

## **FINDING AID 513**

### FONDS 513 UNITED CHURCH OF CANADA BOARD OF PUBLICATION FONDS

Accession Number 1983.061C  
Accession Number 1990.087C  
Accession Number 1991.013C  
Accession Number 1993.063C  
Accession Number 1993.173C  
Accession Number 2005.099C  
Accession Number 2007.088C  
Accession Number 2010.062C  
Accession Number 2013.060C  
Accession Number 2013.061C  
Accession Number 2013.064C  
Accession Number 2013.065C  
Accession Number 2013.066C  
Accession Number 2013.077C  
Accession Number 2013.084C  
Accession Number 2013.085C  
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Accession Number 2013.088C  
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Accession Number 2013.093C  
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Accession Number 2013.098C  
Accession Number 2013.099C  
Accession Number 2013.100C  
Accession Number 2013.103C  
Accession Number 2013.104C  
Accession Number 2013.188C  
Accession Number 2013.189C  
Accession Number 2013.190C  
Accession Number 2013.191C

Updated by Amanda Tomé, May 2018  
Updated by Laura Hallman, May 2020

**UNITED CHURCH OF CANADA BOARD OF PUBLICATION FONDS. – 1908-1971, PREDOMINANT 1926-1968. – 10 m of textual records and other material.**

The Board of Publication was constituted at the General Council of 1926, but this collection contains records that relate to the earliest years of publishing in the Methodist Churches--Methodist Episcopal Church in Canada, 1828-1833, Wesleyan Methodist Church in Canada, Methodist Church of Canada, and Methodist Church (Canada). From 1829 with the publication of the *Christian Guardian* under Egerton Ryerson, the Wesleyan Methodists were active in religious and educational publishing, and after the mid-century expanded their publishing to include Canadian literature. The Ryerson Press imprint, officially adopted in 1919, was the trade name used until the Press was sold in 1971. The Board of Publication carried on the publishing work of the United Church and was dissolved in 1968 with the establishment of the Division of Communication.

Collection consists of six series: Methodist publishing records, 1836-1926; records of the Board of Publication, 1926-1968; records of the Ryerson Press, 1919-1971; records relating to the buildings, 1808-1960; photographs; personnel files, ca. 1922-1977.

Includes, as well, 572 reels of microfilm (undescribed); 211 photographs; 2881 glass slides; 16 architectural drawings.

Personnel files are closed; see series 6.

2005.099C, 8 architectural drawings; on exhibit April 2006-January 2007.

**SERIES 1: METHODIST/PRESBYTERIAN PUBLISHING RECORDS. – 1839-1926. – 2 m of textual records.**

The Book Committee (Book and Publishing Committee after 1913) of the Methodist Churches generally oversaw publishing activities, while the Book Steward served as the day-to-day manager of publishing, marketing, and property concerns. In 1884 the newly established Methodist Church of Canada divided the Book Committee into Eastern and Western Sections, headquartered in Toronto and Halifax respectively, each with a Book Steward. In addition, editors were elected at General Conference for the other publications and Sabbath School materials of the Church. By the 1920s there were three sections of the Book and Publishing Committee, Eastern, Central and Western, although only the first two had Book Stewards. The Western and then the Central Section of the Committee had control of the Toronto printing establishment, the largest publishing asset of the Church. The Book Stewards up to 1926 were the Reverends Egerton Ryerson, James Richardson, Matthew Lang, John Ryerson, Alexander McNab, Anson Green, George R. Sanderson, Samuel Rose, William Briggs and Samuel Fallis.

Series consists of a collection of records relating to the administrative, business and editorial side of publishing. It contains minutes of the Book Committee/Book and Publishing Committee, 1836-1874, and of its Western Section 1875-1926; records of the Book Steward, including correspondence, some personal, of William Briggs, 1879-1918; and business records, including ledgers on production jobs, indexes of printing jobs, 1895-1906, equipment purchase records, agreements with other publishers, cash and stock lists, and sales and annual reports from the Montreal Book Room (1889-1905). In addition, there are legal records relating to bequests and deeds in favour of the Book Room; labour records relating to wages and labour disputes (including files on the 1921 typographical workers strike); agreements with authors regarding publication; and memoirs and reminiscences concerning the early history of the Book Room.

Also included are the Presbyterian Church in Canada Sunday School and Board of Publication minutes, 1898-1926.

Acc. No.	Box-File	Title	Date(s)
83.061C	1-1	<b>Methodist Book Committee Minutes and Reports</b> Book Committee Journal of Proceedings August 15, 1836 to May 23, 1855	1836-1855
	1-2	---, July 4 1855 to October 15, 1874	1855-1874
	1-3	Book Committee, Western Section Annual Meeting minutes, May 5, 1875 to May 10, 1898	1875-1898
	1-4	---, Sept. 21, 1898 to Oct. 30, 1913	1898-1913
	1-5	Book Room, Eastern Section Financial reports	1903-1905
	2-1	Book and Publishing Committee minutes December 4, 1913 to April 9, 1926	1913-1926
	5-1	Quadrennial reports of Book Committee, Western Section to General Conference	1878-1906
	5-2	Report of Book Committee, Eastern Section 1878	
	5-3	<b>Presbyterian Church in Canada Publishing Minutes</b> Sunday School Publication Committee	1898-1919
	5-4	Board of Publication minutes	1920-1926
	4-1	<b>Records of William Briggs, Book Steward (1879-1918)</b> Bound duplicate copies of correspondence Includes Index	1902-1903
	10-18	Manuscript History of Book Room, 1890, from its inception to the move to Richmond/Temperance Street building.  June 23, 1890, Wm. Briggs to Evans, covering letter with manuscript, requesting corrections. October, 1926, A.W. Briggs to Wm. Briggs, copy of memo re history of Book room's relationship to the church (supposedly for Wm Briggs, although he died in 1922 Includes manuscript re Book Room, 1890 with correspondence; memo re history of Book Room, [ca. 1926]	
	11-1	Briggs Papers concerning the Methodist Publishing House	
	10-24	Briggs' Miscellaneous Correspondence including Agreements: A-G	1903-1917
	10-25	Briggs' Correspondence re Agreements "H-O"	1899-1914
	10-26	Briggs' Correspondence re Agreements "P-Z"	1891-1914
	10-19	Briggs' Miscellaneous Correspondence	[ca. 1850]-1920
	10-21	<u>Canadian Men and Women</u> , ed. Henry Morgan	1898-1909

Acc. No.	Box-File	Title	Date(s)
		Re publication of this "Who's Who, particularly problems	
	10-22	This file continues the request for copy by Briggs and the request for more time by Morgan As well he continually asked for and got, advances on future sales. The compilation of material was so extensive that the cost of the book would exceed the subscription price and Briggs finally refused to accept more material or any substantial amendments	1910
	10-23	This file finished the correspondence with Morgan. The new material for the book, the requests for further advances continued. The volume was finally published and a new battle began. Briggs demanded reparation for the losses sustained by the publication of the book. Morgan, however, was penniless, and when he died his state provided nothing. Finally Briggs simply confiscated unsold copies of book to cut his losses. Messrs. R.G. Dun & Co. perhaps summed up Morgan best in 1913. "Personally he is of good address, and is acknowledged in the best circles; also, he has undoubted ability, in certain directions, but his indifference to the more sordid side such as tradesmen's accounts, etc. is most marked. In short the paying of his debts in the least of his worries...and there possibly never was a more complete blending of the arrogance of the aristocrat with the poverty of the pauper".	1911-1915
	11-2	Personal Papers--Re Brigg's land in the Manitoba and North-West Company	
	11-3	-----Re property in southern Ontario	
	11-4	-----Re property in Sault Ste. Marie	
	11-5	-----Re British Columbia good mine stock and property	
		<b>Briggs' Property Deeds and Valuations-- Temperance/Richmond</b>	
	10-1	Property Deeds and Valuations: William Jarvis to Hugh McPhie	
	10-2	-----Hugh McPhie to Jesse Ketchum	1808-1810
	10-3	-----Jesse Ketchum to John McBean and James Withrow	1849
	10-4	-----James Withrow to John McBean	1853
	10-5	-----James Withrow, description only intact	
	10-6	-----John McBean to Andrew Smith	1871
	10-7	Memoranda re Temperance St. Property ownership	1877

Acc. No.	Box-File	Title	Date(s)
	10-8	-----Smith to Black and Black to Robins and Robins to Black, with correspondence and mortgages	1895,1896
	10-9	-----Black to Wm. Briggs, and related material	1897
	10-10	Rental valuation, Wesley Buildings, 29-33 Street	1907
	10-11	Valuation Report, Wesley Building	1908
	10-12	Valuation, Wesley Buildings	1909-1910
	10-13	Valuation for Insurance purposes	1909
	10-14	Feasibility Study for new building, Richmond St.	1910
	10-15	Assessment Notices, Wesley Buildings	1912-1915
	10-16	Sample Lease, Wesley Buildings, (old)	1915
	10-17	Lease for Max Wall, New Wesley Buildings	1915
6-1		<b>Brigg's Contracts/Agreements,</b> <b>Charles Alexander</b> , Publisher, Canadian rights to <b>G.T.B. Davis</b> , "The Pocket Testament League-Around the World,"	ca. 1879-1918
6-2		<b>D. Appleton &amp; Co.</b> , Canadian edition of "The Price She Paid",	1913
6-4		<b>Thadeus Browne</b> , publish, "The White Plague".	1909
6-5		<b>Nathanael Burwash</b> , print, "Wesley's Sermons, Volume I,	1880
6-6		<b>J.P. Buschlen</b> of "The Canadian Bank clerk"	1913-1914
6-7		<b>Amy E. Campbell</b> , publish, "Heart Forget-me-not Poems"	1910
6-8		<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>Mrs. John (Adeline) Campbell</b> , notarized copy of last Will and Testament, of John Campbell executed	1904
6-9		<b>William Wilfred Campbell</b> , publish, "The Poems of William Wilfred Campbell"	1905
6-10		<b>C.J. Clay &amp; Sons, Cambridge Univ. Press</b> , Canadian distribution of Cambridge editions	1891
6-11		Canada Cloak Co., correspondence relating to the purchase of electrical equipment,	1909
6-12		Legal opinion on the necessity of <b>registration of the Methodist Book Publishing House</b> as per amendment to the Joint Stock Companies Act	1897

Acc. No.	Box-File	Title	Date(s)
	6-13	<b>Canadian Export Company, Imperial Export Company</b> assumes the liabilities of the former company	1910
	6-14	<b>Canadian First Standard Teachers Training Course</b> (Sunday School) publish material	1915
	6-15	The <b>Canadian Hymnal</b> , permission to publish "Saved by Grace" and "Moment to Moment" from <b>Bigelow &amp; Mair Co.</b> , and regrets by Montreal Methodist Sunday School Association for the enlargement of the publication	1905-1906
	6-16	<b>The Canadian Woman's Magazine Publishing Co.</b> , publish magazine	1905
	6-17	Canadian Sunbeam Incandescent Lamp Co., purchase Lamps	1913
	6-18	Canadian Westinghouse, for electrical glue pots	1904
	6-19	Carbon Consumer Co., indenture for equipment to prevent smoke and complaints from City re excessive smoke	1910
	6-20	<b>Casino Art Co., Canadian distribution</b> , "Crown" & "Brilliant" Series	1984
	6-21	<b>Nathaniel F. Caswell</b> , copyrights of "Hunt's Sunday School Record" and "Caswell's Sunday School Record"	1901
	6-22	<b>Sir Richard J. Cartwright</b> , publish, "Reminiscences"	1912
	6-23	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>The Century Co.</b> , publishers, Canadian edition of "Sandy", and Mrs. Wiggs of the Cabbage Patch",	1911-1914
	6-24	<b>The Century Co.</b> , publishers, Canadian edition of "A Romance of Billy-Goat Hill", and "T. Tembaron"	1914
	6-25	<b>Agnes Chamberlain</b> , publish, "Studies of Plant Life in Canada", 1906, and Last Will and Testament	
	6-26	<b>Charles Chapman Co.</b> , agent for "Loose-Leaf School Note Books"	1907
	6-27	<b>Frederick L. Chapman</b> , Canadian edition of "Miracle at Markham",	1899
	6-28	<b>The Church and Dwight Co.</b> , print, "Cow Brand Cook Book	1897

Acc. No.	Box-File	Title	Date(s)
	6-29	<b>John Church Co.</b> , Canadian edition. "Winnowed Songs	1890
	6-30	<b>Charles Clarke</b> , publish, "Sixty Years in Upper Canada",	1907
	6-31	<b>Katherine A. Clarke</b> , print volume of poems	1890
	6-32	<b>C.W. Coates</b> , copyrights, "Canadian Anthem Book, #1" "Canadian Anthem Book #2", and "Heart Marriage Certificate"	1910
	6-33	<b>Alexander P. Cockburn</b> , publish, "The Political Annals of Canada",	1905
	6-34	<b>Hiram Cody</b> , publish, "The Fourth Watch"	1911
	6-35	<b>Hiram Cody</b> , publish, "The Hound of the North", and with George Donan & Co., to publish in U.S.	1912
	6-36	<b>Isabella Collie</b> , power of attorney to Rev. Dr. Chambers	1906
	6-37	<b>William Collins &amp; Sons</b> , distribute products in Canada	
	6-38	<b>Thomas Conant</b> , print, "Life in Canada"	1902
	6-39	<b>Ralph Connor</b> , publishing details and agreement with Westminster	
	6-40	<b>A.H. Cobb</b> , commission for items published by <b>Y. Okura</b> , Japan	1908
	6-41	<b>Copp Clark Co. Ltd.</b> , price agreement for <b>Henty's Works</b>	1896, 1898, 1905
	6-42	<b>Brigg's Contracts/Agreements, ca. 1879-1918 Copp Clark Co.</b> , agree not to compete in certain books, 1899	1899
	6-43	Copp Clark Co., agreement with W.J. Gage and Briggs to maintain uniform discount on school texts	
	6-44a	Copp Clark Co., various to publish, "History of the Dominion of Canada" by W.H.P. Clement, 1897-	
	6-44b	Cancellation of "History of the Dominion of Canada", by provincial Department of Education, Ontario	
	6-45	Maria Corelli, Canadian editions of various novels, 1905, 1910, 1911, 1915	1905, 1910-1911, 1915
	6-46	George Cornish, publish, "The Cyclopedia of Methodism, vol. II", 1903	1903
	6-47	The Corporation of the City of Toronto, maintenance repairs, 1907	1907



