

Volunteer Associates Fonds

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Volunteer Associates Fonds

Table of Contents

Fonds Level Description	1-2
Series Level Descriptions	
1. Source books by Kathie Road	3
2. Membership	4
3. Publications and reports	5
4. Committees and minutes	6
5. Correspondence and memos	7
6. Education and training	8
7. Annual reports	9
8. Photographs	10
9. History	11
10. Hours and attendance	12
Series Box/File List	13-24
Box List	25-31

Volunteer Associates fonds

Dates of creation:

1970-2006.

Physical extent:

1.76 m of textual material. – ca. 290 photographs : prints. – 65 photographs : negatives. – 184 photographs : slides. – 1 audio cassette.

Administrative history:

On March 15, 1976, a steering committee was formed to create a volunteer program at the Museum of Anthropology. Sixteen volunteers made up the organizing committee. In April of that year, 34 interested volunteers took part in a general meeting, and the steering committee served as the executive for the following year. Because of the Museum of Anthropology's relocation from the library's north wing to its present location, the steering committee was initially primarily concerned with tasks related to the official opening ceremonies for the new museum in May of 1976. In 1977, the official policy for the Volunteer Associates was put in place.

The purpose of the Volunteer Associates is to provide assistance and services to the Museum of Anthropology and members of the public, and to provide a fulfilling experience for the volunteers. The Volunteer Associates are a self-administered organization with an executive committee working closely with the director and staff members. The organization is made up of committees, and members' work with the head of their committee who in turn coordinates activities with a staff member. Committees include Archaeology, Collections and Conservation, Education, Lobby Information, and Library. Public Program volunteers on certain committees offer school programs, deliver gallery tours, and staff the Information Desk. Volunteers are trained generally and within their committee areas, and must also take two or three relevant UBC Anthropology courses.

Scope and content:

The fonds consists of the following series:

- | | | |
|-----|-----------------------------|-----------|
| 1. | Source books by Kathie Road | 1970-1992 |
| 2. | Membership | 1976-1996 |
| 3. | Publications and reports | 1976-2001 |
| 4. | Committees and minutes | 1976-1999 |
| 5. | Correspondence and memos | 1975-2005 |
| 6. | Education and training | 1976-2001 |
| 7. | Annual reports | 1976-1999 |
| 8. | Photographs | 1979-1982 |
| 9. | History | 1975-2006 |
| 10. | Hours and attendance | 1976-1999 |

Notes:

Source of supplied title proper: The title is based on the creator of the records.

Accompanying material: Audio tapes that are a part of the volunteer associates fonds are housed with the MOA series of the audio records.

Restrictions on access: Access to some files is restricted. Consult archivist.

Finding aids: Box/file list is available.

Accruals: Further accruals are expected.

Related groups of records in other locations: Records pertaining to the Volunteer Associates can be located in the following fonds: Public Relations and Communications Office fonds, series 7; Madeline Bronsdon Rowan fonds, series 6; and Margaret Stott fonds, series 3; MOA Public Programming, Events Photographs – MOA Personalities.

Series 1: Source books by Kathie Road

Dates of creation:

1970-1992 (predominately 1989-1991)

Physical extent:

34 cm of textual material. – ca. 200 photographs : prints. – 30 photographs : negatives

Scope and content:

Consists of source books compiled by Kathie Road. Includes material relating to the Sea Lion House, the Kwakiutl, the Kwakwaka'wakw, Ninstints, the Haida, maps, totem poles, the Salish, and Joan Goodall.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Restrictions to access: Some restrictions apply, consult archivist.

Series 2: Membership

Dates of creation:

1976-1996

Physical extent:

0.5 cm of textual material

Scope and content:

Consists of material relating to members of the Volunteer Associates. Includes volunteers' evaluations of various features of the museum.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Restrictions to access: Some restrictions apply, consult archivist.

Series 3: Publications and reports

Dates of creation:

1976-2001

Physical extent:

4 cm of textual material

Scope and content:

Consists of publications and reports by Volunteer Associates. Includes publications by volunteers, such as *From Boredom to Burnout* by Lois McConkey, as well as publicity about the museum and its volunteers, and reports made by volunteer committees to various groups in the museum.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Restrictions to access: Some restrictions apply, consult archivist.

