Canadian Federation of University Women – St. Catharines fonds
1921 - 2016

RG 455
Brock University Archives

Creator: Canadian Federation of University Women (CFUW) - St. Catharines

Extent: 2.5 metres textual records (9 boxes)
Ca. 960 photographs (1 box)
44 negatives
6 CDs
3 floppy disks
2 plaques
1 audio cassette tape
1 DVD
1 USB flash drive

Abstract: This archive contains materials relating to the Canadian Federation of
University Women - St. Catharines.

Materials: Administrative records (constitution, minutes, financial statements,
membership lists), newsletters, interest groups, projects, briefs, conference
proceedings, books, photographs, plaques.

Processed by: Archives Committee, Canadian Federation of University Women,
St. Catharines

Last updated: November 2016

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Preferred Citation: RG 455 Canadian Federation of University Women - St. Catharines fonds,
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Acquisition Info: Donated by Judy Sewell on behalf of the University Women’s Club of St.
Catharines* to Brock University Archivist John Burtniak, April 1997.
[*Canadian Federation of University Women - St. Catharines]
History: The University Women’s Club of St. Catharines was founded in 1921, two years after the formation of its national affiliate, the Canadian Federation of University Women. Membership was limited to women with university degrees. In early 2000 the constitution was expanded to include professions that now require university or college degrees. Associate members (non-voting) and student members were also accepted in 2007 by our local club. The purposes of the club are to assist in maintaining high standards of education in Canada, to stimulate members’ interest and participation in public affairs, to provide an opportunity for collective action, and to facilitate intellectual and social pursuits among members. The club takes an active interest in the status of women, provides scholarships at the university and high school levels, encourages reading in the formative years, makes charitable donations to support women and children’s services. In 1988 our club changed its name to Canadian Federation of University Women – St. Catharines at the direction of the National Office of CFUW.

Scope and Content: The collection is organized into five series: Administrative Records; Club Activities; Publications; Audio and Visual material; Ephemera. Within each series, the files are arranged in chronological order, most recent materials first. Several files have an itemized list of documents inside the file cover.

Series I, Administrative Records, 1921-2016

Sub-series A: Biographies contain newspaper clippings and obituaries of members over the years, arranged alphabetically.

Sub-series B: Club Organization: files explain the establishment, Charter Members, bylaws and organization of the CFUW-St. Catharines (formerly University Women’s Club).

Sub-series C: Financial records, budgets approved at the general annual meeting.

Sub-series D: Minutes from the General and Executive meetings.


Sub-series F: Charitable Fund and Scholarships & Donations files describe the Charitable Fund, its history, registration as a charitable entity, constitution, financial records and meeting minutes. Scholarships and Donations contain lists of recipients as well as materials showing the development of the scholarship program and lists of donations to community organizations.

Sub-series G: Endowment & Bequests contains the initiative to establish a club endowment fund and the acceptance policy approved by the club in 2011.
**Series II, Club Activities, 1921-2011**

*Sub-series A:* Interest Groups file contains list of interest groups, current and past; some historical background provided.

*Sub-series B: Projects* include descriptive materials about short and long-term projects initiated, e.g. Adopt a Road, House Tour, Gift of Reading. **Events** include special club anniversaries, briefs, seminars, workshops and hosting the CFUW Ontario Council. **Awards** include club recognition, citations, letters of appreciation. *(See also Series V, Sub-series B)*

**Series III, Publications, 1921-2016**

*Sub-series A:* Annual Reports from the club to Ontario Council and National Office; annual reports from President, Committee Chairs.

*Sub-series B:* Newsletters sent to members, 1955-2016.

*Sub-series C:* Booklets authored by CFUW members.

*Sub-series D:* Calendars produced by the CFUW.

*Sub-series E:* Monographs authored by CFUW members.

**Series IV, Audio & Visual material, 1921-2011**

*Sub-series A:* Photographs include pictures from general meetings, executive committee meetings, interest groups, annual dinners.