Acc. No.	Box-File	Title	Date(s)
	6-48	Cortland Electrical Mfg. Co., fire alarm equipment, 1897	1897
	6-49	C.B. Cottell & Sons, order for presses, 1896, 1907	1896, 1907
	6-50	George Coulson, Last Will and Testament, Letter, leaving five hundred dollars to Methodist Book Publishing House	
	6-51	Charles E. Cowley, copyright, "Cowley's Comprehensive Class Book for Sunday School Teacher's", 1900	1900
	6-52	John Roderick Craig, publish, "Ranching with Lords and Commons" 1903	1903
	6-53	Thomas Crosby, publish, "Amongst the An-ko-me-nums", 1907	1907
	6-54	Telegram, registering copyright, "The Cross Triumphant", 1890 Curts and Jennings, American printing and sale, John McDougall, "Saddle, Sled and Snowshoe", 1896	1890, 1896
	6-55	<b>Curts and Jennings</b> , American printing and sale, <b>John McDougall</b> , "Saddle, Sled and Snowshoe", 1896	1896
	6-56	Dancy Bros., agreement to do masonry work	
	6-57	Joseph H. and Ella K. Deeks, Last Will and Testament, bequeaths to Methodist Church, 1913	1913
	6-58	Delineator Publishing Co., lease to part of Wesley Buildings, 1900, and contract for printing	1900
	6-59	C.H. Denison, sale of apparatus to manufacture the Denison Patent Index, 1905	1905
	6-60	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b>  <b>Department of Printing and Statistics</b> , print voter's lists, 1971	1971
	6-61	<b>Norman DeWitt</b> , print his Doctor's dissertation, 1906	1906
	6-62	<b>G.W. Dillingham Co.</b> , Canadian rights to Sir <b>Edwin Arnold</b> , "The Voyage of Ithobal", 1900	1900
	6-63	<b>Dodd, Mead &amp; Co.</b> , supply plates for, <b>George Barr McCutcheon</b> , "Nedia", 1905	1905
	6-64	<b>Dominion Dental Journal</b> , sale of journal by Wm. Nesbitt to Wm. MacTavish and Albert Webster, 1908	1908
	6-65	<b>Dominion Distributing Co.</b> , distribute papers in Toronto, 1905	1905

Acc. No.	Box-File	Title	Date(s)
	6-66	<b>Arthur Conan Doyle</b> , Canadian publishing of "Through the Magic Door", 1908	1908
	6-67	<b>Arthur Conan Doyle</b> , Canadian publishing of "Sir Nigel", 1906	1906
	6-68	<b>R.G. Dun &amp; Co.</b> , subscription to reference book, 1915	1915
	7-69	<b>Timothy Eaton Co.</b> , lease part of building from Publishing House, 1892, 1898	1892, 1898
	7-70	Eatons & Mains, Sale of plates, "Sunday School Journal", 1902	1902
	7-71	<b>Educational Book Co.</b> , supply books, 1896	1896
	7-72a	Employee's Liability Insurance Co., elevator policy and inspection reports.	
	7-72b	---	
	7-73	<b>George Englehardt</b> , Publisher, subscription for Toronto Board of Trade Book, 1897	1897
	7-74	<b>Epworth League</b> , renting part of building, 1909	1909
	7-75	<b>Eyre &amp; Spottiswoode</b> Bible Warehouse, supply only to Methodist Bookroom in Canada, 1904, cancelled 1905	1904-1905
	7-76	<b>Mary Agnes Fitzgibbon</b> , publish, "Memoirs of Col Fitzgibbon", 1894 and "A Veteran of 1812", 1898	1898
	7-77	<b>Julia Flewellyn</b> , sale of rights, 1895	1895
	7-78	<b>Ellen T. Fowler</b> , Canadian rights to "Fuel of Fire", 1901	1901
	7-79	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>J.W. Francis</b> , power of attorney to Briggs, 1910	1910
	7-80	<b>Thurlow Fraser</b> , publish, "The Call of the East",	1914
	7-81	<b>Henry Frowde</b> , Canadian rights, "Helps to the Study of the Bible", and "Bible Illustrations", 1896	1896
	7-82	<b>W.J. Gage &amp; Co.</b> , uniformity in school books' discounts, 1896, 1898	1896, 1898
	7-83	<b>John Garvin</b> , publish, "Poems of Isabella V. Crawford", 1905	1905
	7-84	<b>Mrs. J.W. Garvin</b> , publish "Grey Knitting", [1974]	[1974]
	7-85	Goldie & McCulloch Co., supply Patent Wheelock Engine, 1897	1897

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	7-86	<b>Rev. C. Goodspeed</b> , print, "Messiah's Second Advent", 1900	1900
	7-87	<b>G.B. Graff</b> , Canadian edition, Wm Carey, "Adventure in Tibet", 1902	1902
	7-88	<b>Mary Graham</b> , <b>Last Will and Testament</b> , n.d.	
	7-89	<b>Wm Grant</b> , publish, "Christendom at the Beginning of the Twentieth Century", 1901	1901
	7-90	<b>The Grip Publishing Co.</b> , plates for "Methodist Hymn and Tune Book", 1894	1894
	7-91	<b>Caniff Haight</b> , print, "Here and There in the Homeland", 1895	1895
	7-92	<b>Willet R. Height</b> . publish, <b>Richardson, John</b> , "Wacousta", 1906  Frank S. Hall, renting metallic leaf printing to Briggs, 1907	1906, 1907
	7-93	<b>Isabel Hampton</b> , Canadian publishing, "Nursing, Its Principles and Practice", 1893	1893
	7-94	<b>Thomas Hancock &amp; Co.</b> , construction on Wesley Building, 1900	1900
	7-95	<b>Harmsworth Self Educator Magazine</b> , print in Canada, with correspondence and sample issues, 1906	1906
	7-96	<b>Harper &amp; Bros.</b> , Canadian copyright, <b>L. Wallace</b> , "The Prince of India", 1893	1893
	7-97	<b>Harper &amp; Bros.</b> , Canadian rights to <b>Mrs. H. Ward</b> , "The Marriage of William Ashe", 1905	1905
	7-98	<b>J.M. Harper</b> , publish, "Champlain, A Drama", 1908	1908
	7-99	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b>  <b>W.R. Harris</b> , print book 1895	1895
	7-100	<b>Rev. B.C. Hart</b> , printing, "Confucianism" 1891	1891
	7-101	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b>  <b>W.R. Harris</b> , print book 1895	1895
	7-102	<b>Rev. B.C. Hart</b> , printing, "Confucianism" 1891	1891
	7-103	<b>Hart and Macpherson</b> , Booksellers, paying for books, 1895	1895

Acc. No.	Box-File	Title	Date(s)
	7-104	<b>Walter Hawkins</b> , printing, <b>British Methodist Episcopal Church</b> , "Discipline", 1892	1892
	7-105	<b>William Heinemann</b> , Canadian edition, <b>J. Percy Fitzpatrick</b> , "The Transvaal from Within", 1900	1900
	7-106	<b>W. Albert Hickman</b> , publish in Canada, "The Sacrifice of the Shannon", 1903	1903
	7-107	<b>Julia Henshaw</b> , publish, "Mountain Wild Flowers", 1905	1905
	7-108	<b>James B. Holmes</b> , Insurance policies to Briggs, 1907	1907
	7-109	<b>J. Castell Hopkins</b> , contract and correspondence over legal action brought re " <b>Canadian Annual Review</b> ", 1903	1903
	7-110-112	<b>J. Castell Hopkins</b> , "Canadian Annual Review, 1904," 1905, 1907-1908	1905, 1907-1908
	7-113	<b>Robert P Hopper</b> , publish, "One Spoke in the Wheel of the Methodist Church", 1904	1904
	7-114	<b>D.C. Hossack</b> , publish, "The Gospel of the Home", 1903	1903
	7-115	<b>D.J. Howell</b> , hired as an agent, 1897, 1898	1897-1898
	7-272	<b>Mrs. R.H. Hudson</b> , poetry, 1893	1893
	7-116	<b>William S. Hugan</b> , <b>Last Will and Testament</b> , 1903	1903
	7-117	<b>Mrs. C.E. Humberstone</b> , publish "Birds in Canada in Relation to Agriculture", 1907	1907
	7-118	<b>Mrs. T.S. Hunt</b> , publish, "In Bohemia and other Studies for Poems", 1900	1900
	7-119	<b>W.E. Hunt</b> , publish, "Poems and Pastels", 1896	1896
	7-120	<b>International Bible Agency</b> , sell their Bibles in Canada,	
	7-121	<b>International Mercantile Agency</b> , purchase, "Canadian Rating Book", 1903, 1905	1903, 1905
	7-122	---print, "International Mercantile Agency Report", 1905	1905
	7-123	<b>International Publications Ltd.</b> , sale of good to Briggs and Subsequent bankruptcy correspondence, 1907, 1908	1907, 1908
	7-124	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>William W. Jacobs</b> , Canadian edition, short stories, 1907	1907
	7-125	<b>Mrs. Dora James Last Will and Testament</b> , 1898	1898
	7-126	<b>Jarrolds &amp; Sons</b> , Canadian edition, "Black Beauty", 1905	1905

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	7-127	<b>H.S. Jenanyan</b> , print, Haruturne, or Lights and Shadows in the Orient", 1899	1899
	7-128	<b>Arthur Johnston</b> , publish, "Myths and facts of the American Revolution", 1908	1908
	7-129	<b>Johnston &amp; Co.</b> , pay overdue accounts, 1902	1902
	7-130	<b>R.H. Johnston</b> , agent for books and cases, 1896	1896
	7-131	<b>Rev. J. Jones</b> , copyright, "Studies in Gospel of Matthew", 1881	1881
	7-132	<b>Margaret Kennedy</b> , <b>Last Will and Testament</b> , 1905	1905
	7-133	Warring Kennedy, bond, power of attorney, receipts, 1896, 1902, 1904	1902, 1904
	7-134	<b>R.E. Kingsford</b> , sell <b>Wm Kingsford</b> , "History of Canada", and "The Early Bibliography of Ontario", 1900	1900
	7-135	<b>Lancaster Insurance Co.</b> , fire insurance receipts, 1901	1901
	8-136	<b>Latin Book, (Primary)</b> , published for high schools and cancellation by <b>Dept. of Education</b> , 1892, 1908	1892, 1908
	8-137	<b>M.E. Lauder</b> , print, "At Last", 1894	1894
	8-138	<b>Agnes C. Laut</b> , rights to "Lords of the North", 1901; publishes, "A Western Story", 1901; publishes, "The Story of the Trapper", 1902; permission to sell cheap editions of her work, 1903	1901-1903
	8-139	Linotype Co., type-setting machines, 1894, 1895, 1899, 1901, 1903	1894, 1895, 1899, 1901, 1903
	8-140	<b>George Horace Lorimer</b> , Canadian edition, "Jack Spurlock-Prodigal". 1908	1908
	8-141	<b>G.H. Lorimer</b> , <b>Canadian edition</b> , "Old Gordon Graham", 1904	1904
	8-142	<b>Lothrop Publishing Co.</b> , agreement and correspondence re publishing in Canada, "Esben Holden", and "D'ri and I", 1901	1901
	8-143	<b>D.V. Lucas</b> , print, "The British Empire and Imperial Federation", 1907	1907
	8-144	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>John McCharles</b> , print, "Autobiography of A. McCharles", 1907	1907

Acc. No.	Box-File	Title	Date(s)
	8-145	<b>Nellie McClung</b> , publish, "Second Chance", 1910	1910
	8-146	<b>Alma F. McCollum</b> , publish "Flower Legends" 1902	1902
	8-147	<b>Edwin McCormick</b> , publisher, print book on leading financial men in Canada, 1909	1909
	8-148	<b>Wm. McDonagh</b> , <b>Last Will and Testament</b> , 1911	1911
	8-149	<b>John McDougall</b> , copyright to Briggs, 1910	1910
	8-150	<b>William A. McKay</b> , probate of <b>Last Will and Testament</b> , 1906	1906
	8-151	<b>J.B. MacKenzie</b> , right to books, 1898	1898
	8-152	<b>The MacLean Publishing House</b> , sale of serial rights of <b>Robert Service</b> , "The Trail of '93", 1910	1910
	8-153	<b>John Maclean</b> , print, "The Indians", 1889	1889
	8-154	<b>Elizabeth S. MacLeod</b> , "Donalda or Canada's Countess", 1905	1905
	8-155	<b>Frances McNaught</b> , print, "The Galt Cook Book", 1902	1902
	8-156	<b>Charles Mair</b> , publish, "Through the Mackenzie Basin", 1908	1908
	8-157	<b>Hannah Matheson</b> , probate of <b>Last Will and Testament</b> , 1907	1907
	8-158	<b>Methodist Hymn Book copyright</b> , 1880, 1884, 1908	1880, 1884, 1908
	8-159	<b>James Middlemiss</b> , publish, "Religious Instruction in the Public Schools" 1901	1901
	8-160	<b>George Miller</b> , probate of <b>Last Will and Testament</b> , 1911	1911
	8-161	<b>Sarah Milligan</b> , ancillary probate of <b>Last Will</b> , 1907	1907
	8-162	<b>Morang &amp; Co.</b> publish, "Canadian Boy Scout", 1911	1911
	8-163	<b>Henry J. Morgan</b> , publish "Canadian Men and Women of the Times", (see correspondence, 10-3to5)	
	8-164	<b>A.G. Morice</b> , publish "History of the Northern Interior of British Columbia", 1904	1904
	8-165	<b>Wm. I. Morse</b> , publish, "The Canadian Abroad and other Poems" 1908	1908
	8-166	National Hook Co., lease printing block 1902, cancelled, 1903	1903

