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## Historical Sketches

### Administrative Council

The Administrative Council was inaugurated on June 15th 1960 as a result of the recommendations of the Special Committee of General Assembly on the Financial Structure and Administrative Organization and Procedures of The Presbyterian Church in Canada which were adopted by the General Assembly of 1960. The Administrative Council in effect replaced the Board of Administration, which was dissolved during 1960, and its responsibilities substantially transferred to the Administrative Council. Membership of the Administrative Council included both laity and clergy, and there was representation from each of the Boards and Committees of the Church. The Council was given responsibility for the long and short range planning of the church and control over its financial affairs.

### Committees of the Administrative Council

#### Finance Committee

The Finance Committee of the Administrative Council was established following the decision to interrupt the three year trial period of the Board of Finance and Office Management in 1961. The Board had been put in place with the inauguration of the Administrative Council but the burden of all of its responsibilities forced the Council to approach the General Assembly in 1961 to have two separate committees created to divided the responsibilities between. One of those two committees was the Finance Committee. Two Spending Board conferences were also held in the Council's early days to try to address the dire financial situation of the Church. One was held in 1961 concerning Authorized Expenditures from the Budget and the second in 1962 concerning Estimates. The successes of these conferences were marginal but they did bring representatives of the boards and committees together to see the financial problems of the Church on a larger scale and to help to implement a conference policy for dealing with the financial problems. Budgeting techniques such as zero base budgeting and the creation of a Priority Review Committee to examine budgetary practices and help set financial policy, highlight some of the actions undertaken by the Committee to help other boards and committees to meet their necessary financial goals and the financial goals of the Church. The Finance Committee also oversaw the functioning of the Audit Committee, the Audit Sub Committee and the Presbyterian Church's commitment to the Canadian Council of Churches.

#### Gift Annuity Committee

This committee was set up to raise funds for the Church by instituting a program in which people were paid an annuity by the Church while they were alive and following their death the Church received money from their estate. The annuity program was short lived, beginning in 1980 and being stopped in 1984.

#### Office and Property Committee/Building and Property Committee

The Office and Property Committee had its beginnings in 1960 as the Board of Finance and Office Management. Due to the changes brought by the inauguration of the Administrative Council, the Board of Finance and Management was to be set up for a trial period of three years. The Board consisted of eighteen members and was charged with the responsibility of the accounting services in the Church offices, for supply and purchasing, property management and all other matters of an administrative nature. The Board was to help other committees and boards with budgeting and supervise office accommodation and clerical assistance for the various departments. However this proved to be too much responsibility for the Board and changes were made. The Administrative Council asked the General Assembly to allow the creation of two separate committees to oversee the financial and office needs of the Church. In 1961 the Board of Finance and Office Management was replaced by the Finance Committee and the Office and Property Management Committee. The purpose and function of the Office

and Property Committee changed again slightly September 9, 1982 when the name of the committee became the Building and Property Committee. The responsibilities of the Committee at this time included cleaning, landscaping and snow removal, space allocation, maintenance of office equipment and overseeing the work of the building superintendent.

### **The Penmarvian Home for Aged and Infirm Ministers, Missionaries and Wives**

The Penmarvian Home for Aged and Infirm Ministers, Missionaries and Wives was opened to guests in November 1, 1937 and closed September 15, 1970. The home was forced to close as an infirmary wing became necessary but required too much of a capital outlay. The twelve acre site in Paris, Ontario was devised to the church by John Penman, a manufacturer of woollen goods. The premises and an endowment Fund of \$100 000 came to the Church in 1937 after the death of Miss McVicar, the sister of Mrs. Penman. The premises began as a home for sick and retired ministers and missionaries but when their numbers began to dwindle, the home was opened to the widows of these individuals and finally to all Presbyterians. The Penmarvian Home was operated by a committee of individuals appointed by the Board of Administration (later the Administrative Council) for twenty nine years. Escalating costs, a number of massive renovations required and insufficient funding provided by the endowment forced the closure of Penmarvian. The Church could not continue to subsidize Penmarvian out of the general revenue account.

### **The Presbyterian Advance for Christ and Peace Thankoffering**

The Presbyterian Advance for Christ and Peace Thankoffering was authorized by the General Assembly of 1945 on the recommendation of the Board of Administration. This was a fund-raising campaign, initiated by the Anglican Church and carried out by the Anglican, United, Baptist and Presbyterian Churches as a means of financing reconstruction in Canada and overseas following the end of the Second World War. The Presbyterian campaign was to raise \$2 000 000 but by the end of the campaign in 1949 approximately \$1 500 000 had been contributed. The final report in the Acts & proceedings of 1949 noted that the fund-raising was not the only purpose or achievement of the campaign. In many congregations and some presbyteries the Advance led to the discovery of potential lay leadership which gained experience and knowledge of the church and will now take part in its continuing work. Experiments were made in organization and much valuable experience was gained for the church at large, as well as in presbyteries and congregations. But perhaps the greatest gain lay in the fact that the church became more and more aware of its responsibility for the future, for wise and vigorous plans and for a strong sense of purpose under the guidance of the Holy Spirit.

### **Committee Administering the Christian Outreach Fund**

The Christian Outreach Fund was administered by a committee composed of the Trustees of the Church Extension Fund, the Trustees of the Church and Manse Fund and members of the Home Missions Sub Executive. The Fund was established in 1951 to be used entirely for new work or to provide new buildings in fields which had been previously established. It was not available for financing alterations, redecoration or remodeling. This Fund operated in a similar manner to the Church Extension Fund and Church and Manse Board and was among one of the four committees amalgamated in 1964 to create the Lending Fund Committee.

### **Committee on the Lending Funds**

The Committee on the Lending Funds was established in 1964 to administer the Church Extension Fund, the Church and Manse Fund, the Peace Thankoffering Church Building Fund and the Christian Outreach Extension Fund. Provision was made for the addition of other funds. The Administrative Council amalgamated these four funds for convenience in administration and consistency in regulations. The regulations governing the funds were laid out in the 1964 Acts & Proceedings (pp.462-465). The Committee reported separately from the Administrative Council to General Assembly.

### **Building Committee**

The Building Committee was responsible for the building of the administrative offices at 50 Wynford Drive, Don Mills. The Board of Administration began the process of acquiring a new building for the administrative offices when in 1955 it reported to Assembly that the building at 63 St. George Street, Toronto was inadequate. The Administrative Council reported in 1961 that there was insufficient funding available for the proposed building of new offices (p. 353). However, the General Assembly disagreed

and the Building Committee was instructed to continue "with a view to erecting or purchasing a building which will be suitable as Church Offices" (A. & P. 1962 p.351). The Building Committee reported in 1962 that there was insufficient finance available and the Administrative Council agreed to postpone the erection of a new building until there was enough money. In 1963 the Council reported that it had decided to accept the offer from St. Andrew's Church, Toronto to provide a site for a new building on condition of a satisfactory arrangement being worked out (A & P. 1963, p.378). However, these negotiations failed and in 1964 the Administrative Council returned to the original plan of 1960 to erect a building in the Flemingdon Park area of Toronto. The owners of the neighbouring property, however, offered a different site in exchange for the Flemingdon Park site as they needed space for expansion and so the Council finally settled on a site on Wynford Drive. The building was named the Walter Gow Memorial Building and was officially opened by the Governor-General of Canada, Roland Michener, in November 1967.