*Sub-series B:* Compact disks & audio cassette tapes include three CDs and one DVD of club photographs; three CDs of other material, and a cassette tape of the AGM 1995 keynote speaker.

**Series V, Ephemera, 1921-2011**

*Sub-series A:* Club Banner contains the history and photographs of the two club banners 1985 and 1999.

*Sub-series B:* Club Recognition contains awards, certificates and citations recognizing the club for its contributions. [List in box # 7]

*Sub-series C:* Sketch “Lady Laura” pen and ink drawing by Nancy MacIntosh for the 75th Anniversary (1996). Signed by every member of the club that year. *(See Oversize Box)*
Organization:

The records are arranged into five series:

Series I, Administrative Records, 1921-2016
  Sub-series A: Biographies
  Sub-series B: Club Organization
  Sub-series C: Financial
  Sub-series D: Meeting Minutes
  Sub-series E: Membership, 1955-2011
  Sub-series F: Charitable Fund, 1997-2011; Scholarships & Donations, 1921-1996
  Sub-series G: Endowment & Bequests, 2009-2011

Series II, Club Activities, 1921 - 2011
  Sub-series A: Interest Groups
  Sub-series B: Projects, Events and Awards

  Sub-series A: Annual Reports
  Sub-series B: Newsletters
  Sub-series C: Booklets
  Sub-series D: Calendars
  Sub-series E: Monographs
  Sub-series F: Club Histories

Series IV, Audio & Visual Material, 1921-2012
  Sub-series A: Photographs
  Sub-series B: Compact disks & cassette tapes

Series V, Ephemera, 1921-2011
  Sub-series A: Club Banner
  Sub-series B: Club Recognition
  Sub-series C: Sketch “Lady Laura”

Inventory:

Series I. Administrative, 1921-2016

Sub-series A. Biographies, 1921-2013

1.1 Biographies – Obituaries
1.2 Biographies “A” – Abbey, Atkinson
1.3 Biographies “B” – Barnet, Bates, Bell, Black, Blenkhorn, Bondarchuk, Boudreau (see also oversize box), Boyd, Brown, H.B., Brown, H., Burgess, Burman
1.4 Biographies “C” – Cairns, Cambray, Cavers, Cross
1.5 Biographies “D” – Daniels, Davidson, DeJonghe, Denby, Donevan, Donohue, Drake, Dunbar
1.6 Biographies “E” – Evans
1.7 Biographies “F” – Finley, Forsey (see also oversize box), Foss
1.8 Biographies “G” – Gibson, Gillies, Gordon, Grant, Greenwood
1.9 Biographies “H” – Hale, Hamilton, Hatch, Hayden, Herman, Hughes, Hutchinson, Hunt
1.10 Biographies “I” – Iannizzi
1.11 Biographies “J”
1.12 Biographies “K” – Kellam, Kennedy, Kerwin, Kesselman-Hardy, Kuchard
1.13 Biographies “L” – Lancaster, Legg, Lennox, Little, Loat
1.14 Biographies “M” – Martin, Matheson, McLeary, Meikle, Merideth, Milner, Moller, Munro
1.15 Biographies “N” – Newman, Nolan
1.16 Biographies “O” – Olesky
1.17 Biographies “P” – Peterson, Petryna, Pintwala, Porteous, Pothier, Potter
1.18 Biographies “R” – Richardson, G., Richardson, M.F., Robinson, Ross
1.19 Biographies “S” – Sabia, Sadler, Shannon, Silver, Sinclair, Stirling, Snead
1.20 Biography “S” – Sabia
1.21 Biography “S” – Shaw (see also oversize box)
1.22 Biographies “T” – Taylor, A., Taylor, D, Tyson
1.23 Biographies “V” – Vigneux, Veale
1.24 Biography “W” – Walker

