

# S. J. McKee Archives



## Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5417>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 480  
GMD: textual records  
Date Range: Oct. 1990-June 1992  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 20



## Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5575>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 638  
GMD: textual records  
Date Range: Oct. 1984- April 1985  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 24



## Correspondence- Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5158>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 220  
GMD: textual records  
Date Range: Sept. 1987-Nov. 1990  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 9



## Finance- Enclosures- G.S.T.- Small Business

<http://archives.brandonu.ca/en/permalink/descriptions5194>

Part Of: RG 6 Brandon University fonds  
Description Level: File  
Series Number: MG 3 1.14.1  
File Number: 255  
GMD: textual records  
Date Range: May-June 1990  
Physical Description: 1 file  
Scope and Content:  
File consists of correspondence  
Storage Location: RG 6 Brandon University fonds  
MG 3 Brandon University Teaching and Administration  
1.14.1 W. Leland Clark - political career  
Box 11



## International Business Machines

<http://archives.brandonu.ca/en/permalink/descriptions3635>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 57

GMD: textual records

Date Range: 1966-1967

Physical Description: 1 file

Scope and Content:

File consists of correspondence, rental examples, an agreement for IBM Machine Service and executive course outlines (universities).

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 2



## Burroughs business machines

<http://archives.brandonu.ca/en/permalink/descriptions3740>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 160

GMD: textual records

Date Range: 1965-1967

Physical Description: 1 file

Scope and Content:

File consists of correspondence and samples.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 5



## College and university business

<http://archives.brandonu.ca/en/permalink/descriptions3750>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 170

GMD: textual records

Date Range: 1969

Physical Description: 1 file

Scope and Content:

File consists of information relating to administrative officers, enrollments and construction plans and correspondence.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 5



## Burrough Business Machines

<http://archives.brandonu.ca/en/permalink/descriptions3865>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 280

GMD: textual records

Date Range: 1970-1971

Physical Description: 1 file

Scope and Content:

File consists of correspondence.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 7



## College and university business

<http://archives.brandonu.ca/en/permalink/descriptions3880>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 293

GMD: textual records

Date Range: 1970-1971

Physical Description: 1 file

Scope and Content:

File consists of correspondence and a completed Canadian University and College Survey of Construction 1970-1972.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 7



## International Business Machines

<http://archives.brandonu.ca/en/permalink/descriptions3927>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 338

GMD: textual records

Date Range: 1970-1971

Physical Description: 1 file

Scope and Content:

File consists of correspondence and a memo.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 8



## BU business students

<http://archives.brandonu.ca/en/permalink/descriptions4184>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 14.4

File Number: 52

GMD: textual records

Date Range: 1994

Physical Description: 1 file

Scope and Content:

File consists of an application for a BUSU grant.

Storage Location: RG 6 Brandon University fonds  
Series 14: Brandon University Students Union  
14.4 BUSU clubs  
Box 1



## Business administration club

<http://archives.brandonu.ca/en/permalink/descriptions4191>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 14.4

File Number: 59

GMD: textual records

Date Range: 1988-1994

Physical Description: 1 file

Scope and Content:

File consists of the Business Administration Club constitution, applications for BUSU grants and information about the club.

Storage Location: RG 6 Brandon University fonds  
Series 14: Brandon University Students Union  
14.4 BUSU clubs  
Box 1



## International Business Machines (IBM)

<http://archives.brandonu.ca/en/permalink/descriptions3786>

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: 4.2

File Number: 203

GMD: textual records

Date Range: 1968-1969

Physical Description: 1 file

Scope and Content:

File consists of correspondence and financial information.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 6



## John Chyzyk - Business Administration

<http://archives.brandonu.ca/en/permalink/descriptions4775>

Part Of: RG 6 Brandon University fonds

Creator: Brandon University Dean of Arts Office

Description Level: File

Series Number: 7.1.1

File Number: 20-22

Accession Number: 24-2000

GMD: textual records

Date Range: 1987-1995

Physical Description: 3 files

Scope and Content:

Files consist of course evaluations, sabbatical documents, application and promotion documents, a performance review summary, correspondence, special leave documents. One file is titled "Chyzyk promotion 1993".