### **Colonel J.B. Maclean Estate\Crieff Hills Community**

Colonel John Bryce (J.B.) Maclean, founder of Maclean-Hunter publishing, passed away in 1950 and bequeathed The Presbyterian Church in Canada, 250 acres of land including five homes, a number of other buildings and negotiable assets, principally stock in the company. The Church for twenty three years oversaw the bequest but made little use of the property and did not develop it in accordance with the wishes or intentions of Colonel Maclean's will. In 1971, a Special Committee, The Maclean Estate Development Committee, was formed to examine the possible uses of the Maclean Estate. The Committee was authorized to conduct a thorough study of the development of the property and report back to General Assembly. In 1972 the survey was complete and suggested three options for development including, the sale of the property for development, the sale of the natural resources on the land or the continued use of the property as a conference centre and retreat. The third option was selected as the method of development and with that choice a number of administrative changes occurred with the committees overseeing the task. The Maclean Estate Development Committee became a Committee of the Administrative Council, the Maclean Estate Committee remained a separate sub committee of the Administrative Council and was to be known as the Maclean Estate Management Committee. The Crieff Conference Centre Committee was discharged in 1973 and the Maclean Estate Development Committee was discharged in 1974 following the appointment of a Resident Directors at Crieff Hills Community to monitor the Estate. Although the committee which oversees the operation Crieff continues to be restructured, the Crieff Hills Community continues to enjoy success and meet the mandate set forth by Colonel Maclean of a property that would be revenue generating for the Church.

### **Committee to Co-ordinate Centennial Celebrations**

The Committee to Co-ordinate Centennial Celebrations was appointed in 1972 by the Administrative Council under the chairmanship of Professor Allan Farris. In 1973 Professor Farris resigned due to ill-health and was succeeded by Dr. John A. Johnston. The committee was given responsibility for the celebrations of the 100th anniversary of the formation of The Presbyterian Church in Canada. The celebrations extended over the years 1974-1975 and the committee was discharged thereafter.

### **National Committee on the Second Century Advance for Christ**

This fund was initiated by the Board of World Mission which recommended to the 1974 General Assembly that a Capital Fund Campaign start in 1976. The proposal was sent to Presbyteries for study and in 1975 the Administrative Council recommended to Assembly that the Second Century Advance for Christ be approved with a \$3 000 000 objective. The National Committee was appointed as a committee of the Administrative Council and reported annually until 1980.

### **Executive Planning and Co-Ordinating Committee (Strategic Planning)**

This committee was set up by the Administrative Council in 1987 to co-ordinate what became known as Strategic Planning. It reported to the 1988 and 1989 Assemblies.

### **Management Committee**

This committee was first appointed in March 1982. the purpose of the committee was to provide oversight on the ongoing operation of the Administrative Council in order that the administrative and financial procedures and service be carried out efficiently. The committee was to meet six times per year but as changes in the committee and executive staff positions allowed the committee to meet less frequently but still meet its mandate

## File List

<u>File No.</u>	<u>Date</u>	<u>Description</u>
<b>Minutes</b>		
1973-1030-1-1	1960-1962	Minutes of the Council Meetings Includes reports and appendices to minutes
1973-1030-1-2	1963	Minutes
1973-1030-1-3	1964	Minutes
1973-1030-1-4	1965	Minutes
1973-1030-1-5	1966	Minutes
1973-1030-1-6	1967	Minutes
1973-1030-1-7	1968	Minutes
1973-1030-1-8	1969	Minutes
1973-1030-1-9	1970	Minutes
1973-1030-1-10	1971	Minutes
1973-1030-1-11	1960-1961	Minutes of Executive meetings
1973-1030-1-12	1962	Minutes of Executive meetings
1973-1030-2-1	1963	Minutes of Executive meetings
1973-1030-2-2	1964	Minutes of Executive meetings
1973-1030-2-3	1965	Minutes of Executive meetings
1973-1030-2-4	1966	Minutes of Executive meetings
1973-1030-2-5	1967	Minutes of Executive meetings
1973-1030-2-6	1968	Minutes of Executive meetings
1982-1032	[ca. 1979]	Supplementary Report to General Assembly Pre-Election Kit
<b>Secretary's Records</b>		
1982-1017-1-1		Correspondence and reports Committee on Educational Needs
1982-1017-1-2	1964-1969	Report on Seminar "Management for Results" 1964 and Correspondence Organization and Planning Committee

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1982-1017-1-3	1979-1980	Correspondence with government and churches concerning sponsorship and church policy towards refugees
1982-1017-1-4	1959-1967	Correspondence - Inter-Church relations
1982-1017-1-5	1980-1982	Correspondence relating to settlement of estate and bequest to church - Jack Wells estate
1982-1017-1-6	1985	Letter in response to request on responsibilities of trustees in a congregation
1982-1017-1-7	1964-1967	Correspondence concerning the Christian Pavilion at Expo '67, Montreal

### **Comptroller's Office**

1982-1030-1-1	n.d.	"Financial Records for Congregations" 36pp.
1982-1030-1-2	1980	Handbook for Congregational Treasurers Prepared by Norman Creen, Comptroller

### **Financial Ledgers, Journals and Cash Books**

1996-1001-L-58 (O/S)	1971-1986	Ledger – general
1996-1001-L-60	Apr 1970	Ledger – general list of accounts
1996-1001-L-59 (O/S)	1963-1969	Ledger – Penmarvian Home
1996-1001-L-64	1965-1975	Journal – Penmarvian Home
1996-1001-L-61	1972-1980	Journal Scott Fund, 1972-1980 Morgan Home, 1973-1979
1996-1001-L-63	1980-1984	Journal Scott Fund, 1980-1984 Morgan Home, 1980-1984
1996-1001-L-62	1964-1967	Journal – Ewart College
1996-1001-L-65	1964-1968	Journal – Lending Fund
1996-1001-L-66	1969-1972	Journal Lending Fund, 1969-1972 FMA, 1969-1972 MacLean Account, 1969-1972 Scott Fund, 1969-1972 Morgan Home, 1969-1971

