Summary

Creator: New York Times Company

Title: New York Times Company records. Francis A. Cox papers

Date: 1954-1982

Size: 2.52 linear feet (6 boxes)


Conditions Governing Use: Copyright for documents created by New York Times Company principals and staff has been transferred to The New York Public Library.


Processing note: Compiled by Philip Heslip, 2013 The order and folder titles, which The Times archives staff imposed on the collection, have been maintained.

Related Materials:
Forms part of New York Times Company records

Creator History

Francis A. Cox (1913-1982) was a longtime financial officer and vice president of The New York Times Company.

A native of Manhattan, Cox graduated from New York University's School of Business Administration in
1935. He joined Haskins and Sells, a financial services company, as a tax auditor later that year. During World War II, Cox served on the Naval Reserve Navy Price Adjustment Board at offices in New York and Washington. He was discharged in 1946 with the rank of Lieutenant Commander and returned to Haskins and Sells.

Cox joined The Times in 1951 as an assistant to corporate secretary Godfrey N. Nelson. Cox was promoted to treasurer in 1954 and added the title and responsibilities of company secretary in 1963. Finally, he was named vice president of finance in 1967 and in this role oversaw all accounting, finance, and budgetary matters for the company. After 23 years at the paper, Cox resigned from The Times in early 1974. He died in 1982.


Custodial History

This collection was originally re-housed and organized in 1986 by The Times archives staff.

Scope and Content Note

The Francis A. Cox papers document Cox's tenure as secretary-treasurer (1963-1967) and vice president (1967-1973), with a small amount of treasurer records from the 1950s. The collection primarily consists of internal memoranda, legal documents, and financial records reflecting the workings of the treasury office. Files contain financial reports, expense accounts of executives and foreign correspondents, securities transactions, and pension and insurance records. Among the correspondents are Julius Ochs Adler, E. Clifton Daniel, Orvil E. Dryfoos, Herbert L. Matthews, and Arthur Hays Sulzberger. Incoming and copies of outgoing letters and memoranda are typically present. Additionally, the collection contains memoranda and reports by Peter M. Brown and other members of Cox's department. The papers feature Cox's appointment calendars for 1962 through 1973, and a few photographs of Cox and his daughter Carol.

The collection is divided into two series: I. People and II. Subjects. The People files consist of records pertaining to individuals, while the Subjects files contain items on specific topics and concerning departments and many of the paper's affiliate companies. Items germane to two or more people or subjects are often cross-referenced in the finding aid; documents related to specific issues are generally located in subject files rather than the people folders of those involved.

Many of Cox's reports, memoranda, and letters can be found in the collections of the publishers to whom he reported: Arthur Hays Sulzberger, Orvil Dryfoos, and Arthur Ochs Sulzberger, especially in their folders dealing with financial matters.

Key Terms

Genre/Physical Characteristic
Financial documents
Legal documents
Photographs
Tax records
Subjects
Newspaper publishing -- United States -- History -- 20th century

Names
Cox, Francis A., 1913-1982
Container List

I: People 1954-1971 (2 boxes)

This series is made up of files that contain items to, from, or concerning various individuals. Most people represented are affiliated with The New York Times, such as the publishers, executives, and staff members, particularly foreign correspondents. Files consist of interoffice memoranda regarding financial matters, including individual’s expenses, retirement accounts, vacation and disability expenses, and various tax issues. Cox, an experienced accountant, advised individuals at The Times on income tax, estate planning, and international tax issues. The series’ most substantial files are for publishers Arthur Hays Sulzberger, Orvil E. Dryfoos, and Arthur Ochs Sulzberger.

Files are arranged alphabetically by name. Entries without box and folder numbers cross-reference related material in other files. These files do not necessarily collect every letter, memorandum, or document related to the individual; subject files should also be consulted.

b. 1 f. 1  Adler, Julius Ochs (Maj. Gen.) 1955
Memoranda about a salary advance, expense accounts, and funeral expenses
See also: Will and Estate of Julius Ochs Adler

b. 1 f. 2  Adler, Julius Ochs, Jr. 1956
Adler, Julius Ochs (Mrs.) (Barbara Stettheimer Adler)
See: Will and Estate of Julius Ochs Adler

b. 1 f. 3  Bancroft, Harding F. undated
Includes a biographical sketch, mimeographed copy of a speech by Bancroft entitled "Diplomatic Requirements of the United Nations"

b. 1 f. 4  Berger, Meyer 1959, 1961
Includes correspondence with the Internal Revenue Service about his 1958 income tax return (1961), and his obituary (1959)
Bernstein, Theodore M.
See: Editorial Policy

b. 1 f. 5  Birchall, Frederick T. 1955, 1958
Correspondence about the gift of his Pulitzer Prize medal to The Times, and about payments to his estate

