

FINDING AID 1049

FONDS 1049  
CEDAR GLEN CONFERENCE CENTRE (ONT) FONDS

UNITED CHURCH OF CANADA

2001.073C

**FONDS 1049: CEDAR GLEN CONFERENCE CENTRE (ONT.) FONDS. - 1961-2001.** - 1.06 m of textual records. – 118 photographs. – 2 audio cassettes.

Cedar Glen Conference Centre was established in 1961 as the Toronto Camp and Conference Centre, and was known as the Cedar Glen Camp and Conference Centre until 1979, when the name was changed to Cedar Glen Conference Centre. It was located on rural land in King Township, near Bolton, and was administered by a Board of Directors which included representatives of Toronto Conference.

From the beginning its mandate was largely to provide recreational, inspirational and educational activities and facilities, including camping, for church, community and business groups. In 1976, when it was accredited as a national training centre, it launched a development programme which included camping, leadership training, and personal growth and family counseling; and in 1983 a new covenant between the Centre and Toronto Conference stated its purpose was to provide a Christian hosting facility with lay/clergy learning opportunities.

The Centre continued to operate as a Christian development and retreat centre for United Church congregations and organizations in the Toronto area until 2000, when financial constraints forced its closure. In 2001 the property was sold to the Greater Toronto YMCA.

Fonds consists of annual meeting records, 1970-1999; board and committee minutes, 1961-2000; correspondence/subject files, 1963-2000; legal/property records, 1961-2001; and financial records, 1961-2001.

For restrictions, see series descriptions.

For item-level descriptions of multimedia, contact the Archives.

**SERIES 1: ANNUAL MEETING RECORDS. - 1970-1999. – 11 cm of textual records.**

Series consists of annual meeting minutes, 1970-1973, 1987-1988, 1995-2000, and annual reports, 1980-1999.

See also Board and Committee records (Series 1).

Acc. No.	Box/File	Reel	Title	Date
2001.073C	5-3		Annual Meeting Minutes	1970-1973
	5-4		---	1987-1988
	5-5		---	1992, 1995-2000
	5-7		Annual Reports	1980, 1981
	5-8		---	1982-1984
	5-9		---	1985-1987
	5-10		---	1988-1990
	5-11		---	1991
	5-12		---	1992
	5-13		---	1993
	5-14		---	1994
	5-15		---	1995
	5-16		---	1996
	5-17		---	1997
	5-18		---	1998
	5-19		---	1999

SERIES 2: BOARD AND COMMITTEE RECORDS. - 1961-2000. – 54 cm of textual records

Series consists of minutes and corresponding material of the Board of Directors (includes minutes and reports of other Committees), 1961-2000, Implementation Committee report, 1974, Strategic Planning Committee reports, 1992, and minutes of the Transition Management Task Group, 1996-1998.

Acc. No.	Box/File	Reel	Title	Date	
<b>2001.073C</b>	1-1		Board Of Directors minutes and corresponding material	1961-1970	
	1-2		---	1971-1977	
	1-3		---	1978-1979	
	2-1		Board of Directors and Committees minutes and reports	1980	
	2-2		---	1981	
	2-3		---	1982	
	2-4		---	1983	
	2-5		---	1984	
	2-6		---	1985	
	3-1		---	1986	
	3-2		---	1987	
	3-3		---	1988	
	3-4		---	1989	
	3-5		---	1990	
	3-6		---	1991	
	3-7RR		---	1992	
	4-1		---	1993	
	4-2		---	1994	
	4-3		---	1995	
	4-4		---	1996	
	4-5		---	1997	
	4-6		---	1998	
	5-1		---	1999	
	5-2		---	2000	
	5-6			Corporation And Board Of Directors Lists	1991-2000
	6-1			Implementation Committee Report	1974
	6-8			Strategic Planning Committee reports	1992
6-12			Transition Management Task Group	1996-1998	

SERIES 3: CORRESPONDENCE/SUBJECT FILES. - 1963-2000 – 21 cm of textual records.