Acc. No.	Box-File	Title	Date(s)
	8-167	<b>H.M. Nelson</b> , publish, "Promotion Ballads", 1914	1914
	8-168	<b>T. Nelson &amp; Sons</b> , agents in Canada, for Bible, 1902	1902
	8-169	<b>Thomas O'Hagan</b> , publish, "Essays: Literary, Critical, Historical", 1909	1909
	8-170	<b>Ontario Government</b> , publish, <b>T.H. McGuire</b> , "Perspectives and Geometrical Drawings", 1887, for use in schools	1887
	8-171	<b>Ontario Government</b> , publish, "Public School Physiology and Temperance", 1898	1898
	8-172	<b>Ontario Government</b> , publish, "Readers", 1896	1896
	8-173	<b>Ontario Government</b> , printing and binding for government,	
	8-174	<b>Ontario Government</b> , publish, "Ontario High School German, Reader," 1911	1911
	8-175	<b>Ontario Government</b> , publish, "High School Algebra", 1887	1887
	8-176	<b>Ontario Motor League</b> , print, "Canadian Motorist", 1914	1914
	8-177	<b>Ontario S.S. Assoc.</b> , print, "Teacher Training", 1907	1907
	8-178	<b>E.A. Owen</b> , print, "Pioneer Sketches of Long Point Settlement," 1898	1898
	8-179	<b>L.C. Page</b> , re cheap editions of books by <b>Louise Montgomery</b> , 1913	1913
	8-180	<b>Maude Palmer</b> , rent, 28 Temperance St., 1899	1899
	8-181	<b>T.R. Parker</b> , order for certificate forms, 1911	1911
	8-182	<b>Wm. F. Parker</b> , print, "Daniel M. Parker, M.D." 1910	1910
	8-183	<b>Hugh Pedley</b> , publish, "Looking Forward:", 1913	1913
	8-184	The Physical Culture Restaurant Co., lease, 1914	1914
	8-185	<b>Pictorial Review Co.</b> , print, "Monthly Fashion Book", 1913, 1914	1913, 1914
	8-186	<b>Elizabeth Pickering</b> , probate of <b>Will</b> , 1914	1914
	8-187	<b>John Pickering</b> , probate of <b>Last Will and Testament</b> , 1911	1911
	8-188	<b>W.H. Porter</b> , Publish, "Canadian Scenes and other Poems", 1907	1907

Acc. No.	Box-File	Title	Date(s)
	8-189	<b>Mrs. Portlock</b> , bond to cover printing, "25 Years of Canadian Life." 1901	1901
	8-190	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>Power of Attorney</b> , Wm. Briggs to Francis Byrne, 1886, 1894, 1897, 1899, 1900 handle business affairs for Briggs,	1886, 1894, 1897, 1899, 1900
	8-191	<b>Power of Attorney</b> , Wm Briggs to Alfred Briggs, 1904, 1909	1904, 1909
	8-192	<b>Power of Attorney</b> , Briggs to Byrne & Merry, 1897; F. Bond to Byrne, 1903; Briggs to Kettlewell, 1908; Briggs to Francis, 1912; Briggs to W. Walker, 1907	1897, 1903, 1907, 1908, 1912
	8-193	<b>Power of Attorney</b> , A.C. Courtice to F. Byrne, 1900	1900
	8-194	<b>George Poyser</b> , probate of <b>Last Will and Testament</b> , 1910	1910
	8-195	<b>Presbyterian Hymn Book</b> , tender to publish, 1896	1896
	8-196	Press Room n.d., specifications for alterations,	
	8-197	<b>Publishers Ltd.</b> , sell 1 Potter Press, 1912	1912
	8-198	<b>J.H. Putman</b> , publish, "Egerton Ryerson and Education in Upper Canada", 1912	1912
	9-199	<b>D.B. Read</b> , publish, "Upper Canada Rebellion", 1898	1898
	9-200	<b>John James Reditt</b> , probate of <b>Last will</b> , 1914	1914
	9-201	<b>Fleming H. Revell</b> , rent cellar at Richmond St., 1901	1901
	9-202	<b>James E. Richardson</b> , probate of <b>Last will</b> , 1913	1913
	9-203	<b>Mary Shaw Richardson</b> , probate of <b>Last Will</b> , 1913	1913
	9-204	<b>Robert L. Richardson</b> , publish, "The Camerons of Bruce", 1904	1904
	9-205	<b>Henry M. Robert</b> , Canadian edition, "Robert's Rules of Order", 1914	1914
	9-206	<b>James Roberts</b> , probate and <b>Last Will and Testament</b> , 1904	1904
	9-207	Rogers Electrical Co., electrical wiring, 1906	1906
	9-208	<b>W. Roland</b> , rights to "Under Five Flags", 1912	1912
	9-209	<b>Geo. Ross</b> , publish, "Getting into Parliament and After", 1913	1913
	9-210	<b>George Routledge &amp; Sons</b> , supply books to Briggs, 1893	1893



Acc. No.	Box-File	Title	Date(s)
	9-273	<b>Edwin G. Rundle</b> , "A Soldier's Life," 1909	1909
	9-211	<b>John Ruttan</b> , publish, "A New and Complete Harmony of the Gospels", 1905	1905
	9-212	<b>S.S. Ryckman Co.</b> , a one hundred dollar stock 1898	1898
	9-213	<b>Anne Gregg Savigny</b> , probate and <b>last Will</b> , 1901	1901
	9-214	<b>John Scott</b> , assets transferred to wife, 1905	1905
	9-215	<b>Charles Scribner's Sons</b> , orders for "Dictionary of the Bible" and "Dictionary of Christ and the Gospels," by <b>Hasting</b> , 1910	1910
	9-216	" <b>Scripture Readings</b> " supply for <b>Ministry of Education</b> , 1888	1888
	9-217	<b>James C. Seymour</b> , probate and <b>Last Will</b> , 1902	1902
	9-218	<b>David Sharp</b> , publish, "Woman's Divine Right", 1910	1910
	9-219	<b>Virna Sheard</b> , print, "Trevelyn's Little Daughters" and "By the Queens' Grace", 1898, 1904	1898, 1904
	9-220	<b>Benjamin Sherlock</b> , publish, "What Means This", 1907	1907
	9-221	<b>Mrs. Simcoe's Diary</b> , publish, 1910	1910
	9-222	<b>James M. Simpson</b> , publish, "God's Nation", 1902	1902
	9-223	<b>Small, Maynard &amp; Co.</b> , Canadian rights to "letter from Self-Made Merchant to his Son", 1902	1902
	9-224	<b>Charles Smith</b> , probate and <b>Last Will and Testament</b> , 1908	1908
	9-225	<b>Clifford Smith</b> , print and sell, "Jean the Bobbin-Carrier", and Lover in Homespun", 1896, 1898	1896, 1898
	9-226	<b>William Wye Smith</b> , publish, "The Selected of Wm W. Smith:", 1908	1908
	9-227	<b>Mrs. E. Spragge</b> , selling greeting cards, 1910	1910
	9-228	F.W. Stair, Briggs, renting part of Stair Building, 1910, 1911	1910, 1911
	9-229	<b>B.H. Stauffer</b> , Canadian rights, "Your Mother's Apron Strings", 1910	1910
	9-230	<b>F.C. Stephenson</b> , selling, "The Maories of New Zealand", 1912	1912
	9-231	" <b>Summer Songs of Idleness</b> ", <b>Canadian edition</b> , 1902	1902
	9-232	<b>Brigg's Contracts/Agreements</b> , ca. 1879-1918	1910

Acc. No.	Box-File	Title	Date(s)
		<b>Sunday School Assoc.</b> , rights to "Four Cradle Roll Birthday Cards", 1910	
9-233		<b>C.C. Taylor</b> rights to "Toronto Called Back", 1890, 1898	1890, 1898
9-234		Taylor Colour Printing, rent colour printing process, 1901	1901
9-235		<b>Wilson Taylor</b> , print, "An Elementary Treatise on Arithmetic for the use of Public and Model Schools", 1897	1897
9-236		<b>A.M. Teskey</b> , breach of rights claim, "Where the Sugar maple Grows", 1908	1908
9-237		<b>E.W. Thomson</b> , Canadian edition, "Old Man Savarin", "Walter Gibbs" and "Between Earth and Sky", 1895, 1896, 1898	1895, 1896, 1898
9-238		<b>Times Book Co.</b> , sell in Canada, "The Letters of Queen Victoria" 1910	1910
9-239		Toronto City, canopy for new Wesley Building, 1915	1915
9-240		Toronto Electrical Light Co., machinery, 1910, 1912	1910, 1912
9-241		<b>D.B. Touner</b> , publish, "Man the Life-Boat", (song) 1905	1905
9-242		<b>Mrs. C.R. Townley</b> , publish, "Opinions of May", 1909	1909
9-243		<b>Trade Publishing Co.</b> , print "Dominion Directory" and "Gazette" 1907, 1908	1907, 1908
9-244		<b>University of Toronto</b> , print, "University of Toronto Monthly," 1907	1907
9-245		<b>Unwin Publishers</b> , publish in Canada, <b>S.R. Crockett</b> , "The Raiders", 1894, 1910	1894, 1910
9-246		<b>The Vir Publishing House</b> , sell books in Canada, 1899, 1906	1899, 1906
9-248		<b>Ernest W. Walker</b> , partnership and termination of partnership, <b>Canada Fine Art Co.</b> , 1909, 1912	1909, 1912
9-249		<b>Ernest W. Walker</b> , copyright, "David Harum", 1910	1910
9-247		W.C. Wade, Briggs' agent, n.d.	
9-250		<b>WM. W. Walker</b> , print, "Reminiscences of the Canadian Mission Field" and "Sabre Thrusts at Free Thoust", 1897, 1896	1896, 1897
9-251		<b>Marcus Ward &amp; Co.</b> , sell products in Canada, 1895, 1896	1895, 1896
9-252		<b>Ward, Lock, &amp; Co.</b> , Canadian rights, "The Purple Robe," and "Ayesha", 1900, 1905	1900, 1905

Acc. No.	Box-File	Title	Date(s)
	9-253	<b>Brigg's Contracts/Agreements, ca. 1879-1918</b> <b>Warwick Bros.</b> , purchase, "Boy's Own", "Girls' Own" and "Sunday at Home", n.d.	
	9-254	<b>A.D. Watson</b> , publish, "The Sovereign of Character", 1906	1906
	9-255	<b>Rev. T. Watson</b> , subscription for volume of poems, n.d.	
	9-256	<b>Emily P. Weaver</b> , publish with Copp Clark, "An Elementary History of Canada," 1898	1898
	9-257	Westinghouse Electric Co., buying equipment, 1907	1907
	9-258	<b>Ethelwyn Wetherald</b> , publish, "The Last Robin", (poems) 1907	1907
	9-259	<b>W.W. Whitney</b> , protection from copyright infringement, 1895	1895
	9-260	<b>Whyte Bros.</b> , publish music book and receipt forms, 1885, 1896-1899	1885, 1896-1899
	9-261	<b>J.R. Wilkinson</b> , publish, "Canadian Battlefields", 1899, 1901	1899, 1901
	9-262	Phineas D. Will receives payment of debt, 1894	1894
	9-263	H.S. Williams, trustee in debts of Williams, 1898	1898
	9-264	John Withrow, tenders for construction, 1895-1898	1895-1898
	9-265	<b>Henry M. Wodson</b> , assigns copyright, "The Lord Felix", 1914	1914
	9-266	<b>WM. Wood</b> , print, "In the Heart of Old Canada", and "Past Years in Pickering", 1911, n.d.	1911
	9-267	<b>Lineas Woolverton</b> , publish, "The Canadian Apple Growers Guide", 1909	1909
	9-268	<b>Mrs. Eva R. York</b> , guarantee of "The White Letter", 1908	1908
	9-269	<b>Egerton R. Young</b> , Cheap edition of "By Canoe and Dog-Sled", and "Stories from Indian Wigwams", 1912	1912
	9-270	<b>George Young</b> , guarantee of sales of "Manitoba Memories": trust for Young's money, 1904; probate and Last Will, 1909, 1910	1904, 1909, 1910
	9-271	<b>Hon. James Young</b> , publish, "Public Men and Public Life in Canada, 1908, 1912	1908, 1912

The Board of Publication was established at the 1926 General Council of the United Church, as the body overseeing the publication, sale and distribution of religious and other literature through the United Church Publishing House. The imprint Ryerson Press was used until 1971. As well as The United Church Observer, this included the magazines of the several Boards of the Church and Sunday School publications. The Board's makeup reflected its service function, with other Departments and Boards represented on the Board and its Executive. The Book Steward was responsible to the Board, and acted as the Board's Secretary up to 1963, when that position was abolished. A General Manager was then appointed to manage the publishing operation and a separate Secretary was appointed. The Book Stewards were the Reverends Samuel Fallis, 1918-1933; Donald M. Soldandt, 1933-1936, and C.H. Dickinson, 1937-1963. C.H. Dickinson became Secretary of the Board in 1963 and served until his retirement in 1966. He was succeeded by Dr. A.C. Forrest, as acting Secretary, until the Board was disbanded in 1968.

Series consists of records relating to the work of the Board, including Board minutes, 1940-1967, Executive Committee minutes, 1940-1944, 1953-1967, annual reports, 1932-1965 (incomplete), and agenda materials; correspondence files of the Book Steward/Board Secretary (C.H. Dickinson); United Church Hymnaries, 1928-1930; unpublished letters to the editor of The United Church Observer, 1965-1978; and minutes of the Joint Lesson Committee (with Board of Christian Education) on curriculum planning, 1939-1945; Financial records of the United Church Publishing House, 1961-1967, Advertisement Readership Service for the Observer, 1965-1967, Editorial Readership Service for the Observer, 1965-1967. Also includes 3 photographs of the exterior of Wesley Buildings.