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1996-1001-L-67	1973-1976	Journal Lending Fund, 1973-1976 FMA, 1973-1976 MacLean Account, 1973-1976 Scott Fund, 1973-1976 Morgan Home, 1973-1976
1996-1001-L-68 (O/S)	1977-1984	Journal Lending Fund, 1977-1984 FMA, 1977-1984 MacLean Account, 1977-1980 Scott Fund, 1977-1984 Morgan Home, 1977-1984
1996-1001-L-69 (O/S)	1961-1963	Cash Book – General
1996-1001-L-70 (O/S)	1963-1965	Cash Book - General
1996-1001-L-71 (O/S)	1965-1968	Cash Book – General
1996-1001-L-72 (O/S)	1968-1969	Cash Book – General
1996-1001-L-73 (O/S)	1969-1971	Cash Book – General
1996-1001-L-74 (O/S)	1971-1973	Cash Book – General
1996-1001-L-75 (O/S)	1973-1975	Cash Book – General
1996-1001-L-76 (O/S)	1975-1977	Cash Book – General
1996-1001-L-77 (O/S)	1977-1979	Cash Book – General
1996-1001-L-78 (O/S)	1979-1981	Cash Book – General
1996-1001-L-79 (O/S)	1981-1983	Cash Book – General
1996-1001-L-80 (O/S)	1983-1984	Cash Book – General Incl. investments, May-Oct. 1984
1996-1001-L-81 (O/S)	1962-1972	Cash Book – Dr. Ephraim Scott Fund
1996-1001-L-84 (O/S)	1960-1966	Cash Book – MacLean Account
1996-1001-L-85 (O/S)	1966-1973	Cash Book – MacLean Account
1996-1001-L-86 (O/S)	1973-1979	Cash Book – MacLean Account
1996-1001-L-87 (O/S)	1979-1981	Cash Book – MacLean Account
1996-1001-L-88 (O/S)	1957-1963	Cash Book – Penmarvian Home
1996-1001-L-89 (O/S)	1964-1969	Cash Book – Penmarvian Home
1996-1001-L-90 (O/S)	1970-1975	Cash Book – Penmarvian Home
1996-1001-L-91 (O/S)	1963-1969	Cash Book – Deaconess Training Home



<u>File No.</u>	<u>Date</u>	<u>Description</u>
1996-1001-L-82	1962-1971	Cash Book – Lending Fund
1996-1001-L-83	1972-1979	Cash Book – Lending Fund
1996-1001-L-92 (O/S)	1979-1984	Cash Book – Lending Fund
1996-1001-L-100 (O/S)	1970-1981	Journal and Cash Book Journal for NDF, 1970-1974 Cash Book MacLean Account, 1980-1981

### **Finance Committee**

1989-1006-12-7	Jan. 1960	Minutes Conference of Spending Boards
1989-1006-12-8	Mar. 1960	Minutes Finance Committee and Conference of Representatives of Spending Boards
1989-1006-12-9	June 1960-Mar. 1961	Finance and Office Management Minutes and Index to Minutes
1989-1006-12-10	Dec. 1961-Nov. 1962	Minutes
1989-1006-12-11	Jan.-Nov. 1963	Minutes
1989-1006-12-12	Oct. 1963	Minutes Joint Meeting: Finance Committee, Administrative Council and General Board of Missions
1989-1006-12-13	Jan.-Dec. 1964	Minutes
1989-1006-12-14	Jan. 1964-Nov. 1965	Minutes
1989-1006-13-1	Feb. 1965	Minutes Joint Meeting: Finance Committee and Representatives of all Spending Boards
1989-1006-13-2	Jan.-Nov. 1966	Minutes
1973-1032-1-1	1963-1966	Reports to Administrative Council
1989-1006-13-3	Jan. 1967-Nov. 1967	Minutes
1989-1006-13-4	Jan. 1968-Dec. 1968	Minutes
1989-1006-13-5	Apr. 1968	Report to Administrative Council
1989-1006-13-6	May 1968	Minutes Sub Committee on Gifts
1989-1006-13-7	1963-1969	Minutes Operation Beaver, Finance Committee Recommendation

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-13-7	Jan. 1969-Nov. 1969	Minutes and year end material 1968
1989-1006-13-8	Jan. 1970	Minutes and budgetary figures
1989-1006-13-10	Feb. 19, 1970	Minutes and budgetary figures
1989-1006-13-11	Feb. 26, 1970	Minutes and budget estimates
1989-1006-13-12	Mar. 1970	Minutes Sub Committee re Conference Centre
1989-1006-13-13	Mar. 1970	Minutes
1989-1006-13-14	Apr. 1970	Minutes
1989-1006-13-15	Sept. 1970	Minutes and budgetary figures
1989-1006-13-16	Oct. 1970	Minutes and budgetary figures
1989-1006-13-17	Nov. 1970	Minutes and budgetary figures
1989-1006-13-18	Jan. 1971	Minutes and budgetary figures
1989-1006-13-19	Feb. 18, 1971	Minutes and budgetary figures
1989-1006-13-20	Feb. 23, 1971	Minutes and budgetary figures
1989-1006-13-21	Mar. 1971	Minutes and budgetary figures
1989-1006-13-22	Apr. 1971	Minutes and budgetary figures
1989-1006-13-23	Apr. 14, 1971	Minutes Informal Meeting
1989-1006-13-24	May 1971	Minutes and budgetary figures
1989-1006-13-25	Sept. 1971	Minutes and budgetary figures
1989-1006-13-26	Oct. 1971	Minutes and budgetary figures
1989-1006-13-27	Nov. 1971	Minutes and budgetary figures
1989-1006-13-28	Dec. 1971	Minutes and budgetary figures, Report to Sub Executive Committee
1989-1006-14-1	Jan. 1972	Minutes and budgetary figures, Report to Executive Committee
1989-1006-14-2	Feb. 18, 1972	Minutes and budgetary figures
1989-1006-14-3	Feb. 22, 1972	Minutes and budgetary figures
1989-1006-14-4	Feb. 1972-Mar. 1972	Minutes and budgetary figures, proposal, General Assembly Agency for Congregational Life, Report to Executive Committee

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-14-5	Apr. 1972	Report to Administrative Council
1989-1006-14-6	May 1972	Minutes and budgetary figures, Report to Executive Committee
1989-1006-14-7	June 1972	Minutes and budgetary figures (minutes missing)
1989-1006-14-8	Sept. 1972	Minutes and budgetary figures, Report to Executive Committee
1989-1006-14-9	Oct. 1972	Minutes and budgetary figures, Report to Administrative Council, Joint meeting with Organization and Planning Committee
1989-1006-14-10	Nov. 1972	Minutes and budgetary figures, Report to Administrative Council
1989-1006-14-11	Dec. 1972	Minutes and budgetary figures
1989-1006-14-12	Jan. 1973	Minutes and budgetary figures, Report to Executive Committee
1989-1006-14-13	Feb. 1973	Minutes Joint Meeting: Finance Committee and Major Spending Boards and Committees
1989-1006-14-14	Feb. 1973-Mar. 1973	Minutes and budgetary figures, Report to Administrative Council, Report to Executive Committee
1989-1006-14-15	Apr. 1973	Minutes and budgetary figures, Report to Administrative Council
1989-1006-14-16	May 1973	Minutes and budgetary figures, Report to Executive of Administrative Council
1989-1006-14-17	Sept. 1973	Minutes and budgetary figures, Report to Executive Committee
1989-1006-14-18	Oct. 1973	Minutes and budgetary figures, Report to Administrative Council
1989-1006-14-19	Nov. 1973	Minutes and budgetary figures, Report to Executive Committee of Administrative Council
1989-1006-14-20	Jan. 1974	Minutes and budgetary figures, Report to Executive of Administrative Council
1989-1006-14-21	Feb. 1974-Mar. 1974	Minutes and budgetary figures, Report to Executive of Administrative Council
1989-1006-14-22	Mar. 1974-Apr. 1974	Minutes and budgetary figures, Report to Administrative Council
1989-1006-14-23	May 1974	Minutes and budgetary figures, Report to Executive Committee