Sub-series B. Club Organization, 1921-2013

1.26 Club Charter and Charter Members, 1921; Remarks by Eleanor Shaw, at the 75th anniversary, 1996
1.29 Past Presidents’ Questionnaire, Administration, 2000-2011
1.30 Past Presidents’ Questionnaire, Summaries, 2000
1.31 President’s Handbook, Ontario Council, 1997, 2002 (current President’s house)
1.32 Public Relations & Marketing, 1979

Sub-series C. Financial, 1921-2015

Charitable Fund, see Sub-series F

1.35 Financial Statements, 1973-1979
1.36 Financial Statements, 1980-1989
1.37 Financial Statements, 1990-1999
1.38 Financial Statements, 2000-2013
9.10 Financial Statements, 2015
1.40 Ledger Book (green), May 1982-Jan 1989

Sub-series D. Meeting Minutes, 1921-2016

1.41 Archives Committee Minutes, 1996- 2004
1.42 Archives Committee Minutes, 2005-2009
9.3 Archives Committee Minutes, 2013-2016
1.43 Archives Committee Procedures [AAO, acquisition policies, retrieval, Archives Handbook, ARCHEON]
1.44 Executive Committee – Job Descriptions, 1992-2010
1.45 Executive Committee – List of Officers, 1979-2013
1.46 Executive Committee – Minutes – Minutes Book 1952-1954
1.47 Executive Committee – Minutes – Minutes Book 1957-1965
1.48 Executive Committee – Minutes – Minutes Book 1966-1971
1.49 Executive Committee – Minutes – 1971-1979
1.50 Executive Committee – Minutes – 1980-1985
1.51 Executive Committee – Minutes – 1985-1989
1.52 Executive Committee – Minutes – 1990-1994
2.1 Executive Committee – Minutes – 1994-1999
2.2 Executive Committee – Minutes – 2000-2004
2.3 Executive Committee – Minutes – 2005-2010
9.8 Executive Committee—Minutes, 2015-2016
2.4 General Meeting – Club Bulletin, 2009-2013
9.7 General Meeting—Club Bulletin, 2015-2016
2.5 General Meeting – Minutes, 1921-1929
2.6 General Meeting – Minutes, 1929-1941
2.7 General Meeting – Minutes, 1941-1951
2.8 General Meeting – Minutes, 1952-1959
2.9 General Meeting – Minutes, 1959-1966
2.10 General Meeting – Minutes, 1966-1971
2.11 General Meeting – Minutes, 1971-1985
2.12 General Meeting – Minutes, 1980-1984
2.13 General Meeting – Minutes, 1985-1989
2.14 General Meeting – Minutes, 1990-1995
2.15 General Meeting – Minutes, 1996-1999
2.16 General Meeting – Minutes, 2000-2004
2.17 General Meeting – Minutes, 2005-2013
9.6 General Meeting—Minutes, 2015-2016
2.18 General Meetings – Scrapbook (copy), 1956-1977

Sub-series E. Membership, 1955-2016

3.1 Annual Membership List – 1955-1970
3.2 Annual Membership List – 1971-1979
3.3 Annual Membership List – 1980-1989
3.4 Annual Membership List – 1990-1999
3.5 Annual Membership List – 2000-2011
3.7 Application Cards, 1958-1987 (See card file in BOX #3). Includes 3 floppy disks.
3.10 Membership Chair’s Handbook, 2002 (Current handbook kept at Membership Chair’s house); Membership Kit – Procedures, 1985-1986, 2007
3.11 Members registration form/biographical information, 2003-2005
3.12 Study: “Focus on our Future,” 2008-09

Sub-series F. Charitable Fund, 1997-2013; Scholarships & Donations, 1926-2016

4.1 Charitable Fund, Constitution, history, registration, 1996-2013
4.2 Charitable Fund, Financial Reports, 1997-2012
9.9 Charitable Fund, Financial Reports, 2015-2016
4.3 Charitable Fund, Minutes, 1997-2011
4.5 Scholarships & Donations – History, 1953-2009
4.6 Scholarships & Donations – Recipients, 1926-2012
9.4 Scholarships & Donations—Recipients, 2013