See related materials in the following fonds: See also United Church of Canada Board of Christian Education fonds (508/2) for records of the Joint Lesson Committee.

### SERIES 3: RECORDS OF RYERSON PRESS. – 1919-1971. – 2 m of textual records.

Founded in 1829 as the Methodist Book and Publishing House (A.Egerton Ryerson was its first editor and Book Steward). The Ryerson Press was established in 1919 as the trade name for the Methodist publications. The Press, under editor Lorne Pierce, continued the work of promoting new Canadian literary talent, while at the same time maintaining the religious and educational publishing of the Church. By the 1960s deficits had accumulated and sale of the Press became an issue. In 1971 Ryerson was purchased by an American firm, and became part of McGraw-Hill-Ryerson.

Series consists of minutes and correspondence of the Management Committee, 1964-1970, and some personal papers of Lorne Pierce. Business records include: notes on printing costs, 1940-1942, sales records, financial statements (1940s), profit and loss accounts, reviews of all operations of the Press by management consultants, 1960s, balance sheets and accounts, 1923-1939, operating and financial statements, 1941-1970, book and back lists, 1919-1935, and 565 reels of microfilmed business records (sales receipts, orders, etc.), 1955-1969. Legal records are included, relating to land holdings and deeds and literary and film agreements. Labour records include employees' benefit plans, labour relations in the 1950s, and payroll statements. Records on the publication of the United Church Hymnary include records of the Committee on Worship and Ritual. Also included is a series of catalogues of Ryerson books and historical documents relating to the founding of the Press.

See related materials in the following fonds: See also microfiche copies of Lorne Pierce Papers, the Queen's University, Kingston : (PS 8531 .L67 1984 Microfiche).

Acc. No.	Box-File	Title	Date(s)
83-061C	3-1	Notebook of costs of printed materials	1881-1890
	3-3	Ledger, costs of selected works	1908-1934
	3-4	---, costs of publication and sales	1908-1913

Acc. No.	Box-File	Title	Date(s)
	3-5	Record book, re publication of mss.	1910-1913
	5-1	Record book, re printing and binding --alphabetically from B to Z.	1900-1902
	15-1	Cash "contra" Aug-1-1876, and Journal July 1879 - August 1884	Jul-1884
	15-2	Stock list-record of sales	[1916-1930?]
	39-1os	Stock Book	1909
	40-1os	---	1910
	41-1os	---	1913
	42-1os	---	1914
	49-1	-----(?)	1890
	43-1os	Books for Sale 1899-1916 (see also box 5, 1900-1905)	
	44-1os	---	1903-1931
	45-1os	---	1904-1934
	46-1os	---	1914-1935
	47-1os	---	1914-1931
	50-1os	Ledger, accounts of books sold by various ministers	1854-1859
		<b>Methodist Churches Publishing--Index of Printing</b>	
	4	Index of Printing Jobs	1895-1901
	4	---	
		Arranged alphabetically by name of admin Body/unit that placed the order.	1901-1906
	4	---	1906-1912
		<b>Methodist Churches Publishing--Catalogues</b>	
	5	General Catalogue of Books Published	
		Catalogue of books suitable for Sunday	1876-1877
		School Libraries and Prizes	
		<b>Methodist Churches and Labour</b>	
	13-1	Negotiations between Committees representing the Toronto Typothetae and Toronto Local, No. 91 of the International Typographical Union. n.d.	

Acc. No.	Box-File	Title	Date(s)
		101 P. 2 copies.	
	13-2	Various documents, letters etc. relating to the 1921 Strike, Ryerson Press.	
	13-3	Correspondence file, Printer's Strike, Ryerson Press	1921
		Facts and Figures. A reply by union...	
	13-4	Union negotiation, Ryerson Press	1926-1933
	48-1os	Wage Book	1901-1910
	49-4os	Printing Office Wages Book	1875-1877
	48-3os	Printer's Wage Book	1883
	48-4os	---	1885-1886
	49-2os	Printing Office Wages Book	1887-1888
	48-2os	Methodist Book and Publishing House Payroll Book, printers	1888-1905
	49-3os	Bindery Wage Book	1885
		<b>UCC Board of Publication Annual Meeting Minutes</b>	
93.063C	1-1	Annual Meeting Minutes (signed)	1927-1948
	1-2	--- (Many signed)	1950,1955-1961
	1-3	--- (Many signed)	1962-1967
	6-1	Executive Minutes	1929-1944
	6-2	---	1953-1963
	6-3	---	1964-1967
		<b>United Church Publishing House Implementation Management Committee Minutes</b>	
		change in 1965/also appointment of manager	
	38-3	---	1964-1972
83.061C	24-1	Correspondence	1964-1972
	24-3	Implementation of Woods, Gordon Report	1963-1965
	24-2	Reports of Management Consultants	1968-1969
	24-4	Ryerson Press-Proposed Sale	1969-1970
	24-5	---	1971
	24-6	---	Various

Acc. No.	Box-File	Title	Date(s)
93.063C	24-7	Miscellaneous: reports, budget summaries, memoranda various correspondence	
		<b>Quarter Century Club of the United Church Publishing House Meetings</b>	
	1-4	Minutes of the Executive and of the Annual Dinner	1934-1936
		Includes list of the charter members/ members and dinner programmes	1956-1963 1935-1939
			ca. 1962 ca. 1970
83.061C		<b>UCC Annual Meeting Reports</b>	
	21-1	Board of Publication	1960-1967
	21-2	Book Editor/UCPH	1945-1949
	21-3	Book Steward to Board of Publication (incomplete)	1932-1954
	21-4	Book Steward to Conferences	1948-1955
	21-5	Board of Publication to Conferences (incomplete)	1940-1966
	21-6	Reports	1955-1960
	21-7	Observer Editor (incomplete)	1941-1949
	21-8	Book Steward's Address to General Council	1942
	21-9	Editorial and Educational Departments: Report, Brief Survey	1944
		<b>Joint Lesson Committee (Board of Christian Education and Board of Publication)</b>	
	21-10	Minutes, reports, memoranda, correspondence	1939-1945
		<b>C.H. Dickinson, Book Steward 1937-1966</b>	
	22-1	Correspondence	1954-1966
	22-2	---re hymnaries	1962-1964
	14-9	Programme and clippings re English-Speaking Union	n.d., 1954
	14-10	Service folders	1925-1937
	14-11/12	Miscellaneous articles re Dickinson	ca. 1948-1963
	51-10s	Scrapbook, 125th anniversary	1954

Acc. No.	Box-File	Title	Date(s)
	13-7	Ryerson Press. Miscellaneous legal documents <ul style="list-style-type: none"> <li>• Helena C.V. Washington Estate, 1916</li> <li>• Income Tax Assessment, 1920</li> <li>• Letter, Hugh D. Paterson, Inspector of Taxation, dominion Canada, to Methodist Book and Publishing House, May 17, 1923.</li> <li>• Letter, W.G. Lemon, Postmaster, Toronto to the UCPH, Toronto, February 27, 1927, re postage meters.</li> <li>• Statement to Dr. T. Albert Moore re some archival records delivered to him from the United Church Publishing House, September 27, 1934.</li> <li>• Lease: United Church Publishing House to the Woman's Missionary Society, United Church of Canada, October 1, 1936</li> <li>• Partnership Registration Act: United Church Publishing House, May 16, 1933.</li> <li>• Partnership Registration Act: Ryerson Press May 16, 1933.</li> <li>• Copyright registration, The Sunday School Press, May, 1933</li> <li>• Armond A. Halliday Estate, March 18, 1949</li> <li>• John A. MacLean estate, 1950</li> <li>• Clara May Tubby Estate, 1950</li> </ul>	1916-1950
	13-8	Envelope. Blank form, debenture issue, Wesley Building, 299 Queen St. W., 1914.	1914
93-063C	2-1	Reports--Appraisal Report of Buildings and Building Services of UCPH	1957
	2-2	-----Ernest W. Scott, including minutes, 1958-1965  Meeting re: Publishing New Curriculum Material, Feb., 1960; reports on visits to various publishing companies; including, for example, "The Book Department, 1952-1961, A Critical Analysis and a Blue-print for the Future", 1962.	1952-1965
	2-3	-----UCPH Progress Report. Nos. 1, 2, 3, 4. And Conclusions/Recommendations, by Woods, Gordon and Co., Toronto. 1963	1963
	2-4	-----Insurance Appraisal of the Ryerson Press and/or United Church Publishing House	1964
83.061C	20-1&2	-----Review of Operations	1964
	20-3	-----The United Church Publishing House Salary Prepared by Woods, Gordon and Co.	1964



Acc. No.	Box-File	Title	Date(s)
93.063C	2-5	-----re: UCPH management. Includes: some reports prepared by Woods, Gordon and Co.; correspondence re: Progress Report No. 3.	1963-1964
83.061C	20-4	-----Review of Administrative Practices	
93.063C	2-6	-----United Church Publishing House Review of Manufacturing Operations, Woods, Gordon & Co.	1965
<b>Management Reports for UCC</b>			
83.061C	23-1	-----Review of Accounting Procedures Woods, Gordon & Co.	1966
	23-2	-----Periodicals Survey/A.C. Forrest	[ca. 1967?]
	24-2	-----Various, pre-sale	1968-1969
<b>Ryerson History See also Records of William Briggs, Box 10-18 and 83.061C-10-18 and 83.061-13-9&amp;10.</b>			
	14-1	Articles from the United Church Observer: 1943 November 15: first printing of Bible; 1943 May 1: contribution to the pension fund; 1950 June 1: history of the publishing house; 1953 Dec. 1: Press; 1954 Nov.: 125th anniversary	1943-1954
	14-2	Historical sketches and reports, by Lorne Pierce n.d.	
	14-3	Replies to Pierce's questionnaire to retired employees re history	1953-1954
	14-4	Replies to Samuel Fallis' letters to employees of 25 years of service or more, includes list	1923
	14-5	Illuminated Address from City of Toronto	1950
	14-6	List of award winners by Ryerson Press: Governor General's, 1937-1964; Leacock Medal/ Humour, 1951-1965; Fiction, ca. 1942-1952	
	14-7	"Ryerson Press Marks 125th Anniversary	1954
	14-8	"The Ryerson Press: The Mother Publishing...	1948
	12-1	<u>The Chronicle of a Century</u> , by Lorne Pierce	
	12-2	<ul style="list-style-type: none"> <li>• <u>The Methodist Book and Publishing House;</u></li> <li>• <u>What It Is and What It Does</u></li> <li>• <u>On Publishers &amp; Publishing</u>, by Lorne Pierce</li> <li>• <u>Towards a Century and a Quarter</u></li> <li>• <u>The House of Ryerson, 1829-1954</u>, ---</li> </ul>	n.d.    1951 [ca. 1952] 1954

Acc. No.	Box-File	Title	Date(s)
		<ul style="list-style-type: none"> <li>• <u>The United Church Publishing House:</u></li> <li>• <u>Books Departments, Film Service,</u></li> <li>• <u>Manufacturing Plant</u>, by C.H. Dickinson</li> <li>• <u>The United Church Publishing House</u> brochure</li> <li>• <u>The Book Steward Welcomes You</u>/brochure</li> <li>• "The Christian Guardian"</li> </ul>	
		<b>Ryerson Press Catalogues/Sales</b>	
	12-4	<u>The Ryerson Imprint</u>  Check-list of books and pamphlets from 1829  Stewart Wallace	1954
	12-5	Catalogues	1928, 1954
	12-6	---, Colleges and Universities	1963-1970, n.d.
	12-7	---, School Books	1945-1970
		<b>Ryerson Press Catalogues/Sales continued</b>	
83.061C	12-8	Catalogues, Fine Arts	n.d.
	12-9	---, Church and Church Schools	1969-1971
	17-5	---, Applied Arts And Technology	n.d.
	17-6	---, Blackwell Scientific Publications Oxford and Edinburgh	1969-1970
	17-7	---, Canadian And Agency Books	1970
	17-8	---, Commercial Texts	1963
	17-9	---, Elementary Education Books	1968-1970
	17-10	---, English Catalogues	1963, 1969-1970
	17-11	---, History & Geography	
	17-12	---, Nursing	1963, 1970
	17-1	School Text Sales Reports, Owen Sheffield	1946-1947
	17-2	---, West of Yonge Street Highschools	1957
	17-3	---, Yonge Street to Northern Ontario  ---, East of Yonge Highschool Reports	1957
	17-4	Printing Division Sales Policy - Ryerson Press	n.d.
		<b>Miscellaneous Ryerson Press Material</b>	
	12-10	Dinner Programmes	1919/1947/1954

Acc. No.	Box-File	Title	Date(s)
	12-11	Picnic Special brochures	1909, n.d.
	17-13	House Committee - <u>Book Rumour</u>	1953, 1955
		<b>Centennial Display</b>	
	16-1	Correspondence re display	
	16-2	List of items borrowed from various libraries for the	
	16-3	Invitation	
	16-4	Layout of displays	
	16-5	Miscellaneous items used in the display	
	16-6	Canadian Imprint-packet distributed at Centennial display: <ul style="list-style-type: none"> <li>• letter of Bliss Carman to Lorne Pierce, 7 October 1925</li> <li>• Ms. version of E.J. Pratt's In Memoriam</li> <li>• letter: Duncan Campbell Scott to Copeland and Day, Boston, 13 March 1830</li> <li>• Christian Guardian, 13 March 1830</li> <li>• title page, Christian Guardian, 13 December 1837 (missing)</li> <li>• Story of the Ryerson Press</li> <li>• 138 years in education</li> <li>• photograph of early Cree Syllabics</li> <li>• document authorizing Egerton Ryerson to purchase a press</li> <li>• page from an Eskimo Prayer Book in Syllabics</li> <li>• Queen John Street about 1840, by John Sauders</li> <li>• story of printing at the Ryerson</li> <li>• Sketches of Book Stewards</li> <li>• Photograph of Egerton Ryerson</li> <li>• Ms. of Bliss Carman's <u>Triumphalis</u></li> <li>• Egerton Ryerson to Sophie, July 31, 1868</li> <li>• W.S. Conger to Ryerson, Sept. 3, 1841, Principal of Victoria</li> <li>• programme, 4th annual Road Race and Games, Methodist Book and Pub. House Athletic Club, 1900</li> </ul>	
		<b>Ryerson Press Film Agreements/Correspondence</b>	
	18-2	Ryerson Press Film Service Agreement	1940-1941, 1956
	18-3	Ryerson Press, Film Correspondence	1948-1953
	18-4	---	1954-1964