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-14-24	May 1974	Report to Executive Committee
1989-1006-14-25	Sept. 1974	Minutes and budgetary figures
1989-1006-14-26	Oct. 1974-Nov. 1974	Minutes and budgetary figures, Report to Administrative Council
1989-1006-14-27	Dec. 1974	Minutes, Report to Executive Committee
1989-1006-15-1	Jan. 1975	Minutes and budgetary figures, Report to Executive Committee
1989-1006-15-2	Feb. 1975	Minutes and budgetary figures, Report to Executive Committee
1989-1006-15-3	Mar. 1975-Apr. 1975	Minutes and budgetary figures, Report to Administrative Council
1989-1006-15-4	Apr. 1975-May 1975	Minutes and budgetary figures, Report to Executive of Administrative Council
1989-1006-15-5	Sept. 1975	Minutes and budgetary figures, Report to Executive of Administrative Council
1989-1006-15-6	Oct. 1975	Minutes and budgetary figures, Report from Sub-Committee on Legacies
1989-1006-15-7	Nov. 1975	Report to Administrative Council
1989-1006-15-8	Nov. 1975-Dec. 1975	Minutes and budgetary figures, Report to Administrative Council
1989-1006-15-9	Jan. 1976	Minutes, budgetary figures and related material, Report to Administrative Council
1989-1006-15-10	Feb. 1976-Mar. 1976	Minutes, budgetary figures and related material, Report to Executive Committee
1989-1006-15-11	Mar. 1976-Apr. 1976	Minutes, budgetary figures, Report to Administrative Council
1989-1006-15-12	May 1976	Minutes, budgetary figures, Report to Administrative Council
1989-1006-15-13	Sept. 1976	Minutes, budgetary figures, Report to Executive of Administrative Council
1989-1006-15-14	Oct. 1976-Nov. 1976	Minutes, budgetary figures, Report to Administrative Council
1989-1006-15-15	Nov. 1976-Dec. 1976	Minutes, budgetary figures, Report to Executive of Administrative Council
1989-1006-15-16	Jan. 1977	Minutes, budgetary figures and related material
1989-1006-15-17	Jan. 1977	Report to Executive of Administrative Council

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-15-18	Feb. 1977	Minutes, budgetary figures and related material
1989-1006-15-19	Mar. 1977	Minutes, budgetary figures and related material, Report to Administrative Council
1989-1006-15-20	Sept. 1977	Minutes, budgetary figures and related material, Report to Administrative Council
1989-1006-15-21	Nov. 1977	Minutes, budgetary figures and related material, Report to Administrative Council
1989-1006-16-1	Jan. 1978	Minutes, budgetary figures and related material
1989-1006-16-2	Feb. 1978-Mar. 1978	Minutes, budgetary figures and related material, Auditor's Report, Report to Administrative Council
1989-1006-16-3	Apr. 1978-May 1978	Minutes, budgetary figures and related materials, Report to Administrative Council
1989-1006-16-4	Sept. 1978	Minutes, budgetary figures and related material
1989-1006-16-5	Nov. 1978	Minutes, budgetary figures and related material
1989-1006-16-6	Jan. 1979	Minutes, budgetary figures and related material including 1978 Auditor's Report
1989-1006-16-7	Feb. 1979-Mar. 1979	Minutes Joint Meeting: Finance and Program Co-ordinating Committee
1989-1006-16-8	Mar. 1979-Apr. 1979	Minutes, budgetary figures and related material, Report to Administrative Council
1989-1006-16-9	May, 1979, Dec 1978	Minutes, budgetary figures and related material, Financial Statements - year end 1978
1989-1006-16-10	Nov. 1979	Minutes, budgetary figures and related material
1989-1006-16-11	Dec 1979, Mar. 1980	Financial Statements - year end Dec. 31, 1979, Auditor's Report - March 25, 1980
1989-1006-16-12	1980	Budget estimates and related material
1989-1006-16-13	Jan. 1980	Minutes, budgetary figures and related material, Preliminary report from Priority Review Committee
1989-1006-16-14	Mar. 1980	Minutes, budgetary figures and related material
1989-1006-16-15	May. 1980	Minutes, budgetary figures and related material
1989-1006-16-16	Sept. 1980	Minutes, budgetary figures and related material
1989-1006-16-17	Nov. 1980	Minutes, budgetary figures and related material

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-17-1	Jan. 1981, Nov. 1980	Minutes, budgetary figures and related material, Report of Priority Review Committee, Report of Office and Property Committee (Nov. 1980)
1989-1006-17-2	Mar. 1981, Apr. 1980	Minutes, budgetary figures and related material, Report to Administrative Council, Report of Priority Review Committee to Administrative Council (April 22-23, 1980)
1989-1006-17-3	May 1981	Minutes, budgetary figures and related material
1989-1006-17-4	Aug. 1981	Minutes, budgetary figures and related material
1989-1006-17-5	Sept. 1981	Minutes and budgetary figures
1989-1006-17-6	Nov. 3, 1981	Minutes, budgetary figures and related material
1989-1006-17-7	Nov. 24, 1981	Minutes, budgetary figures and related material, Office and Property Committee minutes
1989-1006-17-8	Jan. 1982-Feb. 1982	Minutes, budgetary figures and related material, Report to Administrative Council, 1983 Priority Listing
1989-1006-17-9	Mar. 2, 1982	Minutes, budgetary figures and related material
1989-1006-17-10	Mar. 12, 1982	Minutes, budgetary figures and related material
1989-1006-17-11	Apr. 1982-May 1982	Minutes, budgetary figures and related material, Report to Administrative Council, Priority Review Committee information
1989-1006-17-12	Sept. 1982	Minutes, budgetary figures and related material, Report to Executive of the Administrative Council
1989-1006-17-13	Nov. 1982	Minutes, budgetary figures and related material, Report to Administrative Council on Government Regulation of Registered Charities
1989-1006-17-14	Feb. 1983	Minutes, budgetary figures and related material, report from income and expenditure
1989-1006-17-15	Mar. 1983-Apr. 1983	Minutes, budgetary figures and related material, Report to Administrative Council, Report of Special Committee on Pensions
1989-1006-17-16	May 1983, Feb 1983	Minutes, budgetary figures and related material, Report to Executive of the Administrative Council
1989-1006-17-17	June 1983	Report of the Nominating Committee
1989-1006-17-18	Sept. 1983	Minutes, budgetary figures and agenda items
1989-1006-17-19	Nov. 1983, Sept. 1983	Minutes, budgetary figures and agenda items, Report to Executive of Administrative Council