Series 4: Committees and minutes

Dates of creation:

1976-1999

Physical extent:

28 cm of textual material

Scope and content:

Consists of executive and general meeting minutes of the Volunteer Associates, as well as photocopies of minutes of MOA staff meetings. Also includes activities and reports of various VA committees.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Series 5: Correspondence and memos

Dates of creation:

1975-2005

Physical extent:

8 cm of textual material

Scope and content:

Series consists of memoranda between museum staff and Volunteer Associates, and external correspondence between the Volunteer Associates and outside agencies and individuals.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Series 6: Education and training

Dates of creation:

1976-2001

Physical extent:

5.5 cm of textual material. – 184 photographs : colour slides

Scope and content:

Consists of records that relate to the academic and training requirements and opportunities available to the Volunteer Associates. There are also minutes, correspondence and memos relating to Education Committee activities.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Series 7: Annual reports

Dates of creation:

1976-1999

Physical extent:

14 cm of textual material

Scope and content:

Consists of annual reports of Volunteer Associates committees as well the 1988 annual report of the Museum of Anthropology.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Series 8: Photographs

Dates of creation:

1979-1982

Physical extent:

ca. 90 photographs : b&w and colour prints and 35 photographs : b&w and colour negatives.

Scope and content:

Consists of photographs depicting volunteers working on various committees, a trip to B.C.M.A., and special events that the volunteers participated and assisted in.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Series 9: History

Dates of creation:

1975-2006

Physical extent:

1.9 cm of textual material. – 1 audio cassette

Scope and content:

Consists of material relating to the history and development of the Volunteer Associates and the Museum of Anthropology.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Restrictions on access: Some of the files are restricted, consult archivist.

Series 10: Hours and attendance

Dates of creation:

1976-1999

Physical extent:

17 cm of textual material

Scope and content:

Consists of time cards, ledgers, notebooks, and files that record the time and attendance of individual volunteers. Also consists of tabulations of time contributed by particular committees.

Notes:

Source of supplied title proper: Title based on the contents of the records.

Series Box/File List

Series 1: Source books by Kathie Road

Box	File	Title	Date(s)
1	1	Quatsino: research source books	1990
1	2	Sea Lion House manuscript copy (1)	Sep. 1991
1	3	Sea Lion (Klix'keu) House research: general notes and whaling research of Coal Harbour	1990
1	4	Sea Lion House research (Malin file)	[1989?]
1	5	Band administration offices	[198-?]
1	6	Sea Lion House research - Numaym description and descent: notes and Xeroxed article from Duff	[198-?]
1	7	Sea Lion House research: including rough drafts	[198-?]
1	8	Sea Lion House research: bibliography	[198-?]
1	9	Sea Lion House research: Xeroxes - Boas, Codere Dept. of Indian Affairs	1989
1	10	Sea Lion House: memorandum	1991
1	11	Sea Lion House manuscript copy Ames edited and parts rewritten	1991
1	12	Sea Lion House: tape - notes from tape made with Malin	1989
1	13	Quatsino correspondence	1990-1991
1	14	Kwakiutl Pole A50027	[198-?]
1	15	Kwakwaka'wakw and project notes	[198-?]
1	16	Ninstints interview (Hawthorn)	1992
1	17	Ninstints II: interview (Kew)	1990
1	18	Ninstints research (Early Notes)	[198-?]
1	19	Ninstints: research	[198-?]
1	20	Gitksan Pole (Tsimshian) A50019	[198-?]
1	21	Skimsim Willadough: copy March 1992	1992
2	1	A50019 Databook	1990-1991
2	2	Skimsim Willadough: correspondence	1991
2	3	Nass Pole	1991
2	4	Nass: correspondence	1991
2	5	Haida Pole (Tanoo) A5000 abcd	[198-?]
2	6	Haida House Frontal Pole (Skedans) A50001	[198-?]
2	7	Haida: Representation Poles Skedans A50002 a,b,c	[198-?]
2	8	Haida: Representation Poles Skedans A50002 a,b,c	[198-?]
2	9	Ninstints	[198-?]
2	10	Ninstints source books - early copies	[198-?]
2	11	1981 Goodall Project on Anthony Island	1981
2	12	Ninstints: early copy source books	1989
2	13	Ninstints: correspondence	1990-1992
2	14	Ninstints: 1st display copy	[199-?]
2	15	Ninstints: graphics	1990-1991
2	16	Ninstints: early copy	[199-?]