Acc. No.	Box-File	Title	Date(s)
	18-5	---	1965
	18-6	Bankruptcy of Wellington Jewellers correspondence	
<b>Ryerson Agreements, 1927-1968</b>			
	19-1	Agreements, Ryerson Press and Macmillan Press	1932
	19-2	---	1934
	19-3	Correspondence re above Agreements	1934
	19-4	Trademark Registration, <b>The New Outlook</b>	1927
	19-5	re " <b>The Canadian Girl</b> "	1928-1954
	19-6	re " <b>The New Life</b> "	1934
	19-7	Baptist Hymnary	1934-1968
	19-8	"Songs for Little Children"	1934-1936
	19-9	"Songs for Little Children"	1937-1965
	19-10	"Our Marriage Book"	1935-1939
	19-11	"Modern Marriage"	1943-1947
	19-12	re Daphne DuMaurier, "Frenchman's Creek"	1947
	19-13	re A.J. Cronin, "Keys of the Kingdom"	1950-1953
	19-14	Miscellaneous Agreements	1935-1961
<b>Literary Agreements</b>			
	10-27	Literary Agreements: A-F	ca. 1922-1946
	10-28	---: Jeffrey Farnol	ca. 1928-1945
		---: G	
	10-29	Philip Gibb, F.P. Grove	ca. 1929-1946
	10-30	---: H-Z	ca. 1921-1942

**United Church Hymnaries, 1928-1930**

The introduction of the new United Church Hymnary took on many aspects. This guide deals primarily with the dispute over copyright held by Oxford Press. For material finished copy see the Committee on Church Worship and Ritual (Fonds 526, Finding Aid 56) There is also some correspondence concerning the Canadian Youth Hymnal, 1940 Reprint of membership of Committee on Church Worship and Ritual

Acc. No.	Box-File	Title	Date(s)
	18-1	<p>Unsigned copy to R.L. McTavish, feels MacMillan wanted Oxford Press to do publishing mistrust between committee working hymnary, Presbyterian/Methodist antagonism etc., Oct-31-1928</p> <ul style="list-style-type: none"> <li>• E.N. Burghes, Oxford Press to E.W. Walker re copyrights, Dec-28-1928</li> <li>• S.B. Gundy to Walker, Working basis 50/50 for book, Jan-16-1929 (all following are 1929 until otherwise stated),</li> <li>• Walker to Fallis, no reason to share profits with Oxford Press, suspects unseen hand of Methodist and former Presbyterians at work, Jan-17</li> <li>• Gundy to Walker, Oxford copyrights at no charge, Jan-17</li> <li>• Unsigned copy to A. MacMillan re general format Jan-21</li> <li>• Burghes to Walker, re copyright of hymn, Jan-25</li> <li>• Fallis to Gundy, staggered by Gundy's suggestion, Jan-31</li> <li>• Gundy to Fallis, Oxford Press either prints or binds printed sheet and common selling basis, Feb-8</li> <li>• Burghes to Walker, re checking copyrights, Feb-20</li> <li>• Fallis to MacMillan re cost of book, Mar-7</li> <li>• MacMillan to Fallis, reply re cost of book</li> <li>• Fallis to MacMillan, reply, no final quote, Mar-18</li> <li>• Gundy to Walker, re 'understanding' for hymnary Mar-19</li> <li>• MacMillan to Fallis, hope costs kept low Mar-21</li> <li>• Walker to Fallis, memo re meeting with Gundy, copyright to hymns, former Presbyterian publisher, also MacMillan assumes joint publication Mar-21</li> <li>• Fallis to Gundy, Ryerson Press must do all the work, by order from the General Conference, corrects Gundy's impression of the status of Oxford</li> <li>• Press vis a vis the United Church publishing, Mar-22</li> <li>• Gundy to Fallis, reply, correcting statements, hopes for continued good will, Mar-23</li> <li>• Fallis to Gundy, Clarification of rumours, Mar-25</li> <li>• Gundy to Fallis, suggests meeting with Walker, Mar-26</li> <li>• Novello &amp; Co., to Ryerson Press, conditioning for acquisition of copyrights to their tunes and hymns, Jul-25</li> </ul>	

Acc. No.	Box-File	Title	Date(s)
		<ul style="list-style-type: none"> <li>• P.M. to MacDonald to Fallis, advising now ready for joint action on hymns Oct-30</li> <li>• Fallis to MacDonald, not quite ready for meeting Nov-6</li> <li>• Fallis to Gundy, formal application for copyrights held by Oxford Press, Jan-24-1930</li> <li>• Gundy to Fallis, will supply copyrights free for sheets at cost, plea for special condition, Jan-25</li> <li>• Fallis to Gundy, never agreed to supply sheets and cannot understand Oxford Press' refusal to sell copyrights</li> <li>• Gundy to Fallis, adds 10 percent royalty to</li> <li>• normal cost, cites traditional cooperation and former role with Presbyterians, Jan-27</li> <li>• MacMillan, resolution of publication committee, sale of Hymnary sole right of Ryerson Press, Jan-28</li> <li>• Fallis to Sir J. Flavelle, re Roberts and Hymn book impasse with Oxford Press, Jan-30</li> <li>• Fallis to Roberts, re interviewing Gundy, Jan-31</li> <li>• Fallis to Gundy, explains inability to agree his Jan. 28 proposal Feb-4</li> <li>• Fallis to Macdonald, clarification of material to</li> <li>• be sent to Gundy re committee decision Feb-6</li> <li>• Fallis to Gunn, same clarification Feb-6</li> <li>• Gundy to Fallis, re royalty suggestion on hymns Feb-6</li> <li>• Fallis to Gundy, clarifying misunderstanding, wants copyrights Feb-6</li> <li>• Fallis to Gunn, sending same as above Feb-8</li> <li>• Fallis to Macdonald, same as above Feb-8</li> <li>• Ryerson Press to Oxford Press, re copyrights Feb-10</li> <li>• Gundy to Gunn, interpreting General Conference resolution re hymnary sales Feb-12</li> <li>• Gundy to Gunn, re royalties and contrary to Fallis, Feb-13</li> <li>• D. Mackenzie to E.J. Moore, four tunes, Feb-17</li> <li>• MacMillan to Fallis, re calling meeting to discuss Oxford Press situation, notice to MacDonald, Feb-18</li> <li>• Hewitt to Fallis re hymns being excluded, Feb-21</li> <li>• Bd. of Publication to Fallis, negotiate if impossible try to publish Hymnary without them, Feb-25</li> <li>• MacMillan to Fallis, sends extracts of meeting, Feb-26</li> <li>• R. Roberts to Fallis, suggests compromise, must use hymns, n.d.</li> </ul>	

Acc. No.	Box-File	Title	Date(s)
		<ul style="list-style-type: none"> <li>• Fallis to Gundy, only pay copyright fee Feb-26</li> <li>• memo to Fallis, suggestions for Gundy, Feb-27</li> <li>• Gundy to Fallis, no further discussion possible Feb-28</li> <li>• Gunn to Gundy, fee only possible approach, Feb-28</li> <li>• Gundy to Gunn, felt unfairly dealt with, large minority of General Council wanted Oxford to publish because of historic links Mar-1</li> <li>• memo for Gunn re Gundy letter, mistaken about meaning of vote and rights of Oxford Press, Mar-1</li> <li>• Gunn to Gundy, explains misinformation to Gundy, Mar-6</li> <li>• Gundy to Gunn, appreciates picture more clearly, Looks for more cooperation Mar-7</li> <li>• Walker to Fallis, Gundy's request unreasonable Mar-10</li> <li>• Fallis to Gundy, no vested rights, no precedent for special status requested; copy of 1916 agreement between the Oxford press and the Presbyterian Church in Canada Mar-12</li> <li>• Gundy to Fallis, no vested rights claimed, supply leather bound copies below lowest trade figure Mar-13</li> <li>• memo from Fallis to Walker, get copyright price, not below 10 percent of regular discount Mar-15</li> <li>• Gunn to Gundy, hopes for early settlement Mar-15</li> <li>• Gundy to Gunn, reply, hopes for speedy</li> <li>• Compromise Mar-18</li> <li>• Fallis to Gundy, proposal: buy hymns and tunes, buy paper at prevailing prices, sales discount of 10 percent Mar-19</li> <li>• Gundy to Fallis, asks for meeting to settle details, wants Hymnary Committee there Mar-20</li> <li>• Fallis to Gundy, publication board solely responsible, no further change in proposal Mar-21</li> <li>• Gundy to Fallis, proposal: Hymns and tunes at nominal price, paper at prevailing price, discount of 15 percent Mar-24</li> <li>• Fallis to Gundy, no compromise possible Mar-27</li> <li>• Fallis to Roberts, sent copy of letter of above brought up to date on question Mar-27</li> <li>• Fallis to T. Richard, Commissioner of Copyright, possibility of forcing Oxford to release copyright Mar-27</li> <li>• Fallis to L. Ladner, M.P., re amending law to make copyright available Mar-28</li> </ul>	

Acc. No.	Box-File	Title	Date(s)
		<ul style="list-style-type: none"> <li>• R. Roberts to Fallis, Gundy not compromise, asks about arbitration over five percent Mar-28</li> <li>• Gundy to Fallis, 15 percent includes copyright charges Mar-29</li> <li>• Fallis to W.G. Mason, lawyer, explaining dispute Mar-31</li> <li>• W.H. Young to Fallis, compromise in real terms the extra 5 percent is about what the copyrights would cost Apr-5</li> <li>• Roberts &amp; Young, to Fallis, repeats above and asks for meeting Apr-5</li> <li>• W.S. Dingman to Fallis, supports 15 per cent discount Apr-6</li> <li>• Exec. Comm. on Church Worship and Ritual to Fallis, asks for Joint meeting Apr-8</li> <li>• memo, tunes and hymns are essential for hymn book Apr-8</li> <li>• E.J.M. to Fallis, memo, Burghes at Oxford able to give some copyrights without Gundy Apr-8</li> <li>• Fallis to Dingman, refutes 15 per cent argument Apr-8</li> <li>• Joint committees agree to continue negotiating</li> <li>• for six weeks, if unsuccessful abandon the hymns</li> <li>• and tunes; copy of resolution copy of letter</li> <li>• granting free use of hymns and tunes from John Oxenham and Lord Bishop of Plymouth Apr-9</li> <li>• Fallis to Gundy, copy of April 9 resolution and offer of \$5,000 for hymns Apr-10</li> <li>• copy of agreement, Novello &amp; Co., and Ryerson</li> <li>• Press for copyrights, Aug-26</li> <li>• draft of letter and rough notes re strategy</li> <li>• over hymnal copyrights, Fallis n.d</li> <li>• list of tunes copyrighted by Oxford Press n.d.</li> <li>• memo fro Fallis, unsigned re attitude of Milford,</li> <li>• Oxford Press, England n.d.</li> <li>• Correspondence concerning the Canadian Youth</li> <li>• Hymnal Feb-1-1940</li> </ul>	
		<b>United Church Observer Published/unpublished letters re topics, including United/Anglican Union, Billy Graham, Steven Truscott, Vietnamese War, abortion, euthanasia, sale of Ryerson Press...</b>	
25		Letters to the Editor  files 6-12 unpublished	
26		---.  files 13-21 unpublished	1966



Acc. No.	Box-File	Title	Date(s)
	27	---	1966-1973
		files 22, 25-29 unpublished	
	27-30 to 32	Miscellaneous	1978
	27-33	Abortion	1972
	27-34	Sale of Ryerson Press	1970
	27-35	Euthanasia	1970
	27-36	Armament Sales - U.S.-Vietnam	1973
93.063C	5-4	Advertisement Readership Service for the <u>Observer</u> issue, Oct. 15	1965
	5-5	---, Mar. 15	1966
	5-6	---, May 1	1966
	05-7	---, Dec. 1	1966
	5-8	---, Oct. 15	1967
	5-9	Editorial Readership Service for the <u>Observer</u> issue, Oct. 15	1965
	5-10	---, Mar. 15	1966
	5-11	---, May 1	1966
	5-12	---, May 15	1967
	5-13	---, Oct. 15	1967
		<b>Sale of Ryerson Press (See also Management Committee, p.20)</b>	
83.061C	28-7to9	Correspondence re sale	1970-1971
	28-10/11	Re lawsuit J. Llewellyn Devine vs McGraw Hill- Ryerson over "The Arrow of Apollyon"	1971-1973
	28-13	Correspondence, press releases, etc.	
	28-14	Editorials by W.C. Heine	
	28-12	Photocopies of agreements	1971
	28-1to5	Newspaper clippings re sale of Ryerson Press	
	28-6	---Re provincial Royal Commission on Book Publishing, because of sale to American Company	
	22-5	Clippings re sale	
	22-6	Catalogue re sale	1971

Acc. No.	Box-File	Title	Date(s)
	30-23	---	1950-1955
	22-3	Profit and Loss Accounts 1942-1947	1950-1955
	30-24	Miscellaneous Tax Correspondence	
	31-25	Financial Statements	
	31-26	---	1942
	31-27	---	1942-1943
	31-28	---	1944
	31-29	---	1945
	31-30	Financial Statements	1946
	31-31	---	1947
	31-32	---	1948
	31-33	---	1949
	31-34	---	1950
	31-35	---	1951
	32-36	Operating and Financial Statements	1952
	32-37	Miscellaneous Business Reports	1947-1956
	32-38	Operating and Financial Statements	1956
	32-39	---	1957
	32-40	---	1958
	32-41	---	1959
	32-42	---	1960
	32-43	---	1961
	32-44	---	1962
	32-45	---	1963
	32-46	---	1964
	33-47	---	1965
	33-48	Operating and Financial Statement	1966
	33-49	---	1966
	33-50	---	1967
	33-51	---	1968