b. 1 f. 6  Callender, Harold 1958

b. 1 f. 7  Cohen, Richard N. 1958, 1960-1968
Memoranda and letters about his and Mrs. Cohen’s trip to Scotland and France (1965); his service on The Times Board of Directors; insurance matters

b. 1 f. 8  Cross, Milton 1957

b. 1 f. 9  Daniel, E. Clifton 1966
Includes a copy of Daniel’s memorandum to Turner Catledge about his salary as managing editor and other compensation and a Times policy report on compensating senior executives

b. 1 f. 10  Davies, Clarence J., Jr. 1958

b. 1 f. 11  Downes, Olin 1955

b. 1 f. 12-13  Dryfoos, Orvil E. 1954-1964
Includes Arthur Ochs Sulzberger’s memorandum about Dryfoos’s health; obituaries (clippings); condolence notes and Cox’s replies; correspondence about Dryfoos’s estate and memorial gifts to Dartmouth College. Also present are travel itineraries, memoranda, and vouchers about his and Mrs. Dryfoos’s expenses and taxes

b. 1 f. 14  Dryfoos, Orvil E. (Mrs.) (Marian Sulzberger Dryfoos) 1956-1964
Includes clippings about her activities and roles at The Times; letters, memoranda, and other documents regarding special compensation given to her upon Orvil Dryfoos’s death (1963)
See also: Dryfoos, Orvil E.

b. 1 f. 15  Duffus, Robert L. 1962
Frankel, Max 1960
Memoranda about his tax problems in the USSR and his salary records while assigned to the Moscow Bureau from 1957 to 1960

Freedman, Emanuel R. 1970

Havas, Zoltan J. 1959

Holmberg, William A., Jr. 1963

Katzander, Howard L. (Mrs.) (Barbara Adler Katzander) 1963
Leigh, Douglas, Inc.
See: Buildings

Little, Arthur D., Inc. 1958

MacCormac, John 1958

Matthews, Herbert L. 1954-1968

McCormick, Anne O'Hare (Mrs. Francis J. McCormick) 1955-1956

Merz, Charles 1955-1963

Middleton, Drew 1955-1964

O'Neil, Raymond B. 1960

Roosevelt, Theodore (Pres.) 1958
Correspondence about the centennial observance of his birth

Rusk, Howard A. (Dr.) 1957

Sullivan, Walter 1959

Sulzberger, Arthur Hays 1955-1968
Includes a copy of Sulzberger's statement on his retirement as Publisher; letters and financial documents regarding Sulzberger's chairman of the board responsibilities

Sulzberger, Arthur Hays (Mrs.) (Iphigene Ochs Sulzberger) 1955-1969

Sulzberger, Arthur Ochs 1956-1971
Includes correspondence concerning Geoffrey Hellman's proposed New Yorker profile of Sulzberger; personal notes and letters between Sulzberger and Cox; bills and memoranda, including about automobile and other business expenses

Sulzberger, Cyrus L. 1955-1968
Includes pay vouchers for Magazine and Book Review articles (1960-1963)

Walz, Jay 1961

Weinstock, Harry H. 1955, 1960

Welsh, Madison F. 1955

White, William S. 1955

II: Subjects 1954-1982 (4 boxes)

This series is made up of alphabetical subject files that are organized (and titled) by topical keyword, document type, department and section name, and corporation name. These files contain letters, memoranda, legal documents, and financial records, related to Cox's accounting responsibilities and the financial affairs of The Times. Included are records of stock transactions, annual financial reports, and files concerning staff and labor relations. The files also document many of The Times' subsidiary companies and properties. Present are Cox's daily calendars (labeled Diaries) spanning 1962 to 1973, which record dates of Cox's board and committee meetings, appointments, deadlines, and social and work events. Cox or his secretary clipped phone messages, invitations, memoranda, and notes pertaining to specific appointments to the appropriate pages.

Files are arranged alphabetically by file title. Entries without box and folder numbers cross-reference related material in other files.

Advertising 1956, 1963
II: Subjects (cont.)

b. 3 f. 2  Alco Gravure Company 1956

b. 3 f. 3  Annual Reports 1963
Memoranda about the 1962 draft report
See also: Litigation

Awards (to The Times and/or Staff Members)
See: McCormick, Anne O'Hare (Mrs. Francis J. McCormick)

b. 3 f. 4  Biography
Includes excerpts from the minutes of The Times Board of Directors containing resolutions
about Cox’s election as treasurer (1954), secretary-treasurer (1963), and vice president for
finance (1967)
See also: Obituaries

b. 3 f. 5-7  Buildings 1958-1962
Includes correspondence, memoranda, and financial reports on costs, values, purchases,
mortgages, and operating expenses for many Times properties, including the 43rd Street
building and Times Tower

Chattanooga Times Finances
See: Will and Estate of Julius Ochs Adler

b. 3 f. 8  Chicago, University of 1971
Dartmouth College
See: Dryfoos, Orvil E.

