

S. J. McKee Archives



Athletic Association/Athletic board

<http://archives.bradonu.ca/en/permalink/descriptions4259>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.9

GMD: textual records

Date Range: 1919-1933, 1947-1958

Physical Description: 7 cm

Scope and Content:

These are the minutes from the meetings of the Athletic Association and the Athletic Board.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Athletic board finance

<http://archives.bradonu.ca/en/permalink/descriptions4255>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.5

GMD: textual records

Date Range: 1935-1951

Physical Description: 2 cm

Scope and Content:

These records are a financial statement for the Athletic Board. It includes all expenditures and credits for the years included.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Board of directors - financial records

<http://archives.bradonu.ca/en/permalink/descriptions4315>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.5

GMD: textual records

Date Range: 1900-1986

Physical Description: 1.56 m

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series includes financial statements of various kinds for McKenzie Seeds and combined financial statements for McKenzie Seeds and its subsidiaries, particularly McFayden Seeds. Chartered Accountants used for this purpose include: Marwick, Mitchell & Co., Webb, Read, Hegan, Callingham & Co./Webb, Read & Co., George A. Touche & Co., Oscar Hudson & Co., Morden, Sprague & Co./Laird, Sprague & Co., Edwards, Morgan, Halliday & Co., Welch, Hinton and Welch, McDonald, Currie & Co./Cooper Brothers & Co., Meyers Dickens Norris Penny & Co./Meyers, Norris, Penny & Co. and the Comptroller-General for the Province of Manitoba.

This sub-series also includes a number of purchase offers made to A.E. McKenzie Seed Co. Ltd as well as proposed plans to sell the company. Offers were received from United Grain Growers, Maple Leaf Mills, McKenzie Seeds Staff, Manitoba, Saskatchewan and Alberta Wheat Pools, and the Ferry Morse Seed Co.

Twelve ledgers, including branch order, mail order and cash registers, general ledgers, current ledgers, payroll sheets and branch daily cash reports, are also part of the sub-series. Other miscellaneous financial records and statements include information on McKenzie Seeds' proposal to the Manitoba Government for re-financing in the early to mid 1980's.

Notes:

Additional dates for the records in the financial sub-series are as follows:

1. Prepared Financial Statements: 1907-1918, 1920-1923, 1926-1938, and 1942-1979.
2. Purchase Offers: U.G.G. (1959, 1966), Wheat Pools (1961), McKenzie Staff (1963), Maple Leaf Mills (c. 1965), Ferry Morse Seed Co. (c. 1969-1970).

The extent of the ledgers in sub-series McS 1 1.5 (Financial Records) separate from the other financial records in the sub-series is 95.9 cm. The financial records without the ledgers measure 60 cm.

Storage Location:

RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material:

Financial statements and records for the individual companies acquired by McKenzie Seeds are located in Series III.

Information regarding the sale of McKenzie Seeds is located in Series II (Office of the President/GM), sub-series I (A.E. McKenzie), in the file entitled A.E. correspondence with W.A. Johnson. Some of these records are connected to the purchase offers received by McKenzie Seeds.



Board of directors - management consultant reports

<http://archives.brandonu.ca/en/permalink/descriptions4313>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.3

GMD: textual records

Date Range: 1965-1970

Physical Description: 4.5 cm

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series includes reports from three management consultants: Harbridge House, Urwick, Currie & Partners Ltd., and Thorne Stevenson & Kellogg. As well, the sub-series contains correspondence between the President and Comptroller of A.E. McKenzie Seed Co. Ltd. and Harbridge House regarding the implementation of a management training program and plans to combat the weak field seed market. The Urwick, Currie reports deal with improvement in company operations and improvements in packet seed processing. The Thorne Stevenson & Kellogg report is entitled 'Implementing a Strategic Planning Process.' Each of the reports completed for the company deal with improving the business operations of McKenzie Seeds.

Harbridge House – this record is a management-training program designed to address a weak field seed market.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors



Board of directors - minutes/meetings

<http://archives.brandonu.ca/en/permalink/descriptions4312>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.2

GMD: textual records

Date Range: 1958-1981

Physical Description: 1.8 cm

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series includes minutes of the Board of Directors of McKenzie Seeds, extracts from minutes of the Board of Directors, information on shareholders of the company, notices of Board meetings, suggested meeting agendas, the President's annual report for 1967, and memos regarding Board meetings/business.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material: Additional minutes for the meetings of the Board of Directors of McKenzie Seeds, dating from the mid 1930's, are held in the Provincial Archives of Manitoba.

Minute excerpts for the Board of Directors are located in the Document sub-series in the file titled By-Laws for 1940-1985.



