



FINDING AID 530

FONDS 530
UNITED CHURCH OF CANADA COMMITTEE ON ARCHIVES AND HISTORY FONDS

UNITED CHURCH OF CANADA

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Accession Number 1999.005C
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Accession Number 2002.029C
Accession Number 2004.042C
Accession Number 2006.014C
Accession Number 2013.026C
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Prepared By Neil Semple, 1983

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Revised by Lea M. de la Paz, Feb. 2013

Updated by Amanda Zalken, June 2018

UNITED CHURCH OF CANADA COMMITTEE ON ARCHIVES AND HISTORY FONDS: 1886-2014. --8.6 m of textual records. --84.8 mb of digital photographs : 1 optical disc.

Upon formation of the United Church in 1925, a Historical Committee (whose name changed in 1932 to the Committee on Archives) was given responsibility to preserve the records of the Church, albeit with no provision for a repository or a permanent archivist. The Committee's role was strengthened in 1940 when Victoria University agreed to serve as the repository for the Church's records; in 1953 the first full-time Archivist-Historian was appointed. The Archives occupied various places on the Victoria campus; in 1972 the Central Archives moved into the former Birge-Carnegie Library, which had been renovated to house the Archives. The Committee continued its dual role of operating the Central Archives, and coordinating archival activities across the Church. In 1978 the name was changed to the Committee on Archives and History. The Committee remained a standing committee of the General Council and was accountable to the General Council for the co-ordination and promotion of archival and historical activity for the United Church and all its Conferences, and for policies affecting the same. The committee was composed of an appointed membership. As part of the remit implementations and restructuring of the United Church of Canada courts in 2018, the Permanent Committee on Archives and History was dissolved.

Fonds consists of six series: 1) Minutes of the Committee, 1945-2008, 2) Reports of the Committee, 1904-2008, 3) Correspondence of the Committee, 1886-2014, 4) Financial Records of the Committee, 1949-1986, 5) Records of the Sub-Committee on Historical Sites, 1962-2011, and 6) Records Relating to *The Bulletin*, 1952-1981, 7) Records relating to Archival Network Review, 2005-2007; 8) Photographs, 2005.

See also FA563 United Church of Canada Archives for records related to the Committee on Archives and History.

SERIES 1: MINUTES OF THE COMMITTEE: --1945-2008.

Series consists of executive and annual minutes of the Committee on Archives and History 1945-2008.

Acc. No.	Box-File	Title	Date(s)
82.290C	1-1	Agendas & notice of meetings	1957-1978
	1-2	Minutes (bound)	1945-1960
	1-3	---	1961-1967
	1-4	---	1967-1970
	1-5	---	1971-1973
	2-1	---	1974-1975
	2-2	---	1976-1978
	2-3	--- (unbound)	1979
	2-4	---	1980
	2-5	---	1981
	2-6	---	1982
	2-7	---	1983
	3-1	---	1984
	96.019C	6-1	Annual meeting Minutes: Part I
6-2		---: Part II	1988
6-3		---: Part III	1988-1990
1999.005C	3-8	---	1993
2002.028C	2-9	---	1994
	2-10	---	1995
2004.042C	1-9	---	1994-1998
2006.014C	1-11	---	1999

Acc. No.	Box-File	Title	Date(s)
	1-12	---	2000
2013.058C	1-1	---	2001
	1-2	---	2002
	1-3	---	2003
	1-4	---	2004
2018.154C	2-6	AGM 2005 Draft Minutes	2005
2016.106C	1-1	---	2008
2016.107C	TR-1	Minute Book of the Advisory Committee of the Heritage and Archives of the United Church of Canada.	1985-1987
		Executive	
96.019C	6-5	Executive, Part I	1987-1989
	6-6	---: Part II	1989-1990
		Records of Sharon Larade	
2018.154C	3-10	AGM	2001
	1-9	AGM Workbook, 2002	2002
	2-2	---, 2003	2003
	2-3	---, 2004	2004
	2-4	---, 2005	2005
	2-5	AGM 2006 member profiles and notes	2006
2018.154C	1-6	Executive Minutes, Part II	1993-2001
	1-7	---, Part III	2002-2003
	1-8	---, Part IV	2004
	2-1	---, Part V	2005
	2-13	---, 2005 SPL Working File	2005
	2-12	---, inc. SPL items	2006
	2-8	---, inc. Correspondence and Reports	1993, 2006-2007
	2-9	---, inc. Correspondence	2005-2006
	3-1	---2007 SPL Working File	2007

SERIES 2: REPORTS OF THE COMMITTEE. -1904-2008.