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-18-1	Jan. 1984, Nov. 1983	Minutes, budgetary figures and agenda items, Special Committee on Budget Allocations, Report to Administrative Council
1989-1006-18-2	Mar. 1984	Minutes, budgetary figures and agenda items, Report of Sub Committee on Deficit/Surpluses and use of Bequest, Auditor's Report
1989-1006-18-3	May 1984-Aug. 1984	Sub Committee on Budget Allocation Formula
1989-1006-18-4	May 1984, Mar 1984	Minutes, budgetary figures and agenda items, Report to Administrative Council
1989-1006-18-5	Oct.1, 1984, Sep 1984	Minutes, budgetary figures and agenda items, Report of Sub Committee on Budget Allocation Formula
1989-1006-18-6	Oct. 30, 1984	Minutes and budgetary figures
1989-1006-18-7	Jan. 1985, Nov. 1984	Minutes, budgetary figures and agenda items, Report to Administrative Council
1989-1006-18-8	Mar. 1985	Minutes, budgetary figures and agenda items, Report of Lending Committee to Finance Committee, Auditor's Report
1989-1006-18-9	Apr. 1985, Mar. 1985 Dec. 1983, 1984	Minutes, budgetary figures and agenda items, Report to Administrative Council, Report on Pension Plans, Auditor's Report
1989-1006-18-10	Oct. 1985	Minutes, budgetary figures and agenda items
1989-1006-19-1	Jan. 1986	Minutes, budgetary figures and agenda items
1989-1006-19-2	Mar. 1986, Feb. 1986	Minutes, budgetary figures and agenda items, Report to Executive of the Administrative Council
1989-1006-19-3	May 1986	Budgetary figures and agenda items - telephone confirmation
1989-1006-19-4	Oct. 1986, Dec. 1985	Minutes, budgetary figures and agenda items, Report of Task Force on a Presbytery Development Fund
1989-1006-19-5	Jan. 1987, Nov. 1986	Minutes, budgetary figures and agenda items, Report to Administrative Council
1989-1006-19-6	Mar. 1987, Feb. 1987	Minutes, budgetary figures and agenda items, Report to Executive of Administrative Council
1989-1006-19-7	May 1987	Minutes, budgetary figures and agenda items
1989-1006-19-8	Sept. 1987, May 1987	Minutes, budgetary figures and agenda items, Report to Executive of Administrative Council
1989-1006-19-9	Jan. 1988, Mar. 1987 Feb. 1988	Minutes, budgetary figures and agenda items Auditor's Reports for 1987, 1988

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-19-10	Mar. 1988, Feb. 1988	Minutes, budgetary figures and agenda items, Auditor's Report, Report to Executive of Administrative Council
1989-1006-19-11	May 1988	Minutes, budgetary figures and agenda items (minutes missing)
1989-1006-19-12	Nov. 1988	Minutes, budgetary figures and agenda items
<b>Annual Budgets</b>		
1989-1006-28-1	Jan. 1976-June 1976	Budget - actual - summary sheets, income and expenditures
1989-1006-28-2	July 1976-Dec. 1976	Budget - actual - summary sheets, income and expenditures
1989-1006-28-3	Jan. 1977-June 1977	Budget - actual - summary sheets, income and expenditures
1989-1006-28-4	July 1977-Dec. 1977	Budget - actual - summary sheets, income and expenditures
1989-1006-28-5	Jan. 1978-June 1978	Budget - actual - summary sheets, income and expenditures
1989-1006-28-6	July 1978-Dec. 1978	Budget -actual - summary sheets, income and expenditures
1989-1006-29-1	Jan. 1979-June 1979	Budget - actual - summary sheets, income and expenditures
1989-1006-29-2	July 1979-Dec. 1979	Budget - actual - summary sheets, income and expenditures
1989-1006-29-3	Jan. 1981-June 1981	Budget - actual - summary sheets, income and expenditures
1989-1006-29-4	July 1981-Dec. 1981	Budget - actual - summary sheets, income and expenditures
1989-1006-29-5	Jan. 1982-June 1982	Budget -actual - summary sheets, income and expenditures
1989-1006-29-6	1982	Budget - summary sheets, income and expenditure
1989-1006-29-7	Jan. 1981, May 1982 Apr. 1980	Minutes, Report to Executive of Administrative Council, 1982 Report to Administrative Council, budget proposals and summaries
1989-1006-30-1	1983	Budget - monthly figures
1989-1006-30-2	1983	Budget - proposals
1989-1006-30-3	1983	Budget - proposals summary sheets
1989-1006-30-4	1984	Budget - proposals (Priority Review)



<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-30-5	1984	Budget - proposals (Priority Review)
1989-1006-31-1	1985	Budget - print outs
1989-1006-31-2	1986	Budget - print outs
1989-1006-31-3	1987	Budget - print outs
1989-1006-31-4	1988	Budget - print outs
<b>Priority Review Committee</b>		
1982-1023-1-1	1982	Budget Proposals Circular issued to all General Assembly Boards and Committees relating to the adoption of zero-based budgeting
<b>Audit and Audit Sub Committee</b>		
1989-1006-31-5	Mar. 1972-Mar. 1985	Minutes, Report to Administrative Council- Audit Committee
1989-1006-31-6	Mar. 1986	Minutes, Audit and Pension Board meeting, report to Administrative Council
1989-1006-31-7	Mar. 1974-May 1980 Mar. 1972, 1978	Minutes - Audit Sub Committee Reports to Administrative Council - two
<b>Finance Committee of the Canadian Council of Churches</b>		
1989-1006-31-8	Jan. 1984-Sep. 1985	Minutes
<b>Gift Annuity Committee</b>		
1989-1006-32-8	Dec. 1980	Minutes
1989-1006-32-9	June 1981	Minutes and related material
1989-1006-32-10	Jan. 1982	Minutes
1989-1006-32-11	Nov. 1982	Minutes and correspondence
1989-1006-32-12	May 1983, Dec. 1982	Agenda for meeting and correspondence
1989-1006-32-13	[Dec 1982]	Deferred gifts, draft brochures, gift annuity agreement form, annuity rates, annuity gift agreements
1989-1006-32-14	Oct. 1983-Dec. 1983	Minutes and correspondence
1989-1006-32-15	Feb. 1984-Nov. 1984	Correspondence and related material, formula for calculating taxable income
1989-1006-32-16	May 1984	Minutes