Board of directors - miscellaneous

<http://archives.brandonu.ca/en/permalink/descriptions4314>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: McS 1 1.4

GMD: textual records

Date Range: 1974

Physical Description: 0.1 cm

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This sub-series consists of one folder containing thank you letters to Prof. George F. MacDowell, Professor of Economics at Brandon University, and a long-time member of the McKenzie Seeds Board for his service to the company.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material: RG 6 (Brandon University fonds), MG 3 (Brandon University Teaching and Administration), MG 3 1.12 (George MacDowell fonds).



Board of Governors' committees

<http://archives.brandonu.ca/en/permalink/descriptions3181>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 2.5

GMD: textual records

Date Range: 1967-1987

Physical Description: 12 cm

Scope and Content:

Sub-series consists of records for various committees of the Board of Governors, which were established to expedite matters in certain areas of the Board's jurisdiction. Some committees have a more or less permanent status while others were created to deal with specific questions or mandates. The sub-series has been divided into six sub sub series, including: (1) Nominating Committee; (2) Finance Committee; (3) Presidential Selection Committee; (4) Membership Committee; (5) Fundraising-Liaison Committee; and (6) Athletic Directorate.

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.5 Board of Governors' committees

Arrangement:

At present (July 2007) all Board Committee files are in one box. As more records are received, the individual committees will be placed into their own boxes.



Board of Governors - documents

<http://archives.brandonu.ca/en/permalink/descriptions73>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 2.1
GMD: textual records
Date Range: 1939-2004; predominant 1967-1980
Physical Description: 19.5 cm

History /

Biographical:

This is an artificially created series.

Custodial History:

Four certificates (Congratulations on Brandon University's centennial from the University of Manitoba and McMaster University; congratulations on the 25th Anniversary of Brandon University's charter from the University of Winnipeg; and the centennial organization certificate from the Manitoba Historical Society) were transferred to the McKee Archives from the President's Office on July 31, 2007.

Scope and Content:

Sub-series consists of invitations, reply cards, some correspondence, and a salary schedule. It also includes agreements, briefs, orders-in-council, bills, memorandums and by-laws dealing with the legislative basis, legal structure and operations of Brandon College Incorporated, Brandon University and BUSU. Sub-series also includes a number of certificates.

Notes: Some of the files in the sub-series pre-date Brandon University. They have been retained in this sub-series to maintain original order.

Name Access: Brandon College Incorporated
Brandon University
BUSU

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.1 Documents



Brandon Board of Trade

<http://archives.brandonu.ca/en/permalink/descriptions4342>

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Sub-series

Series Number: MG 5 1.4

GMD: textual records

Date Range: 1910-1911

Physical Description: 0.3 cm

History /

Biographical:

The Brandon Board of Trade was founded in 1883 to promote business activity and economic expansion in Brandon. Aside from these records, no other records of the Board of Trade are known to exist.

Custodial History:

See fonds level description of custodial history of A.E. McKenzie Seed Co. Ltd.

Scope and Content:

Sub-series includes the intervention of the Board in the 1910 municipal election in Brandon and a listing of the standing committee for 1911. The sub-series also includes a letter to Mr. Blanchard from A.E. McKenzie and a financial statement for the Brandon Commercial Bureau.

Storage Location: RG 3 A.E. McKenzie Seed Co. Ltd. fonds
MG 5 A.E. McKenzie fonds



Brandon College library - Director of library services

<http://archives.brandonu.ca/en/permalink/descriptions4293>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 15.2

GMD: textual records

Date Range: 1957-1963

Physical Description: 13 cm

Scope and Content:

These records were created by the Director of Library Services from the year 1957 until 1963. It is mainly business correspondence and memorandums. The files include correspondence between the Director of Library Services and various people regarding the library. There are also memorandums to the faculty.

Storage Location: RG 1 Brandon College fonds
Series 14: Brandon College Library

Related Material: RG 6 (Brandon University fonds), sub-series 8.1 (Director of Library Services).

Director of development - general files



<http://archives.brandonu.ca/en/permalink/descriptions177>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 10.1

GMD: textual records

Physical Description: 5 m

History /

Biographical:

DIRECTORS OF DEVELOPMENT/INSTITUTIONAL ADVANCEMENT:

D.R. MACKAY (1973-1984)

See RG 6 4.2 Office of the Vice-President (Administration & Finance) for biographical information on D.R. MacKay.

GORDON MCDIARMID (1986 - 1991)

Gordon McDiarmid attended the University of Winnipeg and George Williams College (Chicago). His B.A. included a double major in Social Science and Group Work. His Masters degree was in Counseling Psychology with added course work and applied research in Organization Dynamics. McDiarmid's psychiatric research and internships were undertaken at Michael Rease and Mount Sinai Hospitals in Chicago.