See also Annual Reports – Committee Chairs (box 5, folder 15)

Sub-series G. Endowment & Bequests, 2009-2011

Series II. Club Activities, 1921-2011

Sub-series A. Interest Groups, 1937-2011

4.8 Annual Program brochure, 1969-2013
4.9 Antiques, 1981-1985
4.10 Art Appreciation, 2005-2007
4.11 Book Clubs: Book Commentaries; English Literature & Book Reviews; Evening Book Clubs; First Wednesday Book Club; Great Books, 1977; Revolving Books, 1981-2011
4.14 Education, 1955-2013
4.15 Environment, 1998-2001
4.16 General: Dining Out, French Conversation, Garden Club, Golf, Lunch Bunch, Music Group, SAW (Speaking, Advocating, Writing), Ski Group, Theatre, Travel Club, Walk & Talk, Wine Appreciation
4.17 Gourmet groups, 1972-2007
4.18 Host Family, 1981-c.1996

Sub-series B. Projects, Events and Awards, 1947-2013

4.22 Adopt-a-Road, 1997 – 2010
4.23 All Candidates Local Debate, 2007
4.24 Anniversaries – Fiftieth, 1971
4.25 Anniversaries – Sixtieth, 1981
4.26 Anniversaries – Seventy-Fifth, 1996 (see also oversize box)
4.27 Anniversaries – Eightieth, 2001
4.28 Anniversaries – Eighty-Fifth, 2006
4.29 Anniversaries – Ninetieth, 2011
4.30 “Breaking Bread” for Afghan Women and Teachers, 2003
4.33 Citizens’ Environmental Watch (See Series II, Sub-series A, Interest Groups – Environment)
4.34 City Centennial, 1976 (see also oversize box)
4.35 CFUW Crested Items, 1983-2010, (See also Series I, Sub-series C, Fund-raising)
4.36 Fall Garden Tour, 1998
4.37 Gift of Reading, 1996-2012 (See also oversize box)
4.39 Gifts to the Community [Brock University, Painting by Ian Henderson, 1967; City of St. Catharines; St. Catharines Public Library, grand piano, 1976-77; St. Catharines Public Library, Large Print Books, 1985; Niagara College, Wetlands Trail signage, 1997]
4.40 House Tour, 1973-1989, (See also: Series IV, Sub-series A)
4.41 House Tour, 1990-1999 (See also oversize box)
4.42 House Tour, 2000-2011 (See also oversize box)
4.43 Letters of Significance, (See also: CFUW Club Recognition)
4.44 Millennium year, Calendar, “Carnival of Tales”, Tribute to Women sculpture, 1999-2000
4.48 Ontario Council, Annual General Meeting, “Creating Inclusive Communities”, St. Catharines, Host, 2010 (See also: Series IV, Sub-series B: “LAC May 2010” (CD) [LAC=Local Area Council]
4.49 Ontario Council, First Provincial meeting, St. Catharines, host, 1979
4.50 Ontario Council, Spring Gathering, St. Catharines, host, 1986, 2002
4.51 Program Committee – Annual Dinners & Programs, 1947-2012
5.1 Program Committee – Speakers, Media Reports, 1958-2004
5.2 Program Committee – Speakers & Biographies, 1957-2007
5.3 Program – President’s Remarks, 1981-1997
5.4 Programs – 1955-1959
5.5 Programs – 1960-1969
5.6 Programs – 1970-1979
5.7 Programs – 1980-2013
5.8 Red Cross Blood Donor Clinic, 1997-2001
5.9 Seminars/Panel Discussions/Workshops, 1977-1985 (List of items inside file folder)
5.10 Social Committee: New Members’ Tea, 1954-2010; Seniors & Past Presidents’ Reception, 1988-2012; September wine and cheese party.
5.11 Welland Canal Historic Plaque, Lock One, 1981