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-32-17	June 1973, Apr. 1979 Feb. 1984	Income Tax Act - interpretation bulletin
1989-1006-32-18	[1980-1984]	Brochures concerning annuity agreement practice, used by other church institutions and affiliations
<b>Office and Property Committee/Building and Property Committee</b>		
1989-1006-19-13	Nov. 1961-Dec. 1963	Correspondence and related material re space requirements
1989-1006-19-14	Nov. 1961-Dec. 1965	Minutes, correspondence and related material
1989-1006-19-15	Mar. 1966-Dec. 1967	Minutes, correspondence and related material
1989-1006-19-16	Mar. 1968	Minutes, correspondence and related material
1989-1006-20-1	Mar. 1970-Dec. 1972	Minutes, correspondence and related material, Report to the Sub Executive Committee of the Administrative Council
1989-1006-20-2	Mar. 1973-Nov. 1973	Minutes, architectural drawings and related material
1989-1006-20-3	Mar. 1974-Dec. 1974	Minutes and related material Report - Printing Division and Equipment
1989-1006-20-4	Mar. 1975-Dec. 1975	Minutes, correspondence and related material
1989-1006-20-5	Mar. 1976-Dec. 1976	Minutes, correspondence and related material
1989-1006-20-6	Mar. 1977-Dec. 1977	Minutes and related material
1989-1006-20-7	Mar. 1978-Dec. 1978	Minutes, correspondence and related material Communications Services Report
1989-1006-20-8	Mar. 1979-Nov. 1979	Minutes, correspondence and related material
1989-1006-20-9	Feb. 1980-Oct. 1980	Minutes and related material, report on salary administration practices for Administrative Assistants, Salary Scale Sub Committee
1989-1006-20-10	Feb. 1981-Dec. 1981	Minutes, correspondence and related material, Policy on Social and Physical Accessibility
1989-1006-20-11	Feb. 1982, May 1982	Minutes, correspondence and related materials, Staff Association Annual and Semi Annual Meeting
<b>Building and Property Committee</b>		
1989-1006-20-12	Sept. 1982-Dec. 1982	Minutes, correspondence and related material report - Accessibility to Office and Meeting Rooms
1989-1006-20-13	Mar. 1983	Minutes and correspondence
1989-1006-20-14	May 1983	Minutes

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-20-15	Sept. 1983	Minutes, correspondence and agenda items
1989-1006-20-16	Dec. 1983, Sept. 1983	Minutes, correspondence and agenda items, Report to Administrative Council
1989-1006-20-17	Jan. 1984	Minutes, correspondence and architectural drawings (drawings were removed)
1989-1006-20-18	Mar. 1984	Minutes, correspondence and agenda items rough draft of Report to Administrative Council
1989-1006-20-19	May 1984, Mar. 1984	Minutes and agenda items Report to Administrative Council
1989-1006-20-20	Aug. 1984-Nov. 1984	Miscellaneous correspondence and quotations
1989-1006-20-21	Sept. 1984	Minutes, correspondence and related material
1989-1006-20-22	Nov. 1984, Oct. 1984	Minutes, agenda items and related material, report to Board of Congregational Life and Board of Ministry for computers
1989-1006-21-1	Feb. 1985	Minutes, correspondence and related material
1989-1006-21-2	Mar. 1985	Minutes
1989-1006-21-3	Sept. 1985	Minutes, correspondence and related material
1989-1006-21-4	Jan. 9, 1986	Minutes, correspondence and agenda items
1989-1006-21-5	Jan. 15, 1986	Minutes, correspondence and related material
1989-1006-21-6	May 1986	Minutes, correspondence and related material
1989-1006-21-7	Sept. 1986	Minutes, correspondence and related material
1989-1006-21-8	Nov. 1986	Minutes, correspondence and related material
1989-1006-21-9	Feb. 1987	Minutes, correspondence and related material
1989-1006-21-10	Feb. 1987	Floor plans: 50 Wynford Drive
1989-1006-21-11	Mar. 4, 1987	Minutes, correspondence and agenda items
1989-1006-21-12	Mar. 9, 1987	Minutes and related material (special meeting)
1989-1006-21-13	May 1987, Mar. 1987	Minutes, correspondence and agenda items, Report to Administrative Council
1989-1006-21-14	Sept. 1987	Minutes, correspondence, agenda items and related material - including architectural plans (plans removed)
1989-1006-21-15	Jan. 1988, Nov. 1987	Minutes, correspondence and agenda items, Report to Administrative Council

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-21-16	May 1988	Minutes, correspondence and agenda items
1989-1006-21-17	Dec. 8, 1988	Minutes, correspondence and agenda items
1989-1006-21-18	Dec. 12, 1988	Memorandum re: appraisal of Wynford Drive
<b>The Penmarvian Home for Aged and Infirm Ministers, Missionaries and Wives</b>		
1989-1006-11-10	[1963-1970]	Index of minutes A-Z #171 -#184
1989-1006-11-11	Sept. 1962-Nov. 1962	Minutes
1989-1006-11-12	Jan. 1963-Oct. 1964	Minutes
1989-1006-11-13	Feb. 1965-Mar. 1970	Minutes and correspondence
<b>The Presbyterian Advance for Christ and Peace Thankoffering</b>		
1989-1006-3-39	Jan. 1962-Mar. 1963	Minutes
<b>Committee Administering the Christian Outreach Fund</b>		
1989-1006-4-34	Jan. 1959-Mar. 1960	Minutes
1989-1006-4-35	Jan. 1962	Minutes
1989-1006-4-36	Mar. 1963	Minutes
1973-1033-1-1	1963	Minutes
<b>Committee on the Lending Funds</b>		
1973-1031-1-1	Jan. 1968-Oct. 1968	Loan application, Report to Administrative Council
1973-1031-1-2	May 1964-Sept. 1964	Year end review, statistical review for Congregational and over due loans
1989-1006-22-1	[1964]	Regulations governing the Lending Fund, Application form for loan
1989-1006-22-2	Mar. 1964-Apr. 1964	Minutes
1989-1006-22-3	Nov. 1964	Minutes
1989-1006-24-4	Apr. 1964	Minutes
1989-1006-24-5	Dec. 1964	Minutes, Statements of loans
1989-1006-22-6	Dec. 7, 1965	Review of policies
1989-1006-22-7	Apr. 1966	Minutes
1989-1006-22-8	Oct. 1966	Minutes
1989-1006-22-9	Mar. 1967	Minutes