Storage Location: RG 6 Brandon University fonds

Series VIII: Faculties and Schools

7.1.1 Dean of Arts

Box 2



## Lorna Kaufman - Business Administration

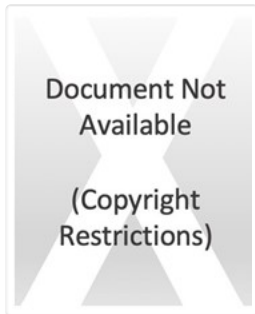
<http://archives.brandonu.ca/en/permalink/descriptions4782>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 31  
Accession Number: 24-2000  
GMD: textual records  
Date Range: 1993-1994  
Physical Description: 1 file

### Scope and Content:

File consists of application and appointment documents, course and performance evaluations.

Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts  
Box 2



## Fred McGuinness Ltd. business correspondence

<http://archives.brandonu.ca/en/permalink/descriptions13658>

Other Title Info: Title based on the contents of the subseries  
Part Of: Fred McGuinness collection  
Description Level: Sub-series  
Series Number: McG 1.3  
Accession Number: 1-2015  
GMD: textual records  
Date Range: c. 1988 - 2010  
Physical Description: Approximately 6 cm of textual records

### History /

### Biographical:

See collection level description for history/biography information on Frederick George McGuinness.

### Custodial History:

Accession 1-2015 contains records created and collected over the course of McGuinness' career as a newspaper journalist and freelance writer. The Estate of Fred McGuinness donated the materials to the SJ McKee Archives circa 2011. The Archives accessioned the records in 2015.

### Scope and Content:

Subseries consists of records related to the business workings of Fred McGuinness Ltd. It includes financial statements prepared for Fred McGuinness Ltd. and information on insurance coverage.

Notes: In the file level inventories, square brackets at end of file names reference the original location of the file in the unprocessed Fred McGuinness collection. The original location is also noted on the front of each file folder

Accruals: Closed

Finding Aid: File level inventory is available

Storage Location: 2015 accessions


Related Material: Statements on royalty earnings for McGuinness' monograph Manitoba: The Province & The People are located in the Correspondence subseries (McG 1.2). Invoicing for McGuinness' work on the Chronicle of Canada is located with that monograph subseries (5.7)

Arrangement:

Arrangement was artificially created by the Archives. Subseries has been re-arranged according to publication period.


## Documents


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Document Not Available  
(Copyright Restrictions)

McG 1\_3 Fred McGuinness Ltd  
business documents  
inventory.pdf

 [Read PDF](#)

 [Download PDF](#)



## G.R.D. (Don) Campbell - Business Administration

<http://archives.brandonu.ca/en/permalink/descriptions4774>

Part Of: RG 6 Brandon University fonds  
Creator: Brandon University Dean of Arts Office  
Description Level: File  
Series Number: 7.1.1  
File Number: 19  
Accession Number: 24-2000  
GMD: textual records  
Date Range: 1980-1992  
Physical Description: 1 file

### Scope and Content:

File consists of course evaluations, application and promotion documents, sabbatical documents, and retirement documents.

Storage Location: RG 6 Brandon University fonds  
Series VIII: Faculties and Schools  
7.1.1 Dean of Arts  
Box 2



## Minnedosa Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4811>

Part Of: RG 5 Western Manitoba Manuscript Collection  
Description Level: Collection  
Accession Number: 11-2002  
GMD: textual records  
Date Range: 1953-1965  
Physical Description: 10 cm