Series 1: Source books by Kathie Road cont'd

Box	File	Title	Date(s)
2	17	Ninstints: research	1992
2	18	to file [copies of Haida Gwaii photographs]	[198-?]
2	19	Pole Program	[199-?]
2	20	Pole Program: volunteer	1991
3	1	Bibliographies	[198-?]
3	2	Native Bands - addresses etc.	[198-?]
3	3	Maps	1990
3	4	Letter for copyright (maps and graphics) Ninstints	1990
3	5	Ninstints: House 8-18	[198-?]
3	6	House 6: Ninstints photos	[198-?]
3	7	House 7: Ninstints	[198-?]
3	8	Ninstints: House 8	[198-?]
3	9	House 9	[198-?]
3	10	Ninstints: House 10	[198-?]
3	11	House 11: Ninstints	[198-?]
3	12	House 12: Ninstints	[198-?]
3	13	House 13: Ninstints	[198-?]
3	14	House 14: Ninstints	[198-?]
3	15	House 15: Ninstints	[198-?]
3	16	House 16: Ninstints	[198-?]
3	17	House 17: Ninstints	[198-?]
3	18	House 17	[198-?]
3	19	House 18	[198-?]
3	20	[Ninstints setting up X-ray equip.]	[198-?]
3	21	Ninstints: research articles	1970, [1981?]
3	22	Anthony Island print	[198-?]
3	23	Kitwancool notes - Duff files	[198-?]
3	24	Tanoo Grizzly Bear Pole	[198-?]
3	25	A50006 Owkeno	[198-?]
3	26	Eagle Halibut Pole A50020	[198-?]
3	27	A50007 Kwakiutl Hope Island	[198-?]
3	28	A50008 a,b,c	[198-?]
3	29	A50010 a,b,c,d Kwak. Gilford Island	[198-?]
3	30	A50038	[198-?]
3	31	A50003 Salish	[198-?]
4	1	A 50027 Fort Rupert	[198-?]
4	2	Kwak. A50037 Alert Bay	[198-?]
4	3	[Photos of Poles at Haida Gwaii]	[198-?]
4	4	[Photos of Poles at Haida Gwaii]	[198-?]
4	5	Joan Goodall - Ninstints project/ identification	[1981?]

Series 2: Membership

Box	File	Title	Date(s)
8	15	Volunteer impression sheets	1976-1980
8	17	VA's evaluations	1986
10	7	VA - New members file	1983-1996

Series 3: Publications and reports

Box	File	Title	Date(s)
7	6	Analysis of bookings for educational programmes	1988
8	3	Muse news	1984-1988
8	10	Press clippings	1976-1977
8	12	Report on an experiment in visible storage/Michael M. Ames	[198-?]
8	13	School evaluations	1986-1989
8	14	Sunday programmes	1977-1980
8	21	VA's and shop newsletter	1977-1980
10	8	Reports of Associates' activities	1977-1985
13	10	From Boredom to Burnout	1985-1989
13	12	Publicity	2000
13	13	VA newsletters	1998-2001

Series 4: Committees and Minutes

Box	File	Title	Date(s)
4	6	Steering Committee	1976-1977
4	7	VA's general meetings	1976-1978
4	8	VA's general meetings	1978-1980
4	9	VA's general meetings	1980-1981
4	10	VA's general meetings	1981-1983
4	11	VA's general meetings	1983-1988
4	12	VA's general meetings	1983-1988
4	13	VA's executive meetings	1977-1978
4	14	VA's executive meetings	1978-1981
4	15	VA's executive meetings	1981-1983
4	16	VA's executive meetings	1983-1988
5	1	VA's executive meetings	1989
5	2	MOA staff meetings	1977-1979
5	3	MOA staff meetings	1979-1981
5	4	MOA staff meetings	1981-1983
5	5	MOA staff meetings	1983-1984
7	7	Canoe benefit concert	1981
7	8	Canoe benefit concert-Daphne Shaw's file	1981
7	11	Friends of Museum	1978-1979
7	13	Haida House programme	1980
7	14	Haida house tour book	[197-?]
7	15	Honorary President	1979-1980
7	16	Internal Coordinator	1977-1985
8	5	New Members coordinator file (B. Robinson)	1977-1978
8	6	Nominating committee reports 83/4, 84/5, 85/6	1983-1986
8	9	Policy Committee	1981
8	11	Public Programmes	1978-1980
11	3	Executive and general meeting – minutes	1987-1994
11	6	[Minutes of Volunteer Associates' executive, general and annual meetings]	1997-1999
11	8	Executive minutes	1998-1999
12	1	General mtg.	1998-1999
12	2	Executive mtg.	1997-1998
12	3	General mtg	1997-1998
12	4	Executive mtg.	1996-1997
12	5	General mtg	1996-1997
12	6	Executive mtg.	1995-1996
12	7	General mtg	1995-1996
12	8	General and executive minutes	1994-1995
12	9	Executive and general minutes	1993-1994
12	10	Minutes and president's report	1992-1993
12	11	General and executive meetings minutes	1991-1992
12	12	General and executive minutes	1990-1991

