening the swimming pool will be open, with lifeguards standing by.

Graduates may attend the event either with or without dates, according to Mrs. Grover C. Van DeVenter, chairman of arrangements. Parents and teachers will serve as supervisors of the event.

The party, given this year for the second time, is financed solely through contributions by parents and various civic organizations. Persons still wishing to donate funds toward the event may take or send them to Charles E. Wallace, vice principal of Torrance High School.

CORSAGE COLOR

When ordering a corsage, remember that the flowers should match or contrast with the color of the gown to be worn. If the color is not known, send a corsage of white flowers.

PV COLLEGE ADDS TWO TO FACULTY

Palos Verdes College announced today the appointment of two new staff members for next year.

Miss Amie Gilbert has been named dean of women to fill a post which has remained vacant for two years. Miss Gilbert comes from Scottsbluff Junior College in Nebraska, where she has served as dean of women since the college was founded.

For the past 12 summers Miss Gilbert has conducted tours to Mexico and Europe, and will thus bring valuable experience to the Palos Verdes College travel program. She has had extensive work as debating and dramatic coach, and as an instructor in remedial reading. She will teach sociology and speech, coach dramatics, and work with remedial reading in addition to her dean's duties.

Miss Margaret Munro has been named women's resident counselor, succeeding Miss Claire Fulcher. Miss Munro, a graduate of Northwestern University, where she majored in psychology and testing, was president of her sorority, vice-president of the Associated Women Students, secretary of Panhellenic and a member of Mostar Board honorary.

Returning to Palos Verdes College next year will be Miss Ethel Watt, instructor in foreign languages and assistant librarian, and Arthur Adair.



THE LINE-UP . . . Secretaries and other employees of American-Standard enjoy lunch and coffee in the light and airy cafeteria on the company's grounds. While they haven't a great deal of time to linger over their cake and coffee, they still find time for conversation and daily chatter. Above, Mrs. Douglas P. Baldwin, who cashiers during the lunch

hour and also works as secretary to J. De Vico, rings up the payment of Miss Louise Cook, Mrs. Richard Welker and Mrs. George Blahnick, left to right. Miss Cook is secretary to H. W. Croeger and Mrs. Welker to J. C. Ruffer. Mrs. Blahnick is a receptionist in the PBX office. (Herald photo).

War Brides Plan Meeting For June 17

The newly organized War Brides Club has slated its next meeting for June 17 at 7:30 p.m. in the home of Mrs. Howard Bingham, 117 W. Claude St., Compton.

Composed of war brides in Torrance, Compton, Gardena and other cities in this area, the club met for the first time last Saturday evening in Compton Community Center. Both husbands and wives attended the organizational session.

Officers were elected at Saturday's meeting. Mrs. Bingham was chosen president, and Mrs. Ross Gentry will serve as vice president. Others elected were Mrs. Elmer Denney, social secretary; and Mrs. Earl Steinbrink, secretary-treasurer.

Torrance war brides desiring further information about the new club may call Mrs. Gentry at Menlo 9-1406.

President Given Party

Board members of Torrance Woman's Club honored their retiring president, Mrs. Benjamin W. Roberts, at an evening party and dinner Monday, reciprocating for the recent luncheon she hosted for them.

The women gathered first at the home of Mrs. M. N. Felker, 1010 Beech Ave., where they presented Mrs. Roberts with a corsage and a chafing dish. They then journeyed to the Manhattan Supper Club in Los Angeles for dinner and a fashion show.

Hostesses for the evening were Mrs. Felker, G. J. Derouin, Albert E. Ewalt, C. P. Olson, Raymond Rogers, J. E. Slaver, B. Taylor Whitney, Delbert J. Thomson, E. L. Snodgrass and Frances Hunn.

Neil Whitney To Take Bride In Afternoon

The Abbott Clinkscale home at 1451 El Prado will be the setting at 2 o'clock this afternoon for the marriage of Frances L. Dubsy and Neil T. Whitney.