#### History /

##### Biographical:

The Minnedosa Business and Professional Women's Club was organized on May 14, 1959. The group received its charter on September 15, 1959 at a ceremony that included guests from Minnedosa, Neepawa, Dauphin, Brandon, and Portage La Prairie. The first president of the club was Mrs. Julie Johnson. In September 1959 the club had 15 members. The Minnedosa Club became the thirteenth Business and Professional Women's Club chartered in Manitoba. The purpose of the club was to train and educate women in business and the professions and to promote women's participation in local, provincial, and national affairs. The club included many committees such as the Public Relations, Membership, Survey and Archives, Programme and Projects, Social and Courtesy, International Affairs, Budget and Finance, Federation Promotion, Personal Development, Public Affairs, and Resolutions, Legislation and Employment Committees. The Minnedosa Club held exhibitions, hosted guest speakers, observed Business Women's Week, and held workshops for all of the Business and Professional Women's Clubs in Manitoba on a few occasions. Over the years the club made many donations to the Minnedosa Museum, the Minnedosa Centennial Committee, and charities such as UNICEF, Ramallah Fund, Children's Aid, and United Way. The Minnedosa Business and Professional Women's Club was very concerned with the status of women in Canada and around the world. The Minnedosa Club disbanded in May 1980. After the disbanding of the club, the women who were involved in the club formed the Just For Fun Club.

##### Custodial History:

This fonds was accessioned by the McKee Archives in 2002. Previous custodial history is unknown.

##### Scope and Content:

Fonds is comprised mainly of four scrapbooks, which run from 1959-1979, 1959-1963, 1959-1964, and 1977-1979. The scrapbooks contain photos, newspaper clippings, Christmas cards, correspondence and programs. The clippings relate to Business and Professional Women's Clubs from around Manitoba, while focusing on the Minnedosa Club. Many of the clippings also focus on the status of women in Canada and the rest of the world.

Fonds also contains financial records and minutes from the years 1959-1980. There is also a copy of the club's bylaws, as well as monthly membership reports from 1976-1980. The fonds also includes a brief typed history of the Minnedosa Club, as well as other loose newspaper clippings, programs, songbooks, and correspondence. Finally, there are three guestbooks included in the collection. The first runs from 1959-1978. The second guestbook is from the Art and Ceramic Display and Tea, held on May 27, 1972. The third guestbook is from the Art and Ceramic Display and Tea, held on May 29, 1976.

##### Notes:

CAIN No. 202581

Subject Access: Julie Johnson  
 Louise Card  
 Effie Macdonald  
 Mary Macdonald  
 Marion McCormick  
 Gladys Thompson  
 Town of Minnedosa  
 Minnedosa Business and Professional Women's Club  
 Canadian Federation of Business and Professional Women's Clubs  
 Manitoba Provincial Organization of Business and Professional Women's Clubs  
 Flin Flon Business and Professional Women's Club  
 Dauphin Business and Professional Women's Club  
 Brandon Business and Professional Women's Club  
 International Peace Gardens  
 women's clubs  
 women's issues  
 status of women  
 scrapbooks  
 newspaper clippings

Storage Location: 2002 accessions

Storage Range: 2002 accessions

Related Material: Brandon Business and Professional Women's Club (10-2002);  
 Minnedosa Business and Professional Women's Club (11-2002);  
 Neepawa Business and Professional Women's Club (12-2002); Trillium  
 Business and Professional Women's Club (2-2006).



## Neepawa Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4832>

Part Of: RG 5 Western Manitoba Manuscript Collection

Description Level: Collection

Accession Number: 12-2002

GMD: textual records

Date Range: 1955-1959

Physical Description: 2 cm

History /  
 Biographical:

It appears that the Neepawa Business and Profession of Women's Club was established in 1955. The president of the club in 1955, was Nora Day. The objectives of the club were to enhance the status of professional and business women and to promote contact between women in business and the professions. The club had seven committees, including: the United Nations, Newsletter, Emblem, Social, Programme, Publicity, and Membership Committees. The Neepawa Club attended provincial conferences of the Business and Professional Women's Clubs and observed Business Women's Week. The club also hosted conferences, as well as local luncheons and picnics.

Custodial History:

This fonds was accessioned by the McKee Archives in 2002. Previous custodial history is unknown.

Scope and Content:

Fonds consists of one scrapbook made by the club, which covers the years 1955-1959. The scrapbook includes newspaper clippings, programs, invitations, and lists of club officers from around the province. The scrapbook also includes the bylaws of the Neepawa Club. Many of the newspaper clippings relate to the status of women in Canada and around the world.