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-22-10	Nov. 1967	Minutes
1989-1006-22-11	Apr. 1968	Minutes
1989-1006-22-12	June 1968	Minutes
1989-1006-22-13	Jan. 1969	Minutes
1989-1006-22-14	Dec. 1969-Apr. 1970	Minutes and related material
1989-1006-22-15	June 1970	Minutes
1989-1006-22-16	Oct. 1970	Minutes
1989-1006-22-17	Apr. 1971	Minutes and related material
1989-1006-22-18	Sept. 1971	Minutes and related material
1989-1006-22-19	Apr. 1972	Minutes and related material
1989-1006-22-20	Sept. 1972	Minutes and related material
1989-1006-22-21	Mar. 1973	Minutes and related material
1989-1006-22-22	Oct. 1973	Minutes and related material
1989-1006-22-23	Dec. 1973	Minutes and related material
1989-1006-22-24	1973-1974, 1970-1974	Membership lists, new loans made, mortgage information and write offs
1989-1006-22-25	Oct. 1974	Minutes and related materials
1989-1006-22-26	Nov. 1975, June 1969 June 1983-1988	Membership lists
1989-1006-22-27	Mar. 1975	Minutes
1989-1006-22-28	Nov. 1975-Mar. 1976	Minutes, report to Administrative Council
1989-1006-22-29	Sept. 1976-Nov. 1976 1974	Minutes, year end report of Lending Fund Committee
1989-1006-23-1	Mar. 1977	Minutes, correspondence, and related materials
1989-1006-23-2	Sept. 1977	Minutes and related materials
1989-1006-23-3	Nov. 1977	Minutes and related materials, report of sub committee to St John's Presbyterian, Hamilton.
1989-1006-23-4	Mar. 1978	Minutes and related materials
1989-1006-23-5	Oct. 1978, Dec. 1970	Minutes and related materials, relates to committee on church architecture
1989-1006-23-6	Mar. 1979	Minutes, correspondence, and related material

<b><u>File No.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>
1989-1006-23-7	Sept. 1979	Minutes
1989-1006-23-8	Feb. 1980	Minutes and related materials
1989-1006-23-9	Apr. 1980, Feb. 1980	Minutes, correspondence and related materials, subcommittee report- committee on church extension
1989-1006-23-10	Oct. 1980	Minutes, correspondence, and related materials
1989-1006-23-11	Feb. 1981	Minutes, correspondence, and related materials
1989-1006-23-12	June 1981	Minutes, correspondence, and related materials
1989-1006-23-13	Mar. 1982	Minutes, correspondence, and related materials
1989-1006-23-14	Nov. 1982	Minutes, correspondence, and related materials
1989-1006-23-15	Mar. 1983	Minutes, correspondence, and related materials
1989-1006-23-16	July 1983	Minutes, report to 109th General Assembly
1989-1006-23-17	Mar. 1984	Minutes, correspondence, and agenda items
1989-1006-23-18	June 1984	Minutes, correspondence, and agenda items
1989-1006-23-19	Nov. 1984	Minutes, correspondence, and agenda items
1989-1006-23-20	Feb. 1985	Minutes, correspondence, and agenda items
1989-1006-23-21	May 1985, Mar. 1985	Minutes, correspondence, and agenda items, report to Finance Committee
1989-1006-23-22	Nov. 1985	Minutes, correspondence, and agenda items
1989-1006-23-23	Nov. 1986	Minutes (missing) and related material
1989-1006-23-24	Feb. 1986	Minutes, correspondence, and agenda items
1989-1006-23-25	May 1986	Minutes, correspondence, and agenda items, report to the 112th General Assembly
1989-1006-24-1	Feb. 1987	Minutes, correspondence, and related material
1989-1006-24-2	Apr. 1987	Minutes and correspondence
1989-1006-24-3	Nov. 1987	Minutes, correspondence, and related material
1989-1006-24-4	Feb. 1988	Minutes and related material
1989-1006-24-5	May 1988	Minutes, correspondence, and agenda items
1989-1006-24-6	Nov. 1988	Minutes, correspondence, and agenda items
1989-1006-24-7	May 1964-Dec. 1968	Summary of Receipts

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1989-1006-24-8	Dec. 1968-June 1971	Summary of Receipts
<u>Executive Committee of the Committee on Lending Funds</u>		
1989-1006-24-9	May 1964 - Sep. 1964	Minutes
1989-1006-24-10	Jan. 1965-Mar. 1965	Minutes
1989-1006-24-11	June 1965	Minutes
1989-1006-24-12	Sept. 1965-Oct. 1965	Minutes
1989-1006-24-13	Feb. 1966-Mar. 1966	Minutes
1989-1006-24-14	Apr. 1966-July 1966	Minutes
1989-1006-24-15	Nov. 1966-Dec. 1966	Minutes
1989-1006-24-16	Apr. 1967-June 1967	Minutes
1989-1006-24-17	Nov. 1967-Mar. 1968	Minutes
1989-1006-24-18	Apr. 1968-May 1968	Minutes
1989-1006-24-19	Oct. 1968	Minutes
1989-1006-24-20	Apr. 1969-July 1969	Minutes and related material
1989-1006-24-21	May 1970	Minutes and related material
1989-1006-24-22	Sept. 1970	Minutes and related material
1989-1006-24-23	Mar. 1971	Minutes and related material
1989-1006-24-24	Dec. 1971	Minutes and related material
1989-1006-24-25	June 1972-July 1972	Minutes and related material
1989-1006-24-26	Jan. 1973	Minutes and related material
1989-1006-24-27	July 1974	Minutes and related material
1989-1006-24-28	May 1975	Minutes
1989-1006-24-29	June 1976	Minutes
1989-1006-24-30	May 1977	Minutes, correspondence, and related material
1989-1006-24-31	June 1978	Minutes and related materials, report to 104 <sup>th</sup> General Assembly
1989-1006-24-32	June 1980	Minutes, correspondence, and related materials
1989-1006-24-33	Oct. 1981	Minutes and correspondence

<u>File No.</u>	<u>Date</u>	<u>Description</u>
<u>Committee on Emergencies re. Lending Funds</u>		
1973-1031-1-3	1962-1963	Minutes
<b>Building Committee</b>		
1973-1028-1-1	Sep. 1958 - Sep. 1965	Minutes Includes minutes of Committee re. Headquarters and Committee on New Headquarters of the Board of Administration: becomes Building Committee of the Administrative Council in September 1961
1973-1028-1-2	Feb. 1966-May 1971	Minutes
1973-1028-1-3	1963	Correspondence Correspondence of committee and secretary (Rev. E.A. Thomson)
1973-1028-1-4	1964	Correspondence
1973-1028-1-5	1965	Correspondence
1973-1028-1-6	1966	Correspondence
1973-1028-1-7	1967	Correspondence
1973-1028-1-8	1968	Correspondence
1973-1028-2-1	1962-1963	St. Andrew's, Simcoe St, Toronto Correspondence and architectural plans (plans removed)
1973-1028-2-2	1961-1963	St. Andrew's, Simcoe St., Toronto Correspondence and architectural plans (plans removed)
1973-1028-2-3	1961-1962	Laird Drive Correspondence and architectural plans (plans removed)
1973-1028-2-4	1961-1962	43 Eglinton Avenue Correspondence and architectural plans (plans removed)
1973-1028-3-1	1961-1963	8 Spadina Road Correspondence and architectural plans (plans removed)
1973-1028-3-2	1961-1963	8 Spadina Road Correspondence and architectural plans (plans removed)
1973-1028-3-3		3 Flemingdon Park Correspondence and architectural plans (plans removed)