Acc. No.	Box-File	Title	Date(s)
	33-52	---	1968
	33-53	---	1969
	33-54	Operating and Financial Statements, budgets and correspondence	
	33-55	---	1970ff
	33-56	---	1972
	22-4	Charitable Donations (UCPH)	1952-1967
93.063C	3-1	--- : Methuen Company of Canada, Part I	1950-1959
	3-2	---, Part II	1960
	3-3	---, Part III	1961
	3-4	---, Part IV	1962
	3-5	---, Part V	1963
	3-6	---, Part VI	1964
		<b>Payroll</b>	
	3-7	Ledgers--Expenditures	1961-1962
	3-8	---	1962-1964
	3-9	---	1964-1965
	3-10	-----Monthly payroll	1966
	3-11	---	1967
	4-1	-----Office semi-monthly payroll	1966
	4-2	---	1967
	4-3	-----Bindery payroll	1967
	5-1	-----Composing Room payroll	1967
	5-2	-----Maintenance payroll	1967
	5-3	-----Press Room payroll	1967
		<b>Labour</b>	
83.061C	36-1	Welfare Plan	1947
	36-2	Canadian Government Group Annuity	1947-1953
	36-3	Report, Basic Principles of Pension Funding	
	36-4	Pooled Pension Trust Fund	1956

Acc. No.	Box-File	Title	Date(s)
	36-5	Bindery Employees, Trust Agreement	1955
	36-6	Printing and Pressmen's Pension plan	1954-1955
	36-7	Pressmen's Pension fund	1961-1965
	36-8	Actuarial Report on retirement annuity plan	1956
	36-9	Employee's Pension plans;	1956
		annual statements	1958-1959
	36-10	Trust Agreement	1956
	36-11	---	1959
	36-12	Health and Hospitalization Plan	1955-1962
	36-13	Pension and Welfare Statements	1956-1958
	36-14	---	1959-1961
	36-15	---	1962-1964
	36-16	Pension Information	1960-1962
	36-17	Revised pension plan	1962
	36-18	Pension Trust Fund Statements	1964, 1965
	37-19	Pensions and Statements	1966
	37-20	Pension Plans	1970-1972
	37-21	Merit Ratings	1952
	37-22	Labour Relations	1950's
	37-23	Union Label discussion	
	37-24	Mailer's Union, Agreements	1959-1970
	37-25	Electrotype Union, Agreements	1961-1967
	37-26	Bookbinders Union, Agreements	1961-1971
	37-27	Typographic Union, Agreements	1951-1972
	37-28	Lithographers and Photo engraver's Union Agreements	
	37-29	Pressmen's and Assistants' Union, Agreements	1960-1971
	38-30	Salary Surveys	1959, 1962-1964
	38-31	Salary Evaluation, by E.L. Baker	
	38-32	Bd. of Trade, Executive Compensation Survey	

Acc. No.	Box-File	Title	Date(s)
	38-33	Executive Payroll	1964
	38-34	---	1965
	38-35	---	1966
	38-36	---	1967
	38-37	---	1968
	38-38	---	1969
	38-39	Union Shop Question	1970-1971
	38-40	Newspaper clippings re Union Shop Question	
	38-41	Ryerson Press Benefit Society (Mutual Aid Society)	1921 ca.1955
	38-42	Ryerson Press Hospitalization & Surgical Plan	1954

SERIES 4: RECORDS RELATING TO BUILDINGS. – 1808-1960 – 50 cm of textual records. – Photographs. – Slides. – Architectural plans.

Wesley Building was the name given to the two buildings which housed the printing establishment of the Church--on Richmond and Queen Streets, respectively.

Series includes minutes of the Building Committee (Richmond Street), 1888-1890; land records and deeds, specifications, correspondence, leases, construction tenders, and expense sheets for the construction of the two buildings at Richmond Street and Queen Street. In addition there are architectural plans and photographs relating to the Queen Street building.

Acc. No.	Box-File	Title	Date(s)
<b>83.061C</b>	2	Building Committee...minutes	1888-1890
	2	Book Committee minutes re construction of new headquarters: Queen and John	Oct 19, 1913
	2	Specifications of new Wesley Buildings three copies of various completeness	1913
	34-1	Book Room Expenses	1895-1909
	34-2	Building Expenses	1896-1902
	34-3	---	1903-1909
	34-4	King Street Property, Miscellaneous	1906
	34-5	Temperance St. Property, additions	1906-1908
	34-6	Agreement to build new building	1913
	34-7	Correspondence re new building	1912

Acc. No.	Box-File	Title	Date(s)
	34-8	---	1913-Jan-Jun
	34-9	---	1913-Jul-Dec
	34-10	---	1914-Jan-Apr
	34-11	---	1914-May
	34-12	---	1914-Jun-Aug
	34-13	---	1914-Sep-Nov
	35-14	---	
	35-15	Correspondence re new building	1915-Jan-Mar
	35-16	---	1915
	35-17	1915 May 16-	December
	35-18	---	1916
	35-19	Leases for old publishing premises	1917-1922
	35-20	---	1923
	35-21	---	1924ff
	35-22	Debenture correspondence	1917-1922
	35-23	Sample Debenture, 1928-bound volume discarded	
	35-24	re sale of Old Publishing premises	1928
	35-25	Review of operations of building	1950
	35-26	Investigation of building foundations	1960
	35-27	Correspondence, indentures re: 71 Pritchard Ave	1926-31 1945-46
	35-28	Correspondence re: 141 Grenville St. Halifax	
10-20		<b>Miscellaneous correspondence re Buildings 1912-1954</b>	
		<ul style="list-style-type: none"> <li>• Land conveyance for new building Sep-20-1912</li> <li>• Mortgage for land Sep-30-1912</li> <li>• Assignment of Mortgage Oct-8-1912</li> <li>• A.W. Briggs to Wm Briggs re mortgage of property</li> <li>• Nov-2-1912</li> <li>• A.W. Briggs to Wm Briggs, copy, power of attorney,</li> <li>• George Cox to George Little Nov-19-1912</li> </ul>	

Acc. No.	Box-File	Title	Date(s)
		<ul style="list-style-type: none"> <li>• G. Little to Central Canadian Loan and Savings Co., and documents re John St. property Mar-26-1913</li> <li>• Cox to Briggs, transfer of mortgage Mar-27-1913</li> <li>• Briggs &amp; Frost to Wm Briggs, re mortgage Jul-26-1915</li> <li>• City Works Dept. to Briggs, status of lane Oct-21-1915</li> <li>• Briggs et al to Wm Briggs, delegating rights Apr-9-1917</li> <li>• Agreement for mortgage of John St. property Jan-14-1918</li> <li>• Central Canadian Loan &amp; Savings Co. to Kettlewell re extension of mortgage Feb-19-1918</li> <li>• J. Lake to Methodist Book and Publishing House,</li> <li>• Trustees May-15-1922</li> <li>• W.S. Fielding to Ellins, restrictions on Debentures May-17-1922</li> <li>• Agreement re debenture and letter re title Jun-1-1922</li> <li>• Frost to Meth. Bk. &amp; Pub. Hse., re title to lane Jun-22-1927</li> <li>• Mortgage indentures and deed, near John St. Property Jul-31-1930</li> <li>• Report concerning the relationship between the</li> <li>• United Church and the U.C. Pub. House and</li> <li>• Wesley Buildings Jun-11-1930</li> <li>• Injury (brick falling) May-1936</li> <li>• Tax Bill 1948</li> <li>• Conveyance of property purchase Feb-28-1949</li> <li>• Deed to property adjoining Wesley Buildings Feb-24-1954</li> </ul>	
	MC1/Drawer 5	Architectural plans for Richmond/Temperance Street and other buildings	
<b>2005.099C</b>	MC 6	Architectural drawings for Richmond/Temperance Street buildings; Drawing of Ryerson Press building	1885, 1932

SERIES 5: PHOTOGRAPHS. – [ca. 1942]-[ca. 1969]. – ca. 85 photoprints. – 64 lantern slides.

Series includes photographs of staff and offices of Ryerson Press, the buildings, and special events.

Acc No.	Box-File	Title	Date(s)
83.061CPR	1-1	Photographs album: A Picture Record of the New Book Room	1910-1917
	1-2	Printing plant staff, Temperance Street Building 1910	
	1-3	Staff picnic	1910
	1-4	Caricatures of senior officers	1919
	1-5	Staff picnic	1920
	1-6	Bindery Department, with James Shepherd	1926
	1-7	Shipping room	n.d.
	1-8	Photographs of the Press Room, 15 photographs	n.d.
	1-9	Press employees	1925
	1-10	Delivery trucks	1924
	1-11	Football team	1932
		Quarter century club:	
		a) photograph of charter members	
	1-12	b) ---with key	
		c) Photograph of dinner for character members 1934	1934
	1-13	Treasury Reader shipment	1935
	1-14	Printing Press	1938
	1-15	Bindery	1945
	1-16	Linotype department	n.d.
	1-17	Composing room	n.d.
	1-18	Photographs of printing the first Canadian edition of the <u>Bible</u> 1943.	
		a) Photograph of the first sheet, October 27, 1943 Clarke, Atkins, Dickinson. 5 copies.	
		b) Photograph of signing agreement with Oxford University Press, October 27, 1943. 1. To r. Dickinson, Clarke. 4 copies.	
		c) Photograph of printing the first sheet of the <u>Bible</u> in Canada, October 27, 1943. 1. to r. Wilkinson, Addison, Neville, Certhy, Kemp, Woolon. 2 copies	
		d) Photograph of Ollie Addison, pressman, October 27, 1943.	
		e) Photograph of first sheet, October 27, 1943. 1. r. Clarke, Dickinson, Woolon, Pierce.	



Acc No.	Box-File	Title	Date(s)
	1-19	Photograph of presentation of first Tyerson Fiction Award to Herbert Sattans for his book <u>Little Man</u> , 1942	
	1-20	Office of Mr. Ernest W. Walker	n.d.
	1-21	Office of Dr. Lorne Pierce, Book Editor	1945?
		a) Photograph of the office with Dr. Pierce at his desk. 1 copy	
		b) Photograph of the office. 3 copies	
	1-22	Photograph, Film Department	1945?
	1-23	Photographs of the presentation of the 1960 Ryerson Fiction Award to Mrs. E.M. Granger-Bennett (Mrs. Harold Bennett) for her novel <u>Short of the Glory</u> , at a dinner held at the University Club. 5 photographs.	
	1-24	125th Anniversary Dinner, 1964. 1 photograph 1. to r. Honourable Vincent Massey, Dr. C.H. Dickinson	
	1-25	Exhibition at the Royal Ontario Museum	1967
		16 photographs	
	1-26	Photographs of the printing plant equipment	1967
		6 photographs.	
	1-27	Photograph, Mr. Arthur Steven, Art Director Ryerson Press 1949-1969	
90.087CPR	1	Lantern Slides, Nos. 1-64	
2013.107P		Lantern Slides [see GRAPHICS database]	
2013.104P		Lantern Slides [see GRAPHICS database]	
2013.107P		Lantern Slides [see GRAPHICS database]	
2013.100P		Lantern Slides [see GRAPHICS database]	
2013.099P		Lantern Slides [see GRAPHICS database]	
2013.098P		Lantern Slides [see GRAPHICS database]	
2013.096P		Lantern Slides [see GRAPHICS database]	
2013.093P		Lantern Slides [see GRAPHICS database]	
2013.091P		Lantern Slides [see GRAPHICS database]	
2013.090P		Lantern Slides [see GRAPHICS database]	
2013.087P		Lantern Slides [see GRAPHICS database]	
2013.085P		Lantern Slides [see GRAPHICS database]	

Acc No.	Box-File	Title	Date(s)
2013.084P		Lantern Slides [see GRAPHICS database]	
2013.077P		Lantern Slides [see GRAPHICS database]	
2013.065P		Lantern Slides [see GRAPHICS database]	
2013.064P		Lantern Slides [see GRAPHICS database]	
2013.061P		Lantern Slides [see GRAPHICS database]	
2013.060P		Lantern Slides [see GRAPHICS database]	
91.013CPR		Photographs 1-36	
91.013C/MC4		Photographs 37-52	

**SERIES 6: RYERSON PRESS PERSONNEL FILES. – [ca. 1880] – [ca. 1977]. – 4.08 m of textual records.**

Included in this series are cards for people who terminated employment or who were hired after 1972. The following information may be found: name; address; phone; date of birth; marital status; education; previous employment; employment date; union number; annuity number; Social Insurance Number; termination date; salary rate; employment application from; department; Great West Life Annuity certificate; group insurance number; TD1; notice of cash payment of annuity/notice of deferred annuity settlement; correspondence re: annuities; salary adjustment forms; Blue Cross number; and Ontario Hospital Insurance Plan number. They also include record cards for Observer, United Church Accounting office, United Church Publishing House, and CANEC.

Personnel files are closed for one hundred years from the birth of the employee.