Series 4: Committees and Minutes cont'd

Box	File	Title	Date(s)
12	13	GM and executive meetings	1989-1990
12	14	General and executive minutes	1988-1989
13	16	Education tours	[ca. 1980-1994]

Series 5: Correspondence and memos

Box	File	Title	Date(s)
5	6	Memos and correspondence	1975-1979
5	7	Memos	1976-1978
5	8	Memos and correspondence	1981-1983
6	1	Memos and correspondence	1984-1986
6	2	Incoming correspondence from volunteer associations and museums.	1986-1989
6	3	Memos	1987-1988
6	4	Annual correspondence	1988-1989
6	5	Memos and correspondence	1980-1990
6	6	Correspondence	[198-?]
7	17	Invitations and openings	1976-1986
11	1	Miscellaneous correspondence	1979-1994
13	11	Former VAs	[2004?]
13	15	Various VA info	1976-2005

Series 6: Education and Training

Box	File	Title	Date(s)
6	7	Continuing education	1976-1978
6	8	Independent studies	1979-1981
6	9	Course work	1980-1982
7	9	Dates to remember and information on UBC's new Museum of Anthropology	1976
7	12	General volunteer information	1978-1984
8	1	Japanese cooking class	1983
8	2	Miscellaneous	1976-1978
8	4	Museum of Anthropology guidelines	1978-1979
8	7	Other museums	1979
8	8	Outreach	1976-1978
11	2	Draft Training Manual – VA	1989-1990
11	5	Education info [Education Committee minutes, memos, correspondence]	1978-1979
11	7	An Introduction to the Museum [slide show]	1980
13	6	Gallery guide business	1983-1989
13	9	VA policy	1977-2001
13	17	First edition of VA handbook	1991
13	18	Volunteer Committees of Art Museums Conference '97	1997
13	19	VCAM members region 1	1990-1991
13	20	[VCAM information]	1988-1994

Series 7: Annual reports

Box	File	Title	Date(s)
6	10	President's annual reports	1976-1982
6	11	Annual report	1977
6	12	Education reports	1978-1983
6	13	VA annual reports	1979-1982
6	14	Annual reports	1982-1983
6	15	Annual reports	1983-1985
6	16	Annual reports	1985-1987
6	17	Annual reports	1988-1989
7	1	MOA's annual report	1988
7	2	[Appendix to MOA 1977 Annual Report]	1977
7	10	Financial information and statements	1984-1986
8	19	VA information given to M. Halpin for staff annual report	1981
11	4	Inventory and sales ledger	1985-1997
12	15	Annual reports '98	1998-1999
12	16	Annual reports – April, 1998	1997-1998
12	17	Annual reports	1996-1997
12	18	VAs annual reports of committee chairs	1995-1996
12	19	VAs annual reports of committee chairs	1994-1995
12	20	VAs annual reports of committee chairs	1993-1994
13	1	VAs annual reports	1991-1992
13	2	VAs annual reports	1990-1991
13	3	VAs annual reports	1989-1990
13	4	Records – financial	1991-1995
13	7	[Joan Tennant reports]	1979-1980
13	8	[Ethnology committee reports]	1979-1989

Series 8: Photographs

Box	File	Title	Date(s)
7	3	Miscellaneous	1982
7	4	Volunteer photos	[198-?]
7	5	Visit to BCMA (4 colour photographs)	1979

Series 9: History

Box	File	Title	Date(s)
8	16	VA's deceased	1982
8	18	VA's history	[197-?]
8	20	VA's and MOA's history	1975-1991
13	14	Michael Ames	2006

Audio Tapes Box 4

Number	Title	Date(s)
MOA 117	Madeline Bronsdon Rowan: History of Museum	5 Mar. 1979