Sub-series A. Annual Reports, 1958-2016

5.12 Annual Reports: Ontario Council includes Annual General Meeting (AGM) 1987, 1995
5.15 Annual Reports: Committee chairs, 1988-2011
9.13 Annual Reports: Committee chairs, 2015-2016
5.16 Annual Reports: President, May 1958-2012

**Sub-series B. Newsletters, 1955-2016**

5.17 Newsletters: 1955-1969
5.18 Newsletters: 1970-1979
5.19 Newsletters: 1980-1985
5.20 Newsletters: 1986-1989
5.21 Newsletters: 1990-1994
5.22 Newsletters: 1995-1999
5.23 Newsletters: 2000-2004
5.25 Newsletters: 2008-2013

**Sub-series C. Booklets, 1982-2006**

5.26 Archives Handbook, 1999; Careers, 1982; 75th Anniversary booklet; CFUW-St. Catharines 85th Anniversary (Olesky, Doris, Judy Sewell and Pat Waters, December 2006)

**Sub-series D. Calendars, 1979-2000**

Note: All of the items in this Sub-series are found in Box 6.


CFUW. “Sixty Years of CFUW: Calendar, 1980”, April, 1979. Copy 1, copy 2. *60th Anniversary of the National organization, 1919-1979*


**Sub-series E. Monographs authored by CFUW members, 1966-2011**

Note: All of the items in this Sub-series are found in Box 6.

Catharines Centennial, 1976. Includes biographies of six CFUW-St. Catharines club members:
Helen Beall Brown, p. 97
June Munro, p. 75
Eleanor Lancaster, p. 59
Laura Sabia, p. 57
Eleanor Shaw, p. 120


Innis, Mary Quayle, editor. The Clear Spirit, Twenty Canadian Women and Their Times. Toronto, University of Toronto Press, 1966. CFUW National’s project for Canada’s Centennial. A commemorative anthology written by 15 authors. Mary Quayle Innis, a distinguished author, wrote the forward and edited the volume.


Legg, Barbara, “Fred’s Friends”, unpublished manuscript, [printed in 2011]


Tutecky, Helen (Sister Caudia Helen Popowich SSMI). To Serve is To Love: The Canadian Story of the Sister Servants of Mary Immaculate. Toronto, 1971. Club member, Helen Tutecky, describes her journey as a sister in the SSMI order, designated for daughters of Ukrainian immigrants. She left the order in 1971 after 28 years. Helen taught English and in 1975 she married John Tutecky.


Ontario Curriculum RP-56 for Grade 12 Home Economics course of study.

Women Today Action Group, University Women’s Club of St. Catharines. “Project-Pension Aware”, May 1983. Karen Kraft Sloan, Curriculum Designer. Project funded by the Secretary of State. Ann Dunbar was hired to deliver the curriculum to local groups. A course of study for women, understanding financial management.

Sub-series F: Club Histories, 2014

9.5 Bibliography, 2014

Series IV: Audio & Visual Material, 1921-2012

Sub-series A. Photographs, 1921-2011

Note: Includes three photo albums found in Box 8. One album features June Edith Munro and the other two albums contain assorted club photographs.

