

S. J. McKee Archives



Adelene Monica Bailey fonds

<http://archives.brandonu.ca/en/permalink/descriptions7944>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: MG 2 2.27

Accession Number: 31-2007

GMD: textual records

Date Range: 1911, 1924

Physical Description: 2 diplomas

History /

Biographical:

Adelene Monica Bailey was the wife of J.R.C. Evans, president of Brandon College (1928-1959).

Custodial History:

Records were donated by Keith Evans, Adelene Bailey's son.

Scope and Content:

Fonds consists of Bailey's diploma awarded by Victoria Avenue Methodist Sunday School (1911), and her diploma certifying her completion of the post-graduate course of study prescribed in the Pianoforte department of Brandon College (1924)

Notes: The Brandon College diploma is signed by Franklin Sweet. Description by Christy Henry.

Storage Range: Reading room oversized drawer with Brandon University Photograph collection series 11: Documents, diplomas and certificates.



Ad Hoc Committees of Senate

<http://archives.brandonu.ca/en/permalink/descriptions149>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 6.4

GMD: textual records

Scope and Content:

None of the records in this sub-series have been processed.

A.E. McKenzie



<http://archives.brandonu.ca/en/permalink/descriptions4317>

Part Of: RG 3 A.E. McKenzie Company fonds
Description Level: Sub-series
Series Number: McS 2 2.1
GMD: textual records
Date Range: 1910-1964; 1966 (legal), 1976 (patents)
Physical Description: 26.3 cm

History /

Biographical:

Albert Edward McKenzie was born in Wilcox Lake, York County, Ontario in 1870 to Francis Bethel McKenzie and Maria (Carley) McKenzie. In 1882 he moved to Brandon, Manitoba with his family, where his father established a Flour, Seed and Grain business. At the age of twenty-six, following his father's death, A. E. took over the family business and transformed it into a seed institute. As the President of The Brandon Seed House, and, later, A. E. McKenzie Seed Co. Ltd., Mr. McKenzie played a central role in the daily operations of his company up until three weeks prior to his death on September 25, 1964.

In 1901, Mr. McKenzie married Laura Bell of Carmen, Manitoba, with whom he had two daughters, Marjorie and Kathleen. Kathleen married Walter C. Roberts and became a member of the Board of Directors of her father's company. Marjorie graduated from Brandon College, and received additional degrees from the Columbia College of Expression, and from Northwestern University. From 1927-1930 she taught at Brandon College, then resigned to do post-graduate work. She returned to Brandon College in 1935 as Instructor of Public Speaking and Dean of Women in Clark Hall. Marjorie resigned as Dean of Women after one year, and eventually relocated to British Columbia. Both Kathleen and Marjorie survived their father. Laura had passed away in 1943. At the time of his death, A.E. McKenzie was also survived by had one grandson: David McKenzie Roberts.

In addition to building his company into one of Canada's foremost seed institutes, McKenzie was also involved with many community projects. He was affiliated with the YMCA, YWCA, Salvation Army, and Community Chest. He was a charter member of the Kiwanis Club, and a long-term officer of the Brandon Chamber of Commerce. However, McKenzie's major interest was Brandon College, for which he served as a governor and as chairman of the board of governors for the College.

A central figure in the fight to save Brandon College, McKenzie was instrumental in the formation of Brandon College Inc., and, in 1945, he established the A. E. McKenzie Foundation, for which the Government of Manitoba was the sole trustee. His gift to the Foundation was securities valued at \$1 million, which ensured the survival and re-establishment of Brandon College and later Brandon University.

In 1941, McKenzie received the degree of Doctor of Laws honoris causa from the University of Manitoba. In 1962, he was honored with a certificate of merit for exemplary citizenship in commerce and in every aspect of community life from the City of Brandon.

Custodial History:

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

Scope and Content:

This sub-series consists of correspondence created and received by A.E. McKenzie during his years as President/General Manager dealing with the operation of his company. This includes construction estimates, and correspondence with the company's lawyer, Wm. Johnson. A letter from Gairdner & Company Limited regarding McKenzie's attempt to reacquire ownership of A. E. McKenzie Ltd. from the Province of Manitoba.

The sub-series also contains material relating to legal matters: one file concerns a successful legal action against the A.E. McKenzie Seed Company by the Canadian Alfalfa Association. The action arose following the sale of seed to a seed company located in Berlin, Germany in 1938. A second file deals with the prosecution of the company in Bismarck, North Dakota for mail fraud. The company lost both cases. Patents secured by the company are also included within the sub-series.

Also contained within the legal sub-series are records dealing with A.E. McKenzie's passing. These include correspondence with the National Trust Company and Miss Jean MacKay, and a summary of A.E. McKenzie's will. There are also some documents dealing with McKenzie's stocks and shares in the Company.