Rev. Leonard Babcock will officiate at the nuptials, for which the bride has chosen a white organza afternoon-length gown, embellished with pink and blue. With it she will wear a white hat with pink flowers and white accessories. Her cascade bouquet will be fashioned of pale pink carnations, centered with a detachable corsage.

Miss Joanne L. Dubsy will serve as her sister's single attendant in a yellow nylon dress with yellow accessories. She will carry lavender sweet peas and pink carnations.

Robert Starks, a cousin of the groom, will be best man and his wife, Lillian, will preside over the guest book during the reception.

Recorded music for the ceremony is being arranged by Frank Schmidt, Mrs. Schmidt

WOMAN'S CLUB TO HAVE LUNCHEON INSTALLATION

Names on the roster of officials of Torrance Woman's Club will be changed Wednesday when the new slate is installed during a luncheon meeting in the clubhouse.

Mrs. Harry B. Underwood, first vice president of Los Angeles District, California Federation of Woman's Clubs, will serve as installing officer. She has selected "Wishing On a Star" as the theme of the ceremony.

Taking office will be Mrs. Albert E. Ewalt, president; Grover C. Van DeVenter, first vice president; Delbert J. Thomson, second vice president, and Lee A. McCoy, third vice president. Others will be Mrs. Kenneth D. Figgins, recording secretary; Gilbert J. Derouin, corresponding secretary; E. L. Snodgrass, Federation secretary; Herman L. Mitchell, treasurer; B. W. Roberts, auditor; J. Parke Monagan, parliamentarian; Joseph A. Eisenbrandt, reservation chairman; Raymond Rogers, ways and means chairman, and Miss Frances Dimitri, yearbook chairman.

The luncheon will begin at 12:30. Vocal solos and duets by Ann Flanagan, soprano, and Buddy Powers, baritone, are on the program being planned by Mrs. G. J. Derouin. Mary Lou Hutchison will provide accompaniment. The three musicians are Torrance High School students. Both decorations and food

Philharmonic Juniors Set Two Meetings

Techniques of illustration and color harmony and a talk by Leonardo de Lorenzo, one of the world's foremost flutists, are scheduled for two separate meetings of the Junior Philharmonic College Society of San Pedro.

Mrs. Henry L. Richeter of 3 Acacia Rd., Rolling Hills, will be hostess to the first meeting at 2:30 p. m. Sunday, June 8. Mrs. Richeter will display books she has illustrated and show the original drawings, all of which emphasize music.

The second meeting is slated for Friday, June 27, at 8 p. m. in the home of Miss Elsie Ross, society advisor 6276 Via Canada, Miraleste. During this session de Lorenzo, author of "My Complete Story of the Flute", will discuss his volume.

will carry out a Chinese motif according to Mrs. R. A. Bingham, decoration chairman.

Reservations for the luncheon should be made by tomorrow with Mrs. Delbert J. Thomson at 1785.

District VFW Women Elect Mabel Moore

Mabel Moore of Torrance Auxiliary 3251 to the Veterans of Foreign Wars was unanimously elected president of the Fourth District VFW Auxiliary Sunday when the district representatives met in Veterans Memorial Building, Inglewood.

Hilma Malin, also of the Torrance auxiliary, was appointed district banner bearer. The Inglewood women hosted a luncheon, served prior to the election. The convention is a quarterly affair.

Three new members were initiated into the Torrance auxiliary during its recent meeting. Added to the membership roster were the names of Augusta Hunt, Nellie Smith and Lou Williams.

Anne Warburton was welcomed from Honolulu, and Mary Ramsey, in Guam for the past 10 months with her husband, was also greeted by the assemblage.



SCENE SEEN IN SUGAR . . . Mrs. Meta C. Betts, cooking instructor for the evening adult education class at Torrance High School, shows young Gary Wayne Cashdollar the beautiful cake topping made by Mrs. Minnie Clough. Both cakes and separate decorations in a variety of pastel shades were on display at the high school Thursday evening. Mrs. Clough's garden scene was created from sugar cubes and frosting, tinted to match those found in natural gardens. (Herald photo).