Acc No.	Box-File	Title	Date(s)
<b>93.173C</b>		<b>Employee Record Cards</b>	
	1-1	Surnames, Ab - An	
	1-2	---, Ap - Av	
	1-3	---, Ba - Ban	
	2-1	---, Bea - Bez	
	2-2	---, Bi - Bo	
	2-3	---, Bra - Bro	
	2-4	---, Bru - Burk	
	3-1	---, Burn - By	
	3-2	---, Carn - Carr	
	3-3	---, Cart - Cha	
	3-4	---, Che - Clare	

Acc No.	Box-File	Title	Date(s)
	4-1	---, Clark - Cli	
	4-2	---, Coa - Cor	
	4-3	---, Cos - Cri	
	4-4	---, Cr - Cu	
	5-1	---, Da - Day	
	5-2	---, De - Di	
	5-3	---, Do - Dr	
	5-4	---, Du - Dz	
	6-1	---, E	
	6-2	---, Fa - Fe	
	6-3	---, Fi - For	
	6-4	---, Fos - Fra	
	7-1	---, Fre - Fry	
	7-2	---, Ga - Ge	
	7-3	---, Gh - Go	
	7-4	---, Gr - Greene	
	8-1	---, Greg - Gu	
	8-2	---, Ha - Ham	
	8-3	---, Han - Hay	
	8-4	---, Hea - Hey	
	9-1	---, Hi	
	9-2	---, Ho	
	9-3	---, Hu	
	9-4	---, I	
	10-1	---, J	
	10-2	---, Ka - Ke	
	10-3	---, Kh - Kl	
	10-4	---, Kn - Ku	
	11-1	---, La	
	11-2	---, Le - Loo	

Acc No.	Box-File	Title	Date(s)
	11-3	---, Lor - Ly	
	11-4	---, Ma - Mar	
	12-1	---, Mat - Mik	
	12-2	---, Mil – Mit	
	12-3	---, Mo - Morg	
	12-4	---, Morl - Mu	
	12-5	---, McA - McD (Includes Mac)	
	13-1	---, McE - McK ( " " )	
	13-2	---, McL - McP ( " " )	
	13-3	---, N	
	13-4	---, O	
	13-5	---, Pa - Park	
	14-1	---, Parker - Paw	
	14-2	---, Pe - Pi	
	14-3	---, Po - Pu	
	14-4	---, Q	
	14-5	---, Ra - Red	
	15-1	---, Ree - Rh	
	15-2	---, Ri - Robe	
	15-3	---, Robi - Rosc	
	15-4	---, Ross - Ry	
	16-1	---, Sa - Sch	
	16-2	---, Sco - Se	
	16-3	---, Sh	
	16-4	---, Si - Smith, E.	
	17-1	---, Smith, I. - Smith, V.	
	17-2	---, So - Ster	
	17-3	---, Stev - Stu	
	17-4	---, Su - Sy	
	17-5	---, Ta - Te	

Acc No.	Box-File	Title	Date(s)
	18-1	---, Th - Tom	
	18-2	---, Top - Ty	
	18-3	---, U	
	18-4	---, V	
	18-5	---, Wa - Ward	
	19-1	---, Warn - Wed	
	19-2	---, Wel - Wh	
	19-3	---, Wi - Wil	
	19-4	---, Wils - Wo	
	19-5	---, Wr - Wy	
	20-1	---, Y	
	20-2	---, Z	

These cards were probably begun in 1921-1922. The dates of hire pre-dated 1921 in many cases; earliest date of hire indicate the late 1880's. This series is not complete, indicated by the small volume of cards for surnames beginning A to K. The following information may be found: name; address; phone; date of birth; marital/family status; next of kin; nationality; religion; date of hire; department; job title; termination date. Files 90 to the 1950s

#### **Employee Record Cards (3 x 5" format)**

21-1	Surnames, A - F
21-2	---, G - Har
21-3	---, Has - Hod
21-4	---, Hoe - I
21-5	---, J - K
21-6	---, L - Ll
21-7	---, Lo - Mac (Mac and Mc are separated)
21-8	---, Mc - Mcl
22-1	---, McK - Mun
22-2	---, Mar - Mill
22-3	---, Miln - Morrish
22-4	---, Morrison - N
22-5	---, O - Pen
22-6	---, Pep - Q

Acc No.	Box-File	Title	Date(s)
	22-7	---, Ra - Robe	
	22-8	---, Robi - Ry	
	23-1	---, Sa - She	
	23-2	---, Shi - Sma	
	23-3	---, Smi - Sta	
	23-4	---, Ste - Sz	
	23-5	---, T - Tk	
	23-6	---, To - V	
	23-7	---, Wa - Whe	
	23-8	---, Whi - Z	

The following information may be found: employee record forms; annuity status; Dominion Government Annuity Record cards; life insurance; supplementary health coverage; and correspondence.

**Employee Files (no record of death) Retirement Date**

20-3	Allen, Kathleen Edith	Apr. 2, 1956
20-4	Arnett, Victor Horace	May 30, 1967
20-5	Beatty, Phoebe	July 1, 1968
20-6	Bonell, Stanley Robert	
20-7	Boston, Evelyn May	Apr. 1, 1970
20-8	Braunke, Arthur	Aug.28, 1965
20-9	Bray, Gordon Henry	
20-10	Bridge, Margaret Evelyn	Aug. 1, 1970
20-11	Bright, Ethel Minerva	Jan.30, 1962
20-12	Campbell, Clarence S. (resigned)	Feb.26, 1965
20-13	Carroll, Wallace Cameron	July 1, 1967
20-14	Carter, Roy Broadhurst	Jan.31, 1968
20-15	Carwardine, Philip William	Sept 14, 1962
20-16	Chesworth, Thomas Morris	Apr. 1, 1967
20-17	Clare, William	Jan.31, 1969
20-18	Coker, Bessie Winnifred	
20-19	Crosby, William Delos	
24-1	Cutter, Margaret K.	July 1, 1971

<b>Acc No.</b>	<b>Box-File</b>	<b>Title</b>	<b>Date(s)</b>
	24-2	Dickinson, Clarence Heber	July 30, 1966
	24-3	Drummond, Marjorie Eileen	
	24-4	Dunlop, William W.	July 15, 1971
	24-5	Duthie, Emily Blackhall	Jan. 1, 1970
	24-6	Elliott, Alexander	Jan.31, 1968
	24-7	Emmerson, Margaret Amelia	Apr.14, 1967
	24-8	Eschrich, Charlotte Magdalena	Sept.1, 1967
	24-9	Fagan, Elmer Frank	May 1, 1966
	24-10	Firman, Albert Edward	
	24-11	Frazer, Maude Grace	
	24-12	Goodhead, Benjamin John	
	24-13	Goodwin, Fred	July 1, 1970
	24-14	Gordon, Alice Jane	
	24-15	Green, Alfred George	Mar.31, 1971
	24-16	Haight, Ernest Dorland	Jan.31, 1968
	24-17	Hamilton, Thomas William Harold	May 31, 1969
	24-18	Hardy, John Edward	
	24-19	Haultain, Elsinore	
	25-1	Hender, John Edward	Jan.31, 1969
	25-2	Hitchins, Frank Thomas	
	25-3	Hurst, George Edwin	Jan.31, 1970
	25-4	Jones, Clarissa Lizzetta	Apr. 1, 1967
	25-5	Jordan, Charles Edward	Dec. 9, 1965
	25-6	Kidd, Charles Alan	
	25-7	Kivisto, Hanna Elizabeth	
	25-8	Latmimer, Mabel Alma	
	25-9	MacEachern-Johnson, Margaret Ruth	Apr. 1, 1968
	25-10	MacKenzie, John Robert	Jan.31, 1969
	25-11	MacLeod, Rosa Mary	Apr.30, 1964
	25-12	Markle, Vernon Bates	Jun.30, 1970

Acc No.	Box-File	Title	Date(s)
	25-13	Marsh, Percy William	Dec.24, 1953
	25-14	Materyn, Josephine	Sept.1, 1969
	25-15	McBride, Estella Mary E.	Mar. 1, 1969
	25-16	McKenzie, Marie Louise	Oct. 1, 1967
	25-17	McNeice, John	Aug. 1, 1969
	25-18	Mohun, Arthur Christopher	
	25-19	Moon, Frances Bates (resigned)	Feb.13, 1970
	25-20	Moore, Clarence Fraser	Sep.30, 1970
	25-21	Morgan, Griffith	July 1, 1968
	25-22	Morrison, Catherine K.	Jan.31, 1961
	25-23	Moultray, James Douglas	Feb.28, 1969
	25-24	Nicholl, Madeline Mary Elizabeth	Jan. 1, 1971
	25-25	Organ, William D.	Mar.26, 1964
	25-26	Parsons, Opal Alma	May 1, 1969
	26-1	Peacock, Arthur	Oct. 8, 1959
	26-2	Pope, MacAulay William White	
	26-3	Pringle, Arthur Arnold	Dec.31, 1965
	26-4	Rabjohn, Walter Gordon Wallace	Sep.30, 1970
	26-5	Robertshaw, Ernest Benjamin	Sep.30, 1970
	26-6	Robinson, E.	
	26-7	Robinson, William Henry	Oct.22, 1962
	26-8	Rourke, Thomas Melville	
	26-9	Rugg, Herbert	Sept.1, 1968
	26-10	Schallenberger, Walter George	Jun. 1, 1966
	26-11	Scott, Marjorie M.	Jul.19, 1961
	26-12	Seary, Victor Perrin	Oct.31, 1968
	26-13	Smallpage, Ethel	Dec. 1, 1967
	26-14	Smith, Oswald Massie	Jan. 1, 1963
	26-15	Sommer, Adam Adolph	May 31, 1970
	26-16	Stainton, Jeanette Corbett	Nov. 1, 1953



Acc No.	Box-File	Title	Date(s)
	26-17	Staughton, George Stephen	
	26-18	Swain, Gwen Constance	Apr. 1, 1971
	26-19	Swinarton, Agnes	May 31, 1961
	26-20	Taylor, James Spencer	Apr.30, 1969
	26-21	Ueberer, Hilda Blythe	Aug. 1, 1970
	27-1	Wagstaff, Lily Sylvia	Jan.29, 1971
	27-2	Whitelaw, John Headley	
	27-3	Wilson, Thomas Albert	Aug. 1, 1968
	27-4	Winter, Percy	Mar.28, 1968
	27-5	Wistoski, Anna	Mar. 1970

The following information may be found: employee record forms; annuity status; proof of death; life insurance; Dominion Government Annuity Employee Record cards; and correspondence.

This series also includes files of employees who did not have pension or annuity.

	Employee Files - with record of death (Date of Death Date of Retirement)	
27-6	Addison, Oliver Lancelot	Nov.27, 1958
27-7	Allinson, Basil Thompson(1968)	Mar.27, 1971
27-8	Bailey, William Kenneth	Dec.25, 1961
27-9	Banfield, Isabella Allan(1968)	
27-10	Beattie, Thomas Gordon	May 31, 1966
27-11	Belford, Roy William (1965)	Sep.13, 1965
27-12	Berrie, Robert James (1953)	Mar.11, 1959
27-13	Bishop, James William (1966)	Nov.16, 1968
27-14	Blosinski, Alexander (1965)	Nov. 6, 1965
27-15	Boddy, Frederick	Oct. 2, 1955
27-16	Boddy, John	Feb.14, 1965
27-17	Body, John Thomas (1953)	Jul. 9, 1955
27-18	Bond, Frank J. (1964)	Jan. 5, 1977
27-19	Boos, John Edward (1963)	Sep. 5, 1972
27-20	Bradley, Owen Francis Henry	Jun. 1, 1968

Acc No.	Box-File	Title	Date(s)
	28-1	Bradshaw, William John McAleese (1970)	
	28-2	Brown, John Torrance (1954)	Jun.24, 1960
	28-3	Brown, James Leroy	Aug.23, 1953
	28-4	Bryce, Alexander	Aug.13, 1965
	28-5	Bunker, Albert Edgar	Aug.21, 1970
	28-6	Bunnett, Arthur Henry	Mar.23, 1955
	28-7	Burnett, Albert Weller (1960)	Aug.23, 1970
	28-8	Burrow, Ernest Claire	Aug.23, 1970
	28-9	Burrow, Phyllis (1953)	
	32-12	Campbell, Emma Marjorie (Mason)	Jun.23, 1953
	28-10	Campion, Margaret Louise	Jan. 1, 1972
	28-11	Carthy, Herbert (1965)	
	28-12	Cherry, Mary Jane (1962)	Aug.30, 1963
	28-13	Clarke, Raymond Phillip (1970)	
	28-14	Clode, Rowland (Dick)	Jul.14, 1961
	28-15	Cochrane, Edith Knox (1964)	Aug. 7, 1964
	28-16	Conn, Elsie May	
	28-17	Cook, John James	Sep.10, 1963
	28-18	Cope, William Littlejohn	Jun.15, 1954
	29-1	Corscadden, George Henry (1968)	Jan.20, 1976
	29-2	Coulton, Charles Richard	Apr. 2, 1961
	29-3	Cowan, John	Sep.10, 1953
	29-4	Crawford, Honore Ruth Bernice (1967)	
	29-5	Creasey, Maurice A. (1956)	Sep.25, 1967
	29-6	Culverwell, Ernest H.	Apr.14, 1955
	29-7	Curry, Ruth Ethel (resigned, 1960)	
	29-8	Dallas, George Linton (1959)	Oct.24, 1963
	29-9	Daly, Joseph (1970)	
	29-10	Daly, Mary Christina	Mar.24, 1962
	29-11	Davis, Fred	

Acc No.	Box-File	Title	Date(s)
	29-12	Dickson, William Meldrum (1947)	Jul. 3, 1962
	29-13	Dobney, Albert David (1960)	Sep.23, 1971
	29-14	Drohan, Carl (1955)	Aug.26, 1969
	29-15	Dunn, Clara Adeline (1956)	Nov.11, 1961
	30-1	Durand, Eunice Evelyn	Oct.25, 1970
	30-2	Easto, Herbert (1956)	Mar.21, 1963
	30-3	Easto, Walter Harold (1957)	Jan. 2, 1959
	30-4	Emmerson, Rhoda (termination, 1962)	
	30-5	Fleming, George Cowan (1964)	
	30-6	Forgie, Hugh Douglas (1970)	Apr.25, 1972
	30-7	Foster, Lulu Mary	Sep.23, 1958
	30-8	Foster, Nellie	May 27, 1972
	30-9	Francis, John Wesley	Nov.26, 1968
	30-10	Garven, Thomas A. (1963)	Aug.29, 1968
	30-11	Gerega, Annie	Oct.11, 1963
	30-12	Gertley, Earl Henry	Jun.17, 1968
	30-13	Glenfield, Edward (1963)	
	30-14	Glover, Beatrice (1965)	Feb.13, 1972
	30-15	Goguen, Margaret	Oct.31, 1961
	30-16	Green, Joseph Leo	Jun.11, 1966
	30-17	Hails, Mary Paterson (1965)	
	30-18	Hall, Mary Jane (1968)	Dec.26, 1968
	30-19	Hawkes, Edward	May 4, 1963
	31-1	Haydon, Annie D.	Aug.16, 1967
	31-2	Hayes, Allen E. (1964)	Aug. 2, 1971
	31-3	Herdman, Thomas (1967)	Jan.13, 1970
	31-4	Hoar, William Thomas	Jun.13, 1967
	31-5	Howard, Donald Cecil	May 22, 1966
	31-6	Hume, Blanche	Sep.17, 1968
	31-7	Jackman, Earl A. (1963)	Oct.15, 1963