Notes: CAIN No. 202586

Subject Access: Effie Macdonald

Mary Macdonald

Louise Card

Nora Day

Neepawa Business and Professional Women's Club

Manitoba Business and Professional Women's Clubs

Brandon Business and Professional Women's Club

Flin Flon Business and Professional Women's Club

Portage Business and Professional Women's Club

Selkirk Business and Professional Women's Club

St. James Business and Professional Women's Club

Winnipeg Business and Professional Women's Club

International Peace Gardens

women's clubs

status of women

scrapbooks

newspaper clippings

Storage Location: 2002 accessions

Storage Range: 2002 accessions

Related Material: Brandon Business and Professional Women's Club (10-2002);  
Minnedosa Business and Professional Women's Club (11-2002);  
Neepawa Business and Professional Women's Club (12-2002); Trillium  
Business and Professional Women's Club (2-2006).



## Brandon Business and Professional Women's Club fonds

<http://archives.brandonu.ca/en/permalink/descriptions4859>

Part Of: RG 5 Western Manitoba Manuscript Collection

Description Level: Collection

Accession Number: 10-2002

GMD: textual records

Date Range: 1932-1972

Physical Description: 20 cm

## History /

### Biographical:

The Business and Professional Women's Club of Brandon was created in November 1932. The club grew out of a meeting of business and professional women who were interested in forming an association. Guest speakers at the meeting were Miss Hilda Hesson, the Vice President of the Federation of Canadian Business and Professional Women's Clubs, and Miss F. Ingram, the President of the Winnipeg Business and Professional Women's Club. The objective of the Brandon club, according to its constitution, was the "promotion of educational, service, and social facilities for the business and professional women." The club consisted of active and associate members and belonged to the greater Canadian Federation of Business and Professional Women's Club. The first President of the club was Miss Margaret Gemmell, with approximately 80 women attended the club's first meeting. The club established sub-committees on a variety of subjects including current events, sports, bridge instruction, public speaking, dress making, photography, stitch craft, manual training, and physical culture. The club also put on exhibitions, participated in drama festivals, held rummage sales and an annual Christmas party. During the Second World War, it established a War Effort Department. This department organized activities such as sewing and knitting in support of the war effort. The War Effort Department also raised money for charities such as the Red Cross. During its meetings, the club often heard local and national speakers or watched films. Women of many different vocations joined the club including florists, teachers, salesclerks, nurses, and housewives. Over the years, additional departments were added to the club including those named poetry, pottery, woodcraft, and drama.

### Custodial History:

This fonds was accessioned by the McKee Archives in 2002. Previous custodial history is unknown.

### Scope and Content:

Fonds contains three small scrapbooks, which cover the years 1932-1939, 1939-1949, and 1950-1959, respectively. The scrapbooks contain newspaper clippings from the Brandon Sun, the Winnipeg Free Press, and the Flin Flon Daily Miner. The scrapbooks also contain exhibition and meeting programs from the Brandon Club. Fonds also contains meeting minutes for the years 1932-1972.

Notes: CAIN No. 202576

Subject Access: Miss Margaret Gemmel  
Miss Marjorie McKenzie  
Dr. Jane Turnbull  
Miss Muriel Bowen  
Miss Jessie Crawford  
Mrs. Robert Darrach  
Miss Margaret Clay  
Hilda Hesson  
Miss Jenny Gemmell  
City of Brandon  
Business and Professional Women's Club of Brandon  
Canadian Federation of Business and Professional Women's Clubs  
women's organizations  
women's clubs  
Manitoba women  
scrapbooks

Storage Location: 2002 accessions

Storage Range: 2002 accessions

Related Material: Brandon Business and Professional Women's Club (10-2002);  
Minnedosa Business and Professional Women's Club (11-2002);  
Neepawa Business and Professional Women's Club (12-2002); Trillium  
Business and Professional Women's Club (2-2006).