Series 10: Hours and attendance

Box	File	Title	Date(s)
9	1	Attendance - general and executive meetings	1976-1985
9	2	Attendance - general and executive meetings	1986
9	3	Hours and work description book - Special events, executive, and independent study.	1983-[1984?]
9	4	Hours and work description book - Documentation and ethnology	1977-[1984?]
9	5	Hours and work description book - Membership, education, executive, openings and archaeology.	1979
9	6	Education Committee time book	1981-1986
9	7	Time book	[198-?]
9	8	Hours and work description book - Membership, special events/publicity, and executive.	1979-1980
9	9	Hours and work description book - Archeology	1979-1986
10	1	Hours and work description book - Gallery guides	1981-1982
10	2	Hours and work description book - Membership, education, executive, archaeology and miscellaneous.	1982-1983
10	3	Hours and work description book - Publicity, membership, and gallery guides.	1983-1986
10	4	VA's hours and monthly and yearly totals	1982-1984
10	5	VA's hours and monthly and yearly totals	1984-1985
10	6	VA's hours and monthly and yearly totals	1985-1989
13	5	VA hours	1989-1999

Box List

Box 1

File	Title	Date(s)
1	Quatsino: research source books	1990
2	Sea Lion House manuscript copy (1)	Sep. 1991
3	Sea Lion (Klix'keu) House research: general notes and whaling research of Coal Harbour	1990
4	Sea Lion House research (Malin file)	[1989?]
5	Band administration offices	[198-?]
6	Sea Lion House research - Numaym description and descent: notes and Xeroxed article from Duff	[198-?]
7	Sea Lion House research: including rough drafts	[198-?]
8	Sea Lion House research: bibliography	[198-?]
9	Sea Lion House research: Xeroxes - Boas, Codere Dept. of Indian Affairs	1989
10	Sea Lion House: memorandum	1991
11	Sea Lion House manuscript copy Ames edited and parts rewritten	1991
12	Sea Lion House: tape - notes from tape made with Malin	1989
13	Quatsino correspondence	1990-1991
14	Kwakiutl Pole A50027	[198-?]
15	Kwakwaka'wakw and project notes	[198-?]
16	Ninstints interview (Hawthorn)	1992
17	Ninstints II: interview (Kew)	1990
18	Ninstints research (Early Notes)	[198-?]
19	Ninstints: research	[198-?]
20	Gitksan Pole (Tsimshian) A50019	[198-?]
21	Skimsim Willadough: copy March 1992	1992

Box 2

File	Title	Date(s)
1	A50019 Databook	1990-1991
2	Skimsim Willadough: correspondence	1991
3	Nass Pole	1991
4	Nass: correspondence	1991
5	Haida Pole (Tanoo) A5000 abcd	[198-?]
6	Haida House Frontal Pole (Skedans) A50001	[198-?]
7	Haida: Representation Poles Skedans A50002 a,b,c	[198-?]
8	Haida: Representation Poles Skedans A50002 a,b,c	[198-?]
9	Ninstints	[198-?]
10	Ninstints source books - early copies	[198-?]
11	1981 Goodall Project on Anthony Island	1981

Box 2 cont'd

File	Title	Date(s)
12	Ninstints: early copy source books	1989
13	Ninstints: correspondence	1990-1992
14	Ninstints: 1st display copy	[199-?]
15	Ninstints: graphics	1990-1991
16	Ninstints: early copy	[199-?]
17	Ninstints: research	1992
18	to file [copies of Haida Gwaii photographs]	[198-?]
19	Pole Program	[199-?]
20	Pole Program: volunteer	1991

Box 3

File	Title	Date(s)
1	Bibliographies	[198-?]
2	Native Bands - addresses etc.	[198-?]
3	Maps 1990	
4	Letter for copyright (maps and graphics) Ninstints	1990
5	Ninstints: House 8-18	[198-?]
6	House 6: Ninstints photos	[198-?]
7	House 7: Ninstints	[198-?]
8	Ninstints: House 8	[198-?]
9	House 9	[198-?]
10	Ninstints: House 10	[198-?]
11	House 11: Ninstints	[198-?]
12	House 12: Ninstints	[198-?]
13	House 13: Ninstints	[198-?]
14	House 14: Ninstints	[198-?]
15	House 15: Ninstints	[198-?]
16	House 16: Ninstints	[198-?]
17	House 17: Ninstints	[198-?]
18	House 17	[198-?]
19	House 18	[198-?]
20	[Ninstints setting up X-ray equip.]	[198-?]
21	Ninstints: research articles	1970, [1981?]
22	Anthony Island print	[198-?]
23	Kitwancool notes - Duff files	[198-?]
24	Tanoo Grizzly Bear Pole	[198-?]
25	A50006 Owkeno	[198-?]
26	Eagle Halibut Pole A50020	[198-?]
27	A50007 Kwakiutl Hope Island	[198-?]
28	A50008 a,b,c	[198-?]
29	A50010 a,b,c,d Kwak. Gilford Island	[198-?]
30	A50038	[198-?]
31	A50003 Salish	[198-?]