Prior to taking the position of Director of Private Funding at Brandon University, McDiarmid was President and CEO of U-Rent It Ltd. and Wallace & Wallace Fences Ltd. in Winnipeg (1973-1985) and Campaign Director for the United Way of Calgary (1985-1986).

During his time at Brandon University McDiarmid: established a new University Foundation; organized annual and special gifts campaigns, endowments and the planned gift program; upgraded publications, initiated print standards policy, introduced desktop publishing and managed the media relations program for Communications; and as acting Director of Alumni and External Relations for two and a half years he revitalized the Board, expanded membership, initiated the affinity card program, the alumni directory, the IDC phone/mail program and expanded the national reunion program.

McDiarmid left Brandon University in 1991, to assume the post of Vice-President, Development, at the Banff Centre. He held this position until 1994, when he became the owner of Assiniboine Consulting Group Ltd. (Calgary) and the Vice President Western Canada of Navion Financial Management Ltd. (Vancouver). From 1998-2000, McDiarmid was the Director of Development - Special Projects for Lions Club of Winnipeg Housing Centres. From 2000-2003, he was the Interim Executive Director and an independent consultant for the Art Gallery of Southwestern Manitoba. McDiarmid also owned a private consulting practice from 1995-2006.

As of June 2010, Gordon McDiarmid lives in Winnipeg, MB.

L. JOHNSON (July 15, 1991 - 1994)

Lorraine Johnson was appointed Executive Director, Development and External Relations, effective July 15, 1991. From 1985-1989, she served as Director of University Relations for Mount Saint Vincent University in Halifax. Prior to her appointment at Brandon University she was a partner with a management and fund raising consulting firm in Nelson, BC.

S. DECTER HIRST (1994 - 1997/1998)

No biographical information yet.

BRUCE SHAVERS (1998 - 1999)

No biographical information yet.

B. PROVEN (August 1998 - March 2003)

Beth M. Proven attended high school in Carberry, MB in the late 1980s. In 1991, she graduated from the University of Manitoba with a B.A. She continued her education through an international agricultural exchange program in Kianga, Queensland (1992), an Arts Administration Certificate from Grant MacEwan Community College (1995), Certified Fundraising Executive Accreditation (CFRE) (2004) and a four-year Certificate in Management and Administration (CIM) from the University of Manitoba (2006).

Proven began her marketing and fundraising career in the arts, working for Wanuskewin Heritage Park, the Saskatoon International Fringe festival, the Edmonton Symphony Orchestra and Shakespeare by the Sea. She moved into university fundraising in 1997 as Development Officer for Dalhousie University's Capital Ideas Campaign.

In August 1998, Proven came to Brandon University where she served as the Director of Development and Alumni Relations. In addition, she also managed the activities of the Brandon University Foundation and participated in the Presidents Advisory Committee. She left Brandon University in March 2003. Since that time she has been employed as the Director of Development for St. Paul's College at the University of Manitoba (2003-2004) and as Manager Planned Giving at the University of Manitoba (2004 - present).

Currently (February 2007), Beth Proven lives in Winnipeg, MB.

K. WHELPTON - acting (2003-2004)

Kate Whelpton was born on January 9, 1973 in Windsor, ON. She received her Honours B.A. in Geography and Political Studies from the University of Guelph in 1996, her B.Ed. from the University of Toronto in 1997 and her M.Ed. from Brandon University in 2005.

After teaching in Ontario, New Brunswick and Nova Scotia for a few years, Whelpton returned to working in post-secondary education as the Sexual Harassment Advisor for Mount Allison and Brandon Universities. Since 2000, Whelpton has assumed the position as the Director of the Office of the President, overseeing the administration of the President's Office, including planning and implementing all aspects of the meetings of the Board of Governors, budgets, staff meetings, events, strategic initiatives, and general administrative oversight of the organization. In 2003-2004, she was appointed Acting Executive Director of Institutional Advancement.

MARC DESROSIERS (2003 - July 2007)

No biographical information yet.

CINDY YACYSHEN - acting (July 2007 - October 2009)

Cynthia Hope Yacyshen was born on May 13, 1968 in Brandon, MB. She obtained her Bachelor of Arts (Advanced - Major: Applied Economics, Minor: Business Administration) from the University of Manitoba in 1992. In 2004, she received her "National Certificate in Fundraising Management" from Ryerson University.