Series consists of reports of the Committee on Archives and History 1904-2008.

Acc. No.	Box-File	Title	Date(s)
1999.005C	3-5	Committee on Archives and History (CAH) – Annual Meeting	1991
	3-6	---	1992
	3-7	---	1993
2002.028C	2-8	---	1994
2002.029C	1-6	---	1996
2004.042C	1-7	---	1997
	1-8	---	1998
2016.106C	1-2	---	2005
	1-3	---	2008
82.290C	3-3	Reports to General Council (incomplete)	1926-1977
2018.154C	2-11	39 th General Council: Bay of Quinte proposal re: national UCC archives	2006
82.290C	3-4	Victoria College Curator's Report	1904
	3-5	Victoria University Librarian's reports	1942-1947
82.290C	3-6	Reports to Victoria University Library Board/Committee	1954-1956
	3-7	Reports to Victoria University President/Board of Regents	1967-1968, 1971-1972
	3-8	Reports to Emmanuel College Council	1964-1983

SERIES 3: CORRESPONDENCE OF THE COMMITTEE. –1886-2014.

Series consists of correspondence of the Committee on Archives and History 1886-2014.

Acc. No.	Box-File	Title	Date(s)
82.290C	3-9	Memos, notes & reports by E.C. Kyte	1947-1953
82.290C	3-10	Reynolds correspondence with Lorne Pierce	1959-1960
	3-11	Reynolds notes re. Conference Archives	1958, 1960
	3-12	General correspondence	1946-1952
	3-13	---	1965-1966
	3-14	---	1967
	3-15	---	1967-1968
	3-16	--- - Secretary of General Council	1968
	3-17	General Correspondence	1969
	3-18	---	1970-1972
	3-19	Correspondence with the Chairman	1974
	3-20	Correspondence with the Conference Archives	1968-1969
	3-21	Conference Archives Policy & Procedures	n.d.
	3-22	Correspondence/Membership lists (incomplete)	1958-1968
2018.154C	3-5	Executive Correspondence re: nominations for CAH membership	2006
82.290C	3-23	Correspondence re Meeting of Conference Archives, April 30 1968	1968
	3-24	General Correspondence	1978-1983
	3-25	---	1980
	3-26	Correspondence re Annual Meeting, 1983	1983
	3-27	Correspondence & newspaper clippings re Work of the Committee on Archives	1886-1887, 1947-1955
93.061C	1-1	Correspondence [Part I]	1966-1970
	1-2	--- [Part II]	1970-1974
2018.154C	1-2	---, Part VI	1999-2001
	1-1	---, Part VII	2002
	1-3	---, Part VIII	2003
	1-4	---, Part IX	2004
	1-5	---, Part X	2005
	2-7	---, Part XI, inc. conference call meeting agendas	2006
93.061C	1-3	Discussions with Anglican & Presbyterian Churches re Archives amalgamation	1968-1973
	1-4	50 th Anniversary Committee	1973
96.019C	5-11	National Committee on Archives and History, Part I	1985-1987
	5-12	---, Part II	1988
	5-13	---, Part III	1988-1989
	5-14	---, Part IV	1990
	6-4	--- - Annual Meeting local arrangements	1987
	6-7	National Committee, Ontario Archives Conveners Consultation	1987-1988
	6-8	National Committee, 1988 Annual Meeting local arrangements	1988
	6-9	Committee on Archives and History – newsletter	1988-1989
	6-10	--- - 1989 Annual Meeting	1989
	6-11	--- - Budgets/Expenses Approved	1988-1989
	6-12	--- - Personnel Records Policy	1989-1990