Box 4

File	Title	Date(s)
1	A 50027 Fort Rupert	[198-?]
2	Kwak. A50037 Alert Bay	[198-?]
3	[Photos of Poles at Haida Gwaii]	[198-?]
4	[Photos of Poles at Haida Gwaii]	[198-?]
5	Joan Goodall - Ninstints project/ identification	[1981?]
6	Steering Committee	1976-1977
7	VA's general meetings	1976-1978
8	VA's general meetings	1978-1980
9	VA's general meetings	1980-1981
10	VA's general meetings	1981-1983
11	VA's general meetings	1983-1988
12	VA's general meetings	1983-1988
13	VA's executive meetings	1977-1978
14	VA's executive meetings	1978-1981
15	VA's executive meetings	1981-1983
16	VA's executive meetings	1983-1988

Box 5

File	Title	Date(s)
1	VA's executive meetings	1989
2	MOA staff meetings	1977-1979
3	MOA staff meetings	1979-1981
4	MOA staff meetings	1981-1983
5	MOA staff meetings	1983-1984
6	Memos and correspondence	1975-1979
7	Memos	1976-1978
8	Memos and correspondence	1981-1983

Box 6

File	Title	Date(s)
1	Memos and correspondence	1984-1986
2	Incoming correspondence from volunteer associations and museums.	1986-1989
3	Memos 1987-1988	
4	Annual correspondence	1988-1989
5	Memos and correspondence	1980-1990
6	Correspondence	[198-?]
7	Continuing education	1976-1978
8	Independent studies	1979-1981
9	Course work	1980-1982
10	President's annual reports	1976-1982
11	Annual report	1977
12	Education reports	1978-1983

Box 6 cont'd

File	Title	Date(s)
13	VA annual reports	1979-1982
14	Annual reports	1982-1983
15	Annual reports	1983-1985
16	Annual reports	1985-1987
17	Annual reports	1988-1989

Box 7

File	Title	Date(s)
1	MOA's annual report	1988
2	[Appendix to MOA 1977 Annual Report]	1977
3	Miscellaneous	1982
4	Volunteer photos	[198-?]
5	Visit to BCMA (4 colour photographs)	1979
6	Analysis of bookings for educational programmes	1988
7	Canoe benefit concert	1981
8	Canoe benefit concert-Daphne Shaw's file	1981
9	Dates to remember and information on UBC's new Museum of Anthropology	1976
10	Financial information and statements	1984-1986
11	Friends of Museum	1978-1979
12	General volunteer information	1978-1984
13	Haida House programme	1980
14	Haida house tour book	[197-?]
15	Honorary President	1979-1980
16	Internal Coordinator	1977-1985
17	Invitations and openings	1976-1986

Box 8

File	Title	Date(s)
1	Japanese cooking class	1983
2	Miscellaneous	1976-1978
3	Muse news	1984-1988
4	Museum of Anthropology guidelines	1978-1979
5	New Members coordinator file (B. Robinson)	1977-1978
6	Nominating committee reports 83/4, 84/5, 85/6	1983-1986
7	Other museums	1979
8	Outreach	1976-1978
9	Policy Committee	1981
10	Press clippings	1976-1977
11	Public Programmes	1978-1980
12	Report on an experiment in visible storage/Michael M. Ames	[198-?]
13	School evaluations	1986-1989

Box 8 cont'd

File	Title	Date(s)
14	Sunday programmes	1977-1980
15	Volunteer impression sheets	1976-1980
16	VA's deceased	1982
17	VA's evaluations	1986
18	VA's history	[197-?]
19	VA information given to M. Halpin for staff annual report	1981
20	VA's and MOA's history	1975-1991
21	VA's and shop newsletter	1977-1980

Box 9

File	Title	Date(s)
1	Attendance - general and executive meetings	1976-1985
2	Attendance - general and executive meetings	1986
3	Hours and work description book - Special events, executive, and independent study.	1983-[1984?]
4	Hours and work description book - Documentation and ethnology	1977-[1984?]
5	Hours and work description book - Membership, education, executive, openings and archaeology.	1979
6	Education Committee time book	1981-1986
7	Time book	[198-?]
8	Hours and work description book - Membership, special events/publicity, and executive.	1979-1980
9	Hours and work description book - Archeology	1979-1986