7.1 Biographies (Related: Series I, Sub-series A, Biographies)
7.2 Fundraising: Silent Auction, Book-O-Rama, Garden Tea (Related: Series I, Sub-series C, Finances)
7.3 Archives Committee 1998, 2000 (Related: Box 1, Folders 41-42)
7.4 Executive Meetings, 1983-1989 (Related: Box 1, Folders 44-52, Box 2, Folders 1-3)
7.5 Executive Meetings, 1985-1999 (Related: Box 1, Folders 44-52, Box 2, Folders 1-3)
7.7 Members of Long Standing, 1996 (Related: Box 3, Folder 9)
7.8 Interest Groups: Ski Group, Evening Book Club, Gainsborough Gourmet, Gourmet Groups, Child Studies, Book Commentaries, Tuesday Tycoons, Jaunters, Art Appreciation, 1985-2008 (Related: Box 4, Folders 9-21)
7.9 Jaunters, 1997-2008 (Related: Box 4, Folder 20)
7.10 Projects, Events & Awards: Panel Discussion, Ms. Math, Adopt-a-Road, Fall Garden Tour, Wreath Laying, Citizen Environment Watch (Related: Box 4.22-5.10)
7.11 Anniversaries, 1971-1996 (Related: Box 4, Folders 24-29)
7.12 Gift of Reading, 2003-2005 (Related: Box 4, Folder 37)
7.13 Millennium Year / Tribute to Women, 1999-2000 (Related: Box 4, Folder 44)
7.14 Program Committee Annual Dinners, 1964-2004 (Related: Box 4, Folder 51)
7.15 Program Committee Speakers and Biographies (Related: Box 5, Folder 2)
7.16 Scholarships and Donations, 1989-2007 (Related: Box 4, Folders 4-6)
7.17 Social Committee New Members / Seniors / Past Presidents Tea, 1984-2008 (Related: Box 5, Folder 10)
7.18 Welland Canal Historic Plaque, 1981 (Related: Box 5, Folder 11)
7.19 Ephemera: House Tour Photos, 1921-2011. Also includes some drawings.
7.20 June Bates painting (on loan to YWCA of Niagara)
7.21 Photographs—assorted.
7.22 Photo collection and metadata – USB flash drive
Sub-series B. Compact disks and cassette tapes, 1995-2012

7.23 Club photographs, CD, 85th Anniversary, 2006
7.23 CFUW Banner, CD, 85th Anniversary, 2006
7.24 Club photographs, CD, 2009-2010
7.25 Club photographs, CD, Jaunters trip to Toronto Island, April 15, 2010
7.27 Club photographs, DVD, Slideshow for Spring Fling Dinner, May 8, 2012
7.28 AGM keynote speaker, 1995, cassette tape
7.28 Club document, CD, 2008-09, 2009-10, LAC 2010

Series V. Ephemera 1921-2011

Sub-series A. Club Banner


Sub-series B. Club Recognition

Note: Plaques and framed certificates are found in Box 8.

7.30 Inventory of awards, certificates and citations.
7.31 Advocacy Awards, CFUW Ontario Council
7.32 Certificates (See also oversize box)
7.33 Citation celebrating 10 years of the Gift of Reading program, December 2005.
7.34 Letters of appreciation (See also oversize box)
7.35 Display material
7.36 Newspaper clippings, 1958-1987. Original scrapbook containing these news clippings also found in Box 7.
7.37 Newspaper clippings, undated. Original scrapbook containing these news clippings also found in Box 7.

Sub-series C. Sketch “Lady Laura” [Also a framed & signed sketch. Stands against the wall in stacks.]

Oversize Box:
• Newspaper article: Lorraine Forsey, St. Catharines Standard, March 11, 2000
• Accessibility Poster, Beverly Boudreau, Brock University, 2006
• Photocopy of the Lady Laura poster, 75th Anniversary, 1996
• List of signatures for the Lady Laura poster
• Original artwork—Lady Laura poster
• Thank you notes from Memorial School re: Gift of Reading
• Certificate of Appreciation “Centennial Year”, 1976
• House Tour poster, 1999 (2 copies)
• Scrapbook—Club activities, 1958-1977 (copy located in box 2, folder 18)
• Millennium Calendar layout/proofs, 1999, and a copy of calendar
• Eleanor Shaw photo story, 6 pages
• Five sketches of homes featured in the 26th Annual House Tour, May 7, 2000

Document box: contains original completed Past Presidents’ Questionnaires. Restricted access until 2025.

Subject Access:
650 Canadian Federation of University Women. St. Catharines – History. Former name, University Women’s Club, prior to 1988
650 Women college graduates -- Ontario -- St. Catharines -- Societies
650 Women -- Ontario -- St. Catharines -- Societies and clubs