Prior to coming to Brandon University in 1997, Yacyshen was Marketing Coordinator for Manitoba Theatre Centre in Winnipeg, MB. At Brandon University she was Campaign Officer

Manitoba Theatre Centre in Winnipeg, MB. At Brandon University she was Campaign Officer for the Brandon College Legacy Campaign and then Senior Development Officer. In July 2007, Yacyshen was named Acting Director of Institutional Advancement. Yacyshen left her position at Brandon University in October 2009.

Notes: A partial file level inventory for this sub-series exists as a Word document. History/Bio information for Beth Proven was taken from the resume and biography she gave to the Archives (February 2007). Kate Whelpton appears in the Brandon University records as Kate Ramsey, Kate Whelpton and Kate Gross. Kate Whelpton provided her own biographical information (August 2007). Cindy Yacyshen provided her own biographical information (September 2007). Gordon McDiarmid provided his own biographical information (May 2010). History/Bio information for Lorraine Johnson taken from the Fall 1991 issue of Alumni News.

Storage Location: RG 6 Brandon University fonds
Series 10: Office of Development



Finance board

<http://archives.brandonu.ca/en/permalink/descriptions4256>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.6

GMD: textual records

Date Range: 1943-1967

Physical Description: 2.5 cm

Scope and Content:

These include the minutes of Finance Board meetings.

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



General Board of Governors agendas, minutes and packages

<http://archives.brandonu.ca/en/permalink/descriptions74>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 2.3

GMD: textual records

Date Range: 1967-1991

Physical Description: 1.16 m

History /

Biographical:

For administrative history see RG 6 (Brandon University fonds), series 2 (Board of Governors).

Scope and Content:

Sub-series consists of records related to Brandon University Board of Governors' general meetings. The sub-series has been divided into five sub series, including: (1) Agendas; (2) Minutes; (3) Packages; (4) Motion sheets; and (5) Index of motions.

Storage Location: RG 6 Brandon University fonds

Series 2: Board of Governors

2.3 Board agendas, minutes and packages



MPE B 2 Documents

<http://archives.brandonu.ca/en/permalink/descriptions9106>

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series

Series Number: MPE B.2

GMD: textual records

Date Range: 1924-1998

Physical Description: 33 cm

History /

Biographical:

See fonds level description of RG 4 for history/bio of MPE

Scope and Content:

This artificially created sub-series contains a variety of legal and official documents related to the operation of the Manitoba Wheat Pool and MPE. Records include the following:

1. Agreements, General By-laws, and Contracts 1924-1972
2. General By-laws
3. Incorporations and Dissolutions
4. Operating Agreements, Agreements for Sale 1940-67
5. MPE Complete Legislation
6. Miscellaneous Documents
7. Elevator Policy, Agreements, Incorporation Certificates / Indebtedness
8. Quantitative Appraisal of Wheat Pool Building (left in original binding)
9. 9th Victory Loan Souvenir: A Portfolio of Reproductions of the Documents of Surrender
- 10a. Federal Agreement 1972 p.1-126
- 10b. Federal Agreement 1972
- 11a. Terminal Expansion 1961 – 1963
- 11b. Terminal Expansion 1961 – 1963
12. By-Laws and Constitutions
13. MPE & Connaught Laboratories Agreements 1964-66
14. MPE & Connaught Laboratories Agreements 1964-66
15. "Pool Pac" Trade Mark 1964, 1971, 1979
16. Patent #501894 Dust Control Apparatus 1954
17. MPE Agreement w/ Daniel Augustus Kane (General Superintendent appointment) 1928, 1933
18. Manitoba Co-operative Wheat Producers Ltd. Agreement w/ Richard M. Mahoney (Manager) 1924, 1925, 1928
19. MPE Acts
20. MPE Acts
21. Party & Supplementary Agreements 1931-1936
- 22a. Historical Documents of the Manitoba Wheat Pool 1924 - 1927
- 22b. Historical Documents of the Manitoba Wheat Pool 1927 - 1930
- 23a. Miscellaneous Documents 1925 -1996
- 23b. Miscellaneous Documents 1979 -1998
24. Association Documents 1940 - 1966
25. Deed of Trust and Mortgage August 2 1928
26. Wheat and Coarse Grains Overpayments 1929-1930

Notes:	Description by Jillian Sutherland (2009, 2010)
Name Access:	F.W. Ransom R.M Mahoney C.H. Burnell W.J. Parker P.F. Bredt D.A. Kane Manitoba Pool Elevators Manitoba Wheat Pool Central Office
Subject Access:	Victory Loan By-laws Letters Patent Overpayment

Storage Location: RG 4 Manitoba Pool Elevator fonds
Series B: Central Office records