



The Rolock Incorporated Company Records

COLLECTION, MS B62

DATE

1924 – 1984

CONTRIBUTOR

Fairfield Museum

ADMINISTRATIVE/BIOGRAPHICAL HISTORY ELEMENT

Rolock Incorporated, which manufactures woven wire mesh baskets and trays for industrial heat treating processes, and environmental monitoring devices, was founded in Southport in 1924 as the DeMattia Wire Works, Inc. The name Rolock, which was DeMattia's trademark, became the company name in 1929. The plant moved from its location on Station Street in Southport to King's Highway in Fairfield in the mid-1940s, where it still operates today.

SCOPE & CONTENT

The collection arrived in several three-ring binders along with loose photographs and a catalog with material inserted. Records in the binders were kept in their original order, except for the most recent minutes; the binder contents were divided between two folders. All thermofax and wet copies, as well as newspaper clippings, were copied onto acid-free paper and the originals destroyed. Photographs were kept with the collection, and were placed in archival sleeves.

Minutes of executive committee and board of directors meetings, and stockholder lists and dividend notices, 1924-1953, are arranged in Series A. Each folder is in reverse chronological order, as the records were kept originally. Minutes from 1924-1935 include financial statements; those from 1936-1946 include information on profit sharing and some legal documents; and those from 1949-1953 include additional information on profit sharing and retirement plans, a copy of the certificate of incorporation and amendments, ratio (production) reports, and mortgage information. The only financial records in the collection are audited financial statements, 1926, 1957, 1964-1966, 1994, organized chronologically in Series B.

Correspondence, drawings, plans and photographs found in a 1957 Rolock catalog evidently were used as evidence in a 1983 patent controversy (which Rolock won). The records in Series C date from 1957-1968, and 1983-1984. Oversized blueline drawings are stored in flat files.

Personnel records in Series D consist of a wage and salary survey, including job descriptions, conducted in 1953, and samples of the employee newsletter Rolock Roundup from 1954.

The final series encompasses advertising materials, including product catalogs, samples of advertising copy arranged according to publication, correspondence, photographs of the Rolock buildings, employees, and manufacturing processes, and newspaper articles, ca. 1945-1967.

ARRANGEMENT

Container list:

Series A. Minutes, 1924-1953. Box 1

Series B. Financial Records, 1926, 1957, 1964-1966, 1994. Box 2

Series C. Patent Records, 1957-1968, 1983-1984. Box 2

Series D. Personnel Records, 1953-1954. Box 2

Series E. Advertising, ca. 1945-1967. Box 2

Collection Contents

The Rolock Incorporated Company Records

Advertising

Newspaper Articles

Photographs of Buildings and Manufacturing

Photographs of Employees

Letters

Advertising Copy

Product Catalogs

Personnel Records

Wage and Salary Survey



Rolock Roundup

Patent Records

1957-1968, 1983-1984

Plans and Correspondence

1957-1968, 1983-1984

Photographs and Product Catalog

Financial Records

1926, 1957, 1964-1966, 1994

Audited Financial Statements

1926, 1957, 1964-1966, 1994

Minutes

1949-1951

1947-1948

1936-1946

1924-1935

1952-1953