Acc. No.	Box-File	Title	Date(s)
2018.154C	3-9	Privacy policy re: registers	2005
2004.042C	1-11	A08 CAH – Guide to Aboriginal Records	1996-1998
	1-12	A08 CAH – Guidelines on Record Keeping for United Churches – Reprint	1995-1997
2004.042C	1-13	A08 CAH – Manual Revision Project	1997-1998
1999.005C	3-14	A08 CAH – Personnel Records Project	1991
	3-15	A08 --- - ---, Part II	1992
2013.026C	4-3	Committee on Archives and History	2006
2013.058C	1-5	Committee on Archives and History 2002 Annual meeting – correspondence: 2002	2002
	1-6	---: 2003	2003
	1-7	---: 2004	2004
	1-8	---: 2005	2005
2018.154C	2-10	Correspondence and Fall Meeting Plans	2007
2016.106C	1-4	Chair correspondence	2008-2009
	1-5	---	2011-2012
	1-6	---	2014
	1-7	Presentation on Archives Review Network final report (Bob Stevenson)	2007
	1-8	Opening of new archives	2008
2018.154C	3-8	Correspondence re: Apology Cairn, Sudbury, ON	2006

SERIES 4: FINANCIAL RECORDS OF THE COMMITTEE. –1949-1986.

Series consists of financial reports, correspondence and budgets of the Committee on Archives and History 1949-1986.

Acc. No.	Box-File	Title	Date(s)
82.290C	4-1	Financial reports and correspondence	1949-1981
	4-2	Budget 1975	1974-1975
	4-3	--- 1976	1975
	4-4	--- 1977	1976
	4-5	--- 1981	1980-1981
	4-6	--- 1982	1981-1982
	4-7	--- 1983	1982-1983
	4-8	--- 1984	1983-1984
	4-9	--- 1985	1985
	4-10	--- 1986	1985-1986

SERIES 5: RECORDS OF THE SUB-COMMITTEE ON HISTORIC SITES. –1962-2011.

Series consists of correspondence, minutes, lists and reports of the Sub-Committee on Historic Sites 1962-2011.

Acc. No.	Box-File	Title	Date(s)
82.290C	4-11	Minutes & correspondence	1962-1975
	4-12	Correspondence	1965-1974
	4-13	Historic Sites correspondence	1969-1972
	4-14	Minutes & correspondence	1969-1973
	4-15	Correspondence	1974
	4-16	---	1975
	4-17	Historic Churches: Lists & correspondence	1963
	4-18	Historic Sites: Lists & correspondence	1974
	4-19	Sub-committee to review mandate report	1980
93.061C	1-6	Records relating to historic sites	1959-1974

Acc. No.	Box-File	Title	Date(s)
2016.106C	1-9	Historic Sites report	2011

SERIES 6: RECORDS RELATING TO *THE BULLETIN*. –1952-1981.

Series consists of correspondence and mailing lists related to The Bulletin 1952-1981.

Acc. No.	Box-File	Title	Date(s)
82.290C	4-20	Mailing lists	1954-1961
	4-21	Correspondence	1952-1956
	4-22	---	1957
	4-23	---	1958
	4-24	---	1959
	4-25	---	1960
	4-26	Correspondence	1961-1962
	4-27	---	1963-1969
	4-28	---	1971
	4-29	---	1972
82.290C	4-30	---	1973-1974
	5-1	---	1975-1976
	5-2	---	1977
	5-3	---	1978
	5-4	---	1979
	5-5	---	1980-1981

SERIES 7: RECORDS RELATING TO THE ARCHIVAL NETWORK REVIEW. –2005-2007.

Series consists of reports on the Archival Network Review, reviews on the church's archives system, and correspondence, reports and questionnaires of Archival Network Review Steering Committee and Task Force.

Acc. No.	Box-File	Title	Date(s)
2018.154C	3-2	Records of Sharon Larade Report on Archival Network Review [summary for GCE]	2007
	3-3	Review on church archives system	2005
	3-4	Archival Network Review Steering Committee and Task Force (ANR): Laura Millar, Consultant for ANR , correspondence, questionnaire, reports	2006
	3-7	---: final report	2006
	3-6	---: correspondence re: responses to final report	2007

SERIES 8: PHOTOGRAPHS. --2005. --84.8mb of digital photographs : 1 optical disc.

Series consists of digital photographs of a Making Room for Women event at the United Church Archives, 2005.

See Archives Catalogue for item-level description of photographs.