Documentation relating to the 1918 By-Law Campaign, in which McKenzie tried to secure tax relief for his company in relation to the construction of its new plant, is also included within the sub-series.

The sub-series is divided into six sub sub series, including: (1) Secretary; (2) Legal Matters; (3) Correspondence; (4) Patents; (5) By-Law Campaign 1918; and (6) Miscellaneous.

Notes:	* "Tapes" in the Related Material field refers to hard copy written summaries originally provided on tape for typing. Organization by tape number was found to be more efficient than listing these items by title.
Language Note:	Within McS 2 1.3, the correspondence sub sub series, there are some documents written in Gregg shorthand. No translation is available.
Storage Location:	RG 3 A.E. McKenzie Company fonds McS 2 Office of the President/General Manager
Related Material:	Regarding sub sub series McS 2 2.2 (Legal Matters): The court pocket for the alfalfa case involving McKenzie Seeds at the Court of Queen's Bench in Regina, Saskatchewan may be available through the Saskatchewan Archives Board. John Diefenbaker acted for the Alfalfa Association in this case.
	Historical Topics under A.E. McKenzie Seed Co. Ltd. fonds, Series 2 (Office of the President/GM), sub-series 2 (J. Lasby Lowes) contains some information regarding McKenzie's patents (file 16, Tapes 29 and 30), and a legal case in Bismarck, North Dakota in 1957 regarding the violation of mail fraud statutes involving the sale of seed wheat (file 11, Tape 26)*. Information regarding the sale of Alfalfa seed to a German seed company is available in file 2. There are also a number of files containing information about A. E. McKenzie.



A.E. McKenzie fonds - miscellaneous

<http://archives.brandonu.ca/en/permalink/descriptions4343>

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

Description Level: Sub-series

Series Number: MG 5 1.5

GMD: textual records

Date Range: 1887-1960

Physical Description: 3.5 cm

History /

Biographical:

This sub-series is artificially created and contains records that did not fit into any of the preceding series or sub-series.

Custodial History:

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

Scope and Content:

The records in this sub-series concern A.E. McKenzie's personal life. It contains a number of documents created by his father, F. B. McKenzie, including land deeds, financial records, and a grant of probate. The sub-series also includes documents concerning the Ontario Mutual Life Assurance Co., the dissolution of partnership between A.E. McKenzie and George. E. McKenzie, the release of F.B. McKenzie's estate to his son and a copy of A.E. McKenzie's mother's last will and testament.

Also included within the sub-series is a file of correspondence between McKenzie and R.B. Dessert, a former employee of McKenzie Seeds who established his own seed company in California after leaving Brandon. The correspondence is almost entirely personal in nature.

Thank you letters regarding Brandon College and scholarships, as well as minutes from meetings of the Education Advisory Board can also be found within the sub-series.

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

MG 5 A.E. McKenzie fonds



A.E. McKenzie Foundation

<http://archives.brandonu.ca/en/permalink/descriptions4340>

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

Description Level: Sub-series

Series Number: MG 5 1.2

GMD: textual records

Date Range: 1940, 1945-1989

Physical Description: 6 cm

History /

Biographical:

In 1945 the A. E. McKenzie Trust of 1939, which led to the formation of Brandon College Incorporated, was cancelled. As a result A.E., who was still trying to solve the College's financial problems, set about attaining a special act of legislature that would enable him to transfer 90% of his company's stockholdings to the control of the Province of Manitoba to benefit the College.

See fonds level administrative history description.

Custodial History:

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

Scope and Content:

This sub-series includes correspondence regarding the McKenzie Foundation between Brandon College Inc., McKenzie Seeds, William Johnson and the Government of Manitoba. It also contains records dealing with Educational Advisory Board. A substantial amount of this correspondence is in regards to the payment of Brandon College Inc. from the McKenzie Foundation. In addition, there is also correspondence generated by the Comptroller-General and Wm. Johnson regarding Foundation Account, as well as some other financial information.

Various documents are also present within the sub-series, including Bill 87, amendments, an authorization provision for variation in agreement and an agreement between McKenzie, Brandon College Inc. and the National Trust. A collection of prepared statements or briefs, many written by A.E. McKenzie regarding the purpose and future of the Foundation are also included.

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

Related Material: Information regarding the A.E. McKenzie Foundation can be found in Series 2 (Office of the President/GM), sub-series 2 (J. Lasby Lowes), Historical Topics file 1 (Tape 9).

Series 5 (Photographs), oversized drawer #4 contains newspaper clippings dealing with the establishment of the McKenzie Foundation.