<u>File No.</u>	<u>Date</u>	<u>Description</u>
1973-1028-3-4		Correspondence Concerns mainly comments from Boards of the church on accommodation required; includes architectural plans (plans removed)
1989-1006-25-1	Aug. 1965	Specifications for all trades for Presbyterian Church in Canada Offices, Project 935
1989-1006-25-2	Oct. 1965	"Presbyterian Church in Canada Offices set no. 21"
1989-1006-25-3	Nov. 1965-Oct. 1966	Revision notices, proposals change notices and related correspondence
1989-1006-25-4	Apr. 1974	Specifications, Project No. 7303 - Flemingdon Park Worship Centre
1989-1006-25-5	June 1974	Construction contract - Flemingdon Park Worship Centre

#### **Colonel J.B. Maclean Estate\Crieff Hills Community**

1989-1006-11-16	Sept. 1964-Oct. 1966	Minutes, Committee re Colonel J.B. Maclean Estate
1989-1006-11-17	Jan. 1967-Nov. 1969	Minutes
1989-1006-11-18	Jan. 1971-Oct. 1972	Minutes
1989-1006-11-19	Jan. 1974	Maclean Estate Development Committee
1989-1006-11-20	Oct. 1974	Maclean Estate Management Committee
1989-1006-11-21	Dec. 1974-Mar. 1975	Minutes, Maclean Estate Committee
1989-1006-11-22	May 1975, Nov. 1975	Minutes, Crieff Brief, correspondence, report to Administrative Council
1989-1006-11-23	May 1975-Nov. 1975	Minutes
1989-1006-11-24	Aug. 1975	Minutes Maclean Estate Management Committee
1989-1006-11-25	Sept. 1975	Report Maclean Estate Program Committee
1989-1006-11-26	Dec. 1975-June 1976	Minutes and related material, consultation at Crieff Maclean Estate Committee

#### **Committee to Co-ordinate Centennial Celebrations**

1982-1002-1-1	1972	Minutes
1982-1002-1-2	1973-1974	Minutes

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1982-1002-1-3	Feb. 1972 - Mar. 1973	Vice-Chairman/Chairman - Correspondence Correspondence and notes of Dr. John Johnston; includes material from Committee on History, reports from Presbytery History Committees and minutes of Congress '75 Executive Committee
1982-1002-1-4	Feb. 1973 - Apr. 1973	Correspondence and publicity Correspondence with Boards of the church and others relating to preliminary ideas and suggestions for Centennial tours, souvenirs and banners
1982-1002-1-5	Apr. 1973-Oct. 1973	Correspondence Reports from Presbytery Centennial Committees and Synods, and correspondence concerning banners, drama and youth activities
1982-1002-1-6	May 1973 - June 1973	Chairman's correspondence and notes concerning administration and finance; also includes Committee on History material
1982-1002-1-7	Oct. 1973 - Jan. 1974	Correspondence and publicity Relates to Centennial tours, youth play and publicity, administration and finance
1982-1002-2-1	Mar. 1974 - Apr. 1974	Chairman's Correspondence Correspondence, reports, notes and publicity; also includes minutes of Congress '75 Committee
1982-1002-2-2	Apr. 1974 - May 1974	Chairman's Correspondence
1982-1002-2-3	Nov. 1974 - May 1975	Correspondence Relates to Centennial Choir, Korean Youth Choir, General Assembly, Postage stamp of Rev. John Cook, finance and administration
1982-1002-2-4	1973-1974	Correspondence, itineraries and publicity Centennial Tours - West
1982-1002-2-5	1973-1974	Correspondence and notes Centennial Tours - Maritimes
1982-1002-2-6	Aug. 1974-Oct. 1974	Publicity material; reports, minutes and correspondence concerning banners, signs, bibles and other souvenirs, tours in Canada and overseas and Enduring Witness
1982-1002-2-7	1973-1974	Publicity and Correspondence
<u>Banner Competition</u>		
1982-1002-3-1		Correspondence Sheila Kirkland with congregations staging exhibitions of the banners
1973-1002-3-2		Correspondence

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1973-1002-3-3		Correspondence
1973-1002-3-4		Information sent to congregations Publicity material and circular relating to the Banner competition and the subsequent exhibitions
1973-1002-3-5		Information sent to competitors
1973-1002-3-6		Material sent to exhibitors List of banners and descriptions for the exhibitions
1973-1002-3-7	1975	Correspondence concerning gifts of banners from the competition to representatives of sister denominations
1973-1002-3-8	1975-1975	Administration Exhibition schedules, financial statements, copy correspondence and reports
1973-1002-3-9		Entry forms, photographs (removed to the graphics collection) and descriptions of banners used in the "Blue Exhibition"
1973-1002-4-1		Green Exhibition
1973-1002-4-2		Banner Exhibition
1973-1003-4-3		Banner Exhibition
1973-1002-4-4		Banner Exhibition
1973-1004-4-5		Banners returned after competition and exhibition at General Assembly, Kitchener 1974
1973-1002-4-6		Banners returned after competition and exhibition at General Assembly, Kitchener 1974
<b>National Committee on the Second Century Advance for Christ</b>		
1982-1011-1-1	1977-1978	Resources
1982-1011-1-2	1978-1979	Resources
<b>Organization and Planning Committee</b>		
1982-1016-1-1	1974	<u>Report of the Organization &amp; Planning Committee to the 100th General Assembly, June 1974</u> 1974; 35pp.  <u>Appendix A: A Report of the Replies of the Presbyteries and Synods to the Study Proposals (1973) concerning Synod and Presbytery</u> 1974; 16pp.
1982-1016-1-2	1973	Workbook on Study Proposals (1973) concerning Synod and Presbytery 1974; 19pp.

<u>File No.</u>	<u>Date</u>	<u>Description</u>
1982-1016-1-3	1973	Prospect for Presbytery Renewal: A Report of Five Seminars on Presbytery Development
1982-1016-1-4	1971-1972	Pamphlets life and mission Highlights Bulletin issued by Committee on Organization and Planning Committee on Organization and Planning 1971-1972: Purpose, Functions, Activities
<b>Executive Planning and Co-Ordinating Committee (Strategic Planning)</b>		
1988-1007	Sept. 1988	Changing Times, Changing Choices: An Assessment of National and Denominational Conditions for Ministry Diane Strickland
<b>Management Committee</b>		
1989-1006-32-1	1985-1986	Membership list
1989-1006-32-2	Jan. 1985	Minutes, correspondence and related material
1989-1006-32-3	Feb. 1985	Minutes, correspondence and related material, report re: ex-officio members on Administrative Council, Committees of Council, Spring 1982
1989-1006-32-4	Oct. 1985	Minutes, correspondence and agenda items, Report to Administrative Council
1989-1006-32-5	Apr. 1985-July 1985	Minutes and correspondence Management Sub Committee
1989-1006-32-6	Dec. 1984	Correspondence - Presbyterian Publications
1989-1006-32-7	May, Oct.-Dec. 1985	Correspondence and financial statements - Presbyterian World Service and Development