Box 10

File	Title	Date(s)
1	Hours and work description book - Gallery guides	1981-1982
2	Hours and work description book - Membership, education, executive, archaeology and miscellaneous.	1982-1983
3	Hours and work description book - Publicity, membership, and gallery guides.	1983-1986
4	VA's hours and monthly and yearly totals	1982-1984
5	VA's hours and monthly and yearly totals	1984-1985
6	VA's hours and monthly and yearly totals	1985-1989
7	VA - New members file	1983-1996
8	Reports of Associates' activities	1977-1985

Box 11

File	Title	Date(s)
1	Miscellaneous correspondence	1979-1994

Box 11 cont'd

File	Title	Date(s)
2	Draft Training Manual – VA	1989-1990
3	Executive and general meeting – minutes	1987-1994
4	Inventory and sales ledger	1985-1997
5	Education info [Education Committee minutes, memos, correspondence]	1978-1979
6	[Minutes of Volunteer Associates' executive, general and annual meetings]	1997-1999
7	An Introduction to the Museum [slide show]	1980
8	Executive minutes	1998-1999

Box 12

File	Title	Date(s)
1	General mtg.	1998-1999
2	Executive mtg.	1997-1998
3	General mtg	1997-1998
4	Executive mtg.	1996-1997
5	General mtg	1996-1997
6	Executive mtg.	1995-1996
7	General mtg	1995-1996
8	General and executive minutes	1994-1995
9	Executive and general minutes	1993-1994
10	Minutes and president's report	1992-1993
11	General and executive meetings minutes	1991-1992
12	General and executive minutes	1990-1991
13	GM and executive meetings	1989-1990
14	General and executive minutes	1988-1989
15	Annual reports '98	1998-1999
16	Annual reports – April, 1998	1997-1998
17	Annual reports	1996-1997
18	VAs annual reports of committee chairs	1995-1996
19	VAs annual reports of committee chairs	1994-1995
20	VAs annual reports of committee chairs	1993-1994

Box 13

File	Title	Date(s)
1	VAs annual reports	1991-1992
2	VAs annual reports	1990-1991
3	VAs annual reports	1989-1990
4	Records – financial	1991-1995
5	VA hours	1989-1999
6	Gallery guide business	1983-1989
7	[Joan Tennant reports]	1979-1980
8	[Ethnology committee reports]	1979-1989

Box 13 cont'd

File	Title	Date(s)
9	VA policy	1977-2001
10	From Boredom to Burnout	1985-1989
11	Former VAs	[2004?]
12	Publicity	2000
13	VA newsletters	1998-2001
14	Michael Ames	2006
15	Various VA info	1976-2005
16	Education tours	[ca. 1980-1994]
17	First edition of VA handbook	1991
18	Volunteer Committees of Art Museums Conference '97	1997
19	VCAM members region 1	1990-1991
20	[VCAM information]	1988-1994

Box List

Box 1

File	Title	Date(s)
1	Quatsino: research source books	1990
2	Sea Lion House manuscript copy (1)	Sep. 1991
3	Sea Lion (Klix'keu) House research: general notes and whaling research of Coal Harbour	1990
4	Sea Lion House research (Malin file)	[1989?]
5	Band administration offices	[198-?]
6	Sea Lion House research - Numaym description and descent: notes and Xeroxed article from Duff	[198-?]
7	Sea Lion House research: including rough drafts	[198-?]
8	Sea Lion House research: bibliography	[198-?]
9	Sea Lion House research: Xeroxes - Boas, Codere Dept. of Indian Affairs	1989
10	Sea Lion House: memorandum	1991
11	Sea Lion House manuscript copy Ames edited and parts rewritten	1991
12	Sea Lion House: tape - notes from tape made with Malin	1989
13	Quatsino correspondence	1990-1991
14	Kwakiutl Pole A50027	[198-?]
15	Kwakwaka'wakw and project notes	[198-?]
16	Ninstints interview (Hawthorn)	1992
17	Ninstints II: interview (Kew)	1990
18	Ninstints research (Early Notes)	[198-?]
19	Ninstints: research	[198-?]
20	Gitksan Pole (Tsimshian) A50019	[198-?]
21	Skimsim Willadough: copy March 1992	1992