A.E. McKenzie Seed Co. Ltd. - miscellaneous publications

<http://archives.brandonu.ca/en/permalink/descriptions4335>

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

Description Level: Sub-series

Series Number: McS 6 6.2

GMD: textual records

Date Range: 1963, 1978, 1984-1985

Physical Description: 6 titles; 6 cm

History /

Biographical:

This sub-series consists of publications that did not fit into any of the preceding series or sub-series.

Custodial History:

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

Scope and Content:

This sub-series includes one copy each of Manitoba Business Top 100 (June 1985), Trade and Commerce Supplement, Brandon (c. 1963) and Manitoba Business (November 1985).

It also includes a Christmas Song book, the book "By Gossip and Myth" by Prof. George MacDowell and a document entitled "Background Information re A.E. McKenzie Seed Co. Ltd."

The following newspaper clippings have been located in the map case drawer #4 located in the archives reading room:

1. \$175,000 Gift Set for College from City Man
2. McKenzie Will Leaves House to Arts Centre
3. The Old Alma Mater is Down on Her Knees
4. How to Help the Alma Mater
5. Good Things are "growing" on at McKenzie Seeds (ad)
6. Fire fails to halt work at McKenzie Seeds
7. McKenzie Seeds: new facilities are first in North America
8. A full-page advertisement for McKenzie Seeds from "The Brandon Sun" (September 24, 1971)

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 6 Miscellaneous



A.E. McKenzie Seed Co. Ltd. - scrapbooks

<http://archives.brandonu.ca/en/permalink/descriptions4336>

Part Of: RG 3 A.E. McKenzie Company fonds
Description Level: Sub-series
Series Number: McS 6 6.3
GMD: textual records
Date Range: c.1903 - c.1940
Physical Description: 27.5 cm
Physical Condition: The scrapbooks in this sub-series are fragile, particularly the product book. They must be handled with great care.

Custodial History:

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

Scope and Content:

This sub-series consists of three scrapbooks. Two of the three contain copies of advertisements for a number of businesses, including McKenzie Seeds, Steele Briggs, Patmore's, Rennie's, and McFayden Seeds. Clippings dealing with a variety of other companies in the seed industry are also included. The third scrapbook contains pictures of various flowers, vegetable, herbs and other seed products in alphabetical order. An inventory is available for the third scrapbook.

Notes: Date(s) of creation, including distribution, publication, etc.:

- a) [No title] ad book - 1906-1911
- b) "Scrap Book" ad book - 1917-1926
- c) [No title] product book - c.1903 - c.1940

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 6 Miscellaneous



Alexander MacPhail collection textbooks

<http://archives.brandonu.ca/en/permalink/descriptions4542>

Part Of: MacPhail collection
Description Level: Sub-series
Series Number: 26-2006.1
Item Number Range: 1-22
Accession Number: 26-2006
GMD: textual records
Date Range: 1901-1948
Physical Description: 36 cm
Physical Condition: Some of the titles are fragile and/or stained/torn.

Scope and Content:

Sub-series consists of the following titles:

"Tales and Trails of Western Canada" by Nell Macvicar and Irene Craig

"Manitoba Public School Arithmetic: Book II" by J.A. Smith and R.H. Roberts (1922)

"Handbook of Nature-Study for Teachers and Parents" by Anna Botsford Comstock (1911)

"Forests and Trees" by B.J. Hales (1925)

"Fodder and Pasture Plants" George H. Clark and M. Oscar Malte with water colour illustrations by Norman Criddle (1913)

"Wild Flowers of Western Canada" by William Copeland McCalla (1920)

"The Dragon and the Raven" by G.A. Henty

"Manitoba High School Civics" by A.L. Burt (1945)

"The Manitoba Arithmetic for Elementary Grades: Grade IV" by the Department of Education, Province of Manitoba

"The Treasury Sight-Reader: Book II - Junior" by Maurice Jacobson

"The Treasury Sight-Reader: Book III - Intermediate" by Maurice Jacobson

"The Manitoba Readers - Third Reader"

"Young Blood" by E.W. Hornung (1901)

"The Moonstone: A Romance" by Wilkie Collins

"Mental Arithmetic: Part I" by Charles G. Fraser

"The Canada Book of Prose and Verse: Book One" by Lorne Pierce (1948)

"How to be Healthy" by J. Halpenny and Lilian B. Ireland (1911)

"The A B C of Musical Theory" by Ralph Dunstan

"Canadian Civics" by R.S. Jenkins (1909) - Manitoba edition

"Canada: A History for High Schools" by G.J. Reeve (1926)

"History of England for Public Schools" authorized by the Departments of Education for Manitoba, Saskatchewan, Alberta and British Columbia (1922).