Debentures
See: Finances of The New York Times

b. 5-6  Diaries (Calendars) 1962-1973

b. 3 f. 9  Directors of The New York Times: Board Meetings 1961, 1964
Memoranda about meeting procedures, schedules, and agenda, and a cartoon about meetings

b. 3 f. 10  Editorial Policy 1970
Copy of Theodore M. Bernstein’s report to Arthur Ochs Sulzberger on allegations that The
Times slants its news reports

Electric Light and Power
See: Buildings

Estate of Julius Ochs Adler
See: Will and Estate of Julius Ochs Adler

b. 3 f. 11-14  Finances of The New York Times 1954-1972
Includes annual reports from 1955 to 1970; comparative financial statements for 5-year, 10-
year, and other periods from 1935 to 1964; other memoranda concerning The Times’ finances
See also: Will and Estate of Julius Ochs Adler

b. 3 f. 15  Gaspesia Pulp and Paper Company, Ltd. 1963

b. 3 f. 16  General Accounting Department 1962, 1970
Includes memoranda by Ralph Bowman and Cox on staffing and reorganizing the Internal Audit
Department
See also: Staff—Executive Succession

Insurance
See: Cohen, Richard N.; Strike Insurance

Internal Auditing Department
See: General Accounting Department

b. 4 f. 1-2  J and J 67th Street Corporation 1956-1962
Includes a financial journal and ledger (1956-1957) and a photograph of the building
II: Subjects (cont.)

b. 4 f. 3 Labor Relations 1969
Includes Cox's memorandum to the Executive Committee offering a draft manifesto of The Times' labor relations policy
See also: Strike Insurance

Legal Matters
See: Buildings; J and J 67th Street Corporation; Litigation

Libel and Slander
See: Litigation

Lincoln Square Development Project
See: J and J 67th Street Corporation

b. 4 f. 4 Litigation 1963
Includes Lord Day and Lord's report on libel and other actions pending against The Times, prepared for The Times' annual report

Lord Day and Lord
See: Litigation

b. 4 f. 6 Miscellaneous Letters and Papers 1955-1960
See: New York Times Sales, Inc. 1962

b. 4 f. 7 New York Times S.A. (French Affiliate) 1963
Financial report summarizing net loss on the company's liquidation

b. 4 f. 8 New York Times Sales, Inc. 1962
Financial Report

b. 4 f. 9 Newspapers 1966
Text of Cox's speech to the President's Conference, Price Company Ltd., entitled "Observations on the Future of Newspapers"

b. 4 f. 10 Obituaries 1982
Obituary for Francis A. Cox

b. 4 f. 11 Pension Plans 1960-1962, 1971
Cox's reports to the Board of Directors on the operations of The New York Times Retirement Trust

b. 4 f. 12 Photographs undated
Cox's portraits and portraits of his daughter, Carol

b. 4 f. 13 Reynolds Metals Company 1956-1957
See: Staff, Executive Succession

b. 4 f. 14 Spruce Falls Power and Paper Company, Ltd. 1957-1973
Staff

b. 4 f. 15 Executive Compensation 1971
Cox's memorandum to A.O. Sulzberger outlining policies on which an executive compensation program should be based.

b. 4 f. 16 Executive Succession 1966
Cox's report to A. O. Sulzberger on candidates for succession in the secretary's and treasurer's offices and the general accounting department.

b. 4 f. 17 Foreign Correspondents 1955

b. 4 f. 18 Miscellaneous
Correspondence with or about staff members who do not have their own folders in the biographical segment. The papers are filed alphabetically by the staff members' names.

b. 4 f. 19 Salaries 1964
Memoranda on the salary administration program.

Stock of The New York Times
See: Finances of The New York Times; Will and Estate of Julius Ochs Adler
II: Subjects (cont.)

b. 4 f. 20 Strike Insurance 1963
   Includes a report on claims submitted by The Times spanning from 1937 to 1963.

Taxation
   See: Finances of The New York Times; Telephones

b. 4 f. 21 Telephones 1958

b. 4 f. 22 Time Inc. 1956

b. 4 f. 23 Times Facsimile Corporation 1955-1960

b. 4 f. 24 Treasurer's Office 1970
   Includes Cox's memorandum to Arthur Ochs Sulzberger on staffing
   See also: Staff, Executive Succession

b. 4 f. 25 Washington Bureau 1959

b. 4 f. 26 Will and Estate of Julius Ochs Adler 1955-1959
   Includes a printed copy of Adler's will and letters and memoranda about his stock holdings and
   the contents of his vault