Series consists of correspondence and subject files, including histories and historical materials, 1963-1989, planning and development reports, 1972-1996, manuals, 1985, 1998, programme flyers, 1980-1990, Senior Home proposal records, 1999-2000; service bulletins, 1967-1978, Toronto Conference Task Force report, 1983, and theological study, 1986.

<b>2001.073C</b>	8-7		"First Fifty years"(history)	1989
	9-2		Historical materials	1963-1993
	8-8		---	1968-1975
	6-2		Lay Learning Centre Master Plan	[197-?]
	6-3		"Making Cedar Glen Viable: A Plan For Concept And Facilities Development"	1986
	8-9		Manual	1985
	6-4		Marketing plan	1992
	6-5		---	[1995?]

SERIES 3: CORRESPONDENCE/SUBJECT FILES cont.

Acc. No.	Box/File	Reel	Title	Date
2001.073C	6-6		"Opportunity For Growth" Financial Viability Assessment report	1996
	8-11		Orientation manual	1998
	6-7		Program Consultation report	1992
	8-12		Programme flyers	1980-1990
	9-1		Promotional material	1978-[199-]
	9-4		Senior Home proposal records	1999-2000
	9-3		Service bulletins (incomplete)	1967-1978
	6-9		Task Force Appointed By Toronto Conference To Clarify The Relationship Of Cedar Glen And Conference report	1983
	6-10		Theological Study	1986
	6-11		Toronto United Church Council Financial Plan for Cedar Glen	1990-1991
	6-13		"Trends And Their Implications" report	1972

SERIES 4: LEGAL/PROPERTY RECORDS. – 1961-2001. – 8 cm of textual records; architectural drawings

Series consists of accident reports, 1997-2000; accreditation records, 1975; charter, bylaws and letters patent, 1961-1993, estates, 1996-1999; Kaufman Cottage, 1968-1979; marriage register, 1969-1988; and property records (including purchases, deeds, mortgages, and appraisals), 1963-2000. Marriage register includes records of marriages performed at Cedar Glen Conference Centre.

Certain records are restricted on a file by file basis for seventy-five years beyond the last dated item in the file.

For architectural records, see accession file.

2001.073C	6-14RR		Accident reports	1997-2000
	6-16		Accreditation application to be United Church Training School	1975
	6-15		Agreement of purchase and sale	2000
	6-17		Appraisal report (property)	2000
	6-17		Kaufman Cottage leases	1968-1979
	8-1		Letters Patent, supplementary letters patent, by-laws	1961-1993
	8-2		MacIvride estate	1996-1999
	8-10		Marriage register	1969-1988
	8-3		Mortgage renewal records	1997
	8-4		Mortgages	1963-1991
	8-5		Ownership of property records	1999
	8-6		Property purchases (includes deeds)	1961-1973

SERIES 5: FINANCIAL RECORDS. – 1961-2001 – 12 cm of textual records.

Series consists of financial summary, 1964-1992, financial statements, 1961-1965, 1967, 1969-2000, records of Frank G. Lawson Endowment Fund, 1982-1997, and insurance records, 1995-2001.

2001.073C	7-10		Financial summary	1964-1992
	7-2		Financial statements	1961-1965
	7-3		- - -	1967

SERIES 5: FINANCIAL RECORDS cont.

Acc. No.	Box/File	Reel	Title	Date
	7-4		Financial statements	1969-1973
	7-5		---	1974-1978
	7-6		---	1979-1983
	7-7		---	1984-1988
	7-8		---	1989-1993
	7-9		---	1994-2000
	7-11		Frank G. Lawson Endowment Fund	1982-1997
	7-12		---	1983-1989
	7-13		Insurance	1995-1997
	7-14		---	1998
	7-15		---	1999
	7-16		---	2000
	7-11		---	2001