Box 2

File	Title	Date(s)
1	A50019 Databook	1990-1991
2	Skimsim Willadough: correspondence	1991
3	Nass Pole	1991
4	Nass: correspondence	1991
5	Haida Pole (Tanoo) A5000 abcd	[198-?]
6	Haida House Frontal Pole (Skedans) A50001	[198-?]
7	Haida: Representation Poles Skedans A50002 a,b,c	[198-?]
8	Haida: Representation Poles Skedans A50002 a,b,c	[198-?]
9	Ninstints	[198-?]
10	Ninstints source books - early copies	[198-?]
11	1981 Goodall Project on Anthony Island	1981
12	Ninstints: early copy source books	1989

Box 2 cont'd

File	Title	Date(s)
13	Ninstints: correspondence	1990-1992
14	Ninstints: 1st display copy	[199-?]
15	Ninstints: graphics	1990-1991
16	Ninstints: early copy	[199-?]
17	Ninstints: research	1992
18	to file [copies of Haida Gwaii photographs]	[198-?]
19	Pole Program	[199-?]
20	Pole Program: volunteer	1991

Box 3

File	Title	Date(s)
1	Bibliographies	[198-?]
2	Native Bands - addresses etc.	[198-?]
3	Maps 1990	
4	Letter for copyright (maps and graphics) Ninstints	1990
5	Ninstints: House 8-18	[198-?]
6	House 6: Ninstints photos	[198-?]
7	House 7: Ninstints	[198-?]
8	Ninstints: House 8	[198-?]
9	House 9	[198-?]
10	Ninstints: House 10	[198-?]
11	House 11: Ninstints	[198-?]
12	House 12: Ninstints	[198-?]
13	House 13: Ninstints	[198-?]
14	House 14: Ninstints	[198-?]
15	House 15: Ninstints	[198-?]
16	House 16: Ninstints	[198-?]
17	House 17: Ninstints	[198-?]
18	House 17	[198-?]
19	House 18	[198-?]
20	[Ninstints setting up X-ray equip.]	[198-?]
21	Ninstints: research articles	1970, [1981?]
22	Anthony Island print	[198-?]
23	Kitwancool notes - Duff files	[198-?]
24	Tanoo Grizzly Bear Pole	[198-?]
25	A50006 Owkeno	[198-?]
26	Eagle Halibut Pole A50020	[198-?]
27	A50007 Kwakiutl Hope Island	[198-?]
28	A50008 a,b,c	[198-?]
29	A50010 a,b,c,d Kwak. Gilford Island	[198-?]
30	A50038	[198-?]
31	A50003 Salish	[198-?]

Box 4

File	Title	Date(s)
1	A 50027 Fort Rupert	[198-?]
2	Kwak. A50037 Alert Bay	[198-?]
3	[Photos of Poles at Haida Gwaii]	[198-?]
4	[Photos of Poles at Haida Gwaii]	[198-?]
5	Joan Goodall - Ninstints project/ identification	[1981?]
6	Steering Committee	1976-1977
7	VA's general meetings	1976-1978
8	VA's general meetings	1978-1980
9	VA's general meetings	1980-1981
10	VA's general meetings	1981-1983
11	VA's general meetings	1983-1988
12	VA's general meetings	1983-1988
13	VA's executive meetings	1977-1978
14	VA's executive meetings	1978-1981
15	VA's executive meetings	1981-1983
16	VA's executive meetings	1983-1988

Box 5

File	Title	Date(s)
1	VA's executive meetings	1989
2	MOA staff meetings	1977-1979
3	MOA staff meetings	1979-1981
4	MOA staff meetings	1981-1983
5	MOA staff meetings	1983-1984
6	Memos and correspondence	1975-1979
7	Memos	1976-1978
8	Memos and correspondence	1981-1983

Box 6

File	Title	Date(s)
1	Memos and correspondence	1984-1986
2	Incoming correspondence from volunteer associations and museums.	1986-1989
3	Memos 1987-1988	
4	Annual correspondence	1988-1989
5	Memos and correspondence	1980-1990
6	Correspondence	[198-?]
7	Continuing education	1976-1978
8	Independent studies	1979-1981
9	Course work	1980-1982
10	President's annual reports	1976-1982
11	Annual report	1977
12	Education reports	1978-1983
13	VA annual reports	1979-1982

Box 6 cont'd

File	Title	Date(s)
14	Annual reports	1982-1983