<b>Acc No.</b>	<b>Box-File</b>	<b>Title</b>	<b>Date(s)</b>
	31-8	Kelly, William George (1965)	Nov.29, 1969
	31-9	Kelly, Samuel John (1969)	Jan.29, 1970
	31-10	Kemp, Victor James	Jul.19, 1961
	31-11	Kennedy, Robert John (1958)	Sep.13, 1967
	31-12	King, William John (1967)	Feb. 8, 1967
	31-13	Kirby, Arthur Henry (1955)	Jul. 1, 1966
	31-14	Lancaster, Arthur George	Oct.30, 1965
	31-15	Lang, Norman Melrose (1956)	Mar.29, 1961
	31-16	Leake, Albert (1959)	Apr.14, 1971
	31-17	Leslie, Thomas James	Jun.12, 1968
	32-1	Lifchis, Ben (Barney)	Oct.17, 1965
	32-2	Lipiec, Katherine	Jul.11, 1961
	32-3	Little, George Albert (1955)	Jan.21, 1958
	32-4	Lockwood, Mortimer Harold (1953)	Jul.27, 1956
	32-5	Long, Elsie	Feb.10, 1955
	32-6	Long, Vincent Francis	Apr. 7, 1956
	32-7	Long, Walter Joseph (1970)	Nov.25, 1972
	32-8	MacDonald, Marjorie May (1961)	Feb.12, 1968
	32-9	MacKenzie, John Albert	Oct.11, 1970
	32-10	McLeod, Murdo (1952)	Jan. 7, 1957
	32-11	Martin, Stanley Archibald (1965)	Mar.11, 1970
	32-12	Campbell, Emma Marjorie (Mason)	Jun.23, 1953
	32-13	Matthews, Cecil Alonzo (1959)	May 9, 1961
	32-14	McCabe, Maurice Stephen	May 7, 1954
	32-15	MacDonald, Albert (1960)	Feb.13, 1962
	32-16	McDougall, Mary Irene	Feb.24, 1955
	32-17	McDowell, John Mervyn	Apr. 5, 1966
	32-18	McLelland, Jane (1953)	
	32-19	McLeod, Percy Albert (1962)	Aug.21, 1965
	33-1	McWade, Allison Elvira (1961)	Dec.16, 1972

Acc No.	Box-File	Title	Date(s)
	33-2	Mitchell, Austin Henry (1960)	Sep.22, 1970
	33-3	Montgomery, Caroline (Carrie)Robertson (1961)	1974
	33-4	Morrison, John A. (1971)	Dec.10, 1974
	33-5	Morrison, Whiteford (1953)	Sep.19, 1973
	33-6	Murray, Annie	May 14, 1964
	33-7	Neville, Ernest William (1963)	1975
	33-8	Oates, Albert Edward (1958)	Jun.14, 1959
	33-9	Orr, Elizabeth <u>Queenie</u> (1967)	1975
	33-10	Parker, David Hutton (1969)	
	33-11	Paterson, Fanny	Jun.16, 1958
	33-12	Patterson, James	Apr.13, 1963
	33-13	Peacock, Herbert Arthur (1970)	Sep.11, 1971
	33-14	Pierce, Lorne Albert (1960)	Nov.27, 1961
	33-15	Portch, James Hanly Victor (1950)	Jan.21, 1956
	33-16	Pryne, Roy Albert (1953)	Nov.10, 1967
	33-17	Rabjohn, Arthur Richard	1956
	33-18	Richardson, William Harvey (1950)	Jul.28, 1957
	33-19	Rowlinson, Albert Edward (1955)	Jul.19, 1968
	33-20	Short, Raymond James	Sep.16, 1958
	34-1	Simpson, Agnes Margaret	Nov. 9, 1964
	34-2	Sinclair, John J.	Apr.10, 1967
	34-3	Slattery, Harold John	Aug.18, 1954
	34-4	Smith, Jessie Irving (1964)	Dec. 8, 1970
	34-5	Smith, Leslie William	Sep. 6, 1969
	34-6	Smith, Ossie	
	34-7	Smyth, James (1956)	
	34-8	Spence, William Thomas	Aug. 8, 1958
	34-9	Stanger, Fred (1966)	Sep.15, 1970
	34-10	Stewart, George Young	Jan.29, 1960
	34-11	Swan, Victor William (1958)	Jul.30, 1960

Acc No.	Box-File	Title	Date(s)
	34-12	Trayling, Frederick	1953
	34-13	Wallace, Archer (1954)	Jul.30, 1958
	34-14	Wataja, Milja (1958)	Nov. 7, 1965
	34-15	Waters, Frank Edwin	Apr.23, 1958
	34-16	Watson, Betty	Mar. 3, 1958
	34-17	Whitmore, James Henry (1961)	May 29, 1973
	34-18	Wickiam, John (1966)	Jun.24, 1973
	34-19	Wicks, Winnie Florence (1961)	Nov.15, 1966
	35-1	Wilkin, Jane Skee (left, 1959)	Apr.10, 1963
	35-2	Wilkinson, Charles Thomas	1958
	35-3	Williams, Annie <u>Helen</u> (1964)	Jul.13, 1974
	35-4	Wilson, Alexander James (1955)	Oct. 3, 1961
	35-5	Wilton, Olive May	Feb.20, 1963
	35-6	Woodard, James Henry (1965)	Jul.21, 1975
	35-7	Wishart, John	Dec.13, 1955
	35-8	Wraggett, David L. (left, 1961)	
	35-9	Assistant Controller	1966-1970
		Wilbur <u>Harvey</u> Tomlinson)	
		Includes position description.	

<b>83.061C</b>	1	A	1957
		Application for work	1951-1957
		Advertising	1956-1958
		Archives	1956-1957
		B	1957
		Baptist cooperation	1957
		Board of Trade	1956-1957
		Board of Publication	1957-1958
		Book Manufacturers Institute	1957
		C	1957
		Canadian Graphic Arts Association	1957
		Board of Christian Education	1956-1957
		Church and Church School Supplies	1956
		Church worship and ritual	1957
		Conferences and Presbyteries	1956-1957
		Council of Printing Industries	1957
		D	1957
		Donations	1956-1957
		Dept. of Christian Education Canadian Council of Churches	1957-1958
		Editorial	1957
		Editorial Dept.	1956-1957
		Educational Dept.	1954-1957
		English Speaking Union - National	1957
		English Speaking Union, Branches	1956
		English Speaking Union, Toronto	1957
		Factory	1957-1958
		Film and slide	1956-1957
		G	1954-1957
		H	1957
		Information and Stewardship, Board of	1956-1957

J	1956
K	1957
Kingsway-Lambton	1957-1958
L	1956-1957
M	1957
Maintenance Dept.	1957
Manuscripts	1957
Mc	1957
N	1957
National Council of Churches	1957
O	1955-1956
Observer	1957-1958
Office complaints	1956
Officers meetings	1956-1957
P	1956-1957
Personal	1956-1957
Preaching engagements	1956-1957
Protestant Church owned publishers	1957-1958
Q	1957
R	1957
Religious Education Press	1956
Retail Dept.	1957
S	1956-1957
Staff	1956-1957
Sunday School Publications	1956-1957
Sunday School in the Home - by Mail or Air	1957
T	1956-1957
Toronto Printing Pressmen and Assistants Union	1955-1957
Trade	1956-1957
W	1956-1957



<b>83.061C</b>	2	A general	1958
		Advertising	
		Application for work	1958
		B general	1958
		Baptist cooperation	1958
		Book Manufacturers Institute	1957
		Board of Publication	1950-1958
		C general	1958
		Canadian Graphic Arts Association	1958
		Board of Christian Education	1956
		Church and Church School Supplies	1957
		Conferences and Presbyteries	1958
		Council of Printing Industries	1958
		D	1958
		Donations	1958-1959
		Dept. of Christian Education Canadian Council	
		of Churches	1958
		Editorial	1958
		English Speaking Union - National	1958
		English Speaking Union, Toronto	1958
		F	1958
		Factory	1958
		Film and slide	1958
		General Council	1957-1958
		H	1958
		House Committee	1958
		Information and Stewardship, Board of	1958
		J	1958
		K	1958
		Kingsway-Lambton	1958
		L	1958

		M	1958
		Manuscript	1958
		Mc	1958
		N	1958
		National Council of Churches	1958
		O	1958
		Observer	1958
		Officers meetings	1958
		Pensions	1958
		Personal	1958
		Preaching engagements	1958
		Protestant Church owned publishers	1958
		R	1958
		Retail	1958
		Retail Dept.	1958
		S	1958
		Staff	1958
		Sunday School Publications	1958
		Sunday School in the Home - by Mail or Air	1958
		T	1958
		Trade	1958
		V	1958
		W	1958
		World Council of Christian Education and Sunday School Association	1958
83.061C	3	A	1959
		Advertising	1959
		Applications for work	1959
		Archives	1959
		B	1959
		Baptist cooperation	1959

Board of Trade/Book Publishers Association	1959
Book Manufacturers Institute	1959
Board of Publication	1959
Canadian Graphic Arts Association	1959
Board of Christian Education	1959
Church worship and ritual	1959
Conference and presbyteries	1959
Council of Printing Industries	1959
D	1959
Dept. of Christian Education	1959
Editorial	1959
Education Dept.	1959
English Speaking Union	1959
F	1959
Factory	1959
Film and slide	1959
G	1959
General Council	1959
H	1959
Information and Stewardship, Board of	1959
K	1959
Kingsway-Lambton	1959
L	1959
Manuscript	1959
N	1959
National Council of Churches of Christ in the United States of America	1959
Observer	1959
Pensions	1959
Preaching engagements	1959
Protestant Church owned publishers	1959

		R	1959
		Retail Dept.	1959
		S	1959
		Staff	1959
		Sunday School publications	1959
		T	1959
		Toronto Printing Pressman and Assistants Union	1959
		U	1959
		V	1959
		W	1959
83.061C	4	English Speaking Union	1960
		Conferences and presbyteries	1960
		Campaign file	1960
		Council of Printing Industries	1960
		Educational	1953-1960
		Board of Publication	1960
		C general	1960
		Canadian Graphic Arts Association	1960
		Board of Christian Education	1960
		British contacts	1960
		Archives	1960
		Baptist cooperation	1960
		Board of Trade	1960
		Book Manufacturers Institute	1960
		Book Publishers Association	1960
		Dept. of Christian Education	1960
		Donations	1960
		D	1960
		E	1960
		Editorial	1960

F	1960
Factory	1960
Film and slide	1960
G general	1960
General Council	1960
H general	1960
House Committee	1960
I general	1960
Information and Stewardship, Board of	1960
J general	1960
K general	1960
Kingsway-Lambton	1960
L general	1960
Library Department	1960
M general	1960
Manuscripts	1960
N general	1960
National Council of Churches of the United States of America	1960
O general	1960
Office complaints	1960
Officers meetings	1960
P general	1960
Pensions	1960
Preaching engagements	1960
Protestant Church owned publishers	1960
R general	1960
Religious education press	1960
Retail dept.	1960
Revised Standard Version of the Bible	1960
S general	1960
Staff	1960

		Sunday School in the Home	1960
		T general	1960
		U general	1960
		V general	1960
		W general	1960
83.061C	5	A	1961
		Archives	1961
		Book Manufacturers Institute	1961
		Book Publishers Association	1961
		C	1961
		Book Publishers Association - Trade Division	1961
		Board of Christian Education	1961
		Conferences and presbyteries	1961
		Council of Printing Industries	1961
		D	1961
		Donations	1961
		Graphic Arts Industries	1961
		H	1961
		F	1961
		Factory	1961
		G	1961
		General Council	1961
		Information and Stewardship	1961
		K	1961
		Kingsway-Lambton	1961
		M	1961
		Mc	1961
		N	1961
		National Council of Churches	1961
		O	1961

		Office complaints	1961
		P general	1961
		Personal	1961
		Preaching engagements	1961
83.061C	6	A	1962
		Applications for work	1961-1962
		Archives	1962
		B	1961-1962
		Baptist cooperation	1960-1962
		Book Manufacturers Institute	1962
		Book Publishers	1962
		British contacts	1962
		C	1962
		Canadian Council of Churches	1962
		Dept. of Christian Education	1962
		Council of Printing Industries	1962
		D	1962
		D.C.E. Canadian Council of Churches	1962
		E	1962
		English Speaking Union - National Committee	1962
		English Speaking Union - Toronto Branch	1962
		General Council	1962
		G.A.I.A.	1962
		Observer	1962
		Observer advertising	1962
		Office complaints	1962
		P general	1962
		Protestant Church owned publishers	1962
		Retail	1962
		W	1962
83.061C	7	A	1962-1963

Application for work	1962-1963
Archives	1963
B general	1963
Baptist cooperation	1963
Book Manufacturers Institute	1963
Book Publishers Association	1963
Canadian Council of Churches	1963
Canadian Book Publishers Council	1963
Board of Christian Education	1963
Conferences and Presbyteries	1963
Council of Printing Industries	1963
D	1963
D.C.E. Canadian Council of Churches	1963
Editor	1963
Educational Dept.	1963
Council of Printing Industries	1963
Book Manufacturers Institute	1963
F general	1963
General Council	1963
H general	1963
J general	1963
K general	1963
L general	1963
Mc general	1963
National Council of Churches	1963
O general	1963
Officers meetings	1963
S general	1963
Sunday School Publications	1963