Storage Location: 2006 accessions



Alumni Relations

<http://archives.brandonu.ca/en/permalink/descriptions181>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 10.3
GMD: textual records
Date Range: 1930-2003
Physical Description: 4.6 m (not including financial ledger)

History /

Biographical:

A gathering of the Arts Class of 1912, the theological graduates of 1912, the Ad Eundem graduates and former graduates in Brandon for the Convocation exercises met in 1911 and decided to form an Alumni Association of Brandon College open to all Arts and Theological graduates, past, present and to com, and also to those admitted Ad eundem. An executive was elected and a constitution was to be written. The aim of the Alumni Association was to "promote and sustain the spirit of loyalty to its Alma Mater, and to assist in all possible ways in exalting her ideals and forwarding her progress." It was also meant to sustain and strengthen bonds of fellowship between the members of the body graduate. To foster this sentiment an annual Alumni banquet was discussed. It is unkown how long this version of the Brandon College Alumni Association operated or what became of it.

The present day Alumni Relations office dates from the local chapter of the Brandon College Alumni Association organized in June 1936 at a meeting held in the reception room of Clark Hall.

Scope and Content:

Sub-series consists of three sub sub series, including: (1) General files; (2) Alumni News; and (3) Homecoming and Class Reunions.

Notes: History/Bio information was taken from articles in the Quill (December 1912) and (September 23, 1936).

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



Archibald P. McDiarmid

<http://archives.brandonu.ca/en/permalink/descriptions4239>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 2.1

GMD: textual records

Date Range: 1899-1912

Physical Description: 1.71 m

History /

Biographical:

Dr. McDiarmid was born in 1852 in Yarmouth, County Elgin, Ontario to John and Christina McDiarmid. He graduated from grammar school at St. Thomas and from the Canadian Literary Institute at Woodstock. Dr. McDiarmid was the prize man every year at the University of Toronto and won the silver medal in metaphysics in 1875, his graduating year. He was a student pastor at Clarence Baptist Church his junior year at Toronto. In 1876 he received the Master of Arts degree. McDiarmid attended the Rochester Theological Seminary in Rochester, NY. The Board of Woodstock College subsequently offered him a position as Examiner of Metaphysics and Logic. McDiarmid also worked as a pastor at Strathroy and Point Hope.

In 1886 he was called to be the minister of First Church, Ottawa. His scholarly preaching and warm, personal sympathy greatly increased the church membership. McDiarmid went to Brooklyn, NY for two years. He was then appointed Secretary of the Foreign Mission Society of the Ontario and Quebec Convention. In 1899, at age 47, Dr. McDiarmid was asked by the Western Baptist Committee to assume headship of the newly formed Brandon College. McDiarmid accepted the offer and became the first Principal in 1899. In 1910 his position title was changed to President. Dr. McDiarmid retired in 1912 and moved to Robson, B.C., where he owned a farm. He died on January 24, 1946 at the age of 94 in Robson.

Scope and Content:

Dr. McDiarmid's papers contain a wide variety of items. Because the positions of Bursar and Registrar would not be created until 1910, it was McDiarmid who handled all of the finances of the college. The collection includes letters from prospective students and room requests. The tenders for the building of Brandon College are also in this collection. There is substantial correspondence on the Baptist's fundraising efforts, and lists of pledges and subscriptions. There is also correspondence regarding the quest for a university charter, and the eventual affiliation with McMaster University.

Name Access: Archibald P. McDiarmid

Storage Location: RG 1 Brandon College fonds
Series 2: Office of the Principal/President



Arts Banquet Committee

<http://archives.brandonu.ca/en/permalink/descriptions4271>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.20

GMD: textual records

Date Range: 1938-1964

Physical Description: 2 cm

Scope and Content:

These are the minutes from the meetings of the Arts Banquet committees from 1938 until 1964. They include detailed descriptions of what each banquet would entail.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Athletic Assocaition/Athletic board

<http://archives.brandonu.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.brandonu.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 - documents

<http://archives.brandonu.ca/en/permalink/descriptions4311>

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

Description Level: Sub-series

Series Number: McS 1 1.1

GMD: textual records

Date Range: 1904-1971

Physical Description: 24.5 cm

Custodial History:

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

Scope and Content:

This sub-series is comprised of various documents, agreements and contracts generated by A. E. McKenzie Seed Co. Ltd. Among the documents are by-laws, letters of patents, land deeds, leases, transfers of property, grants of probate, trademark documents, certificates of title, incorporation documents, bills of sale, assets and liabilities, licenses to do business, loan documents, tax statements/certificates, insurance documents, memorandums, declarations, estate documents, releases, settlements, mortgages, and bill 87.

Storage Location: RG 3 A.E. McKenzie Company fonds

McS 1 Board of Directors



Board of directors - financial records

<http://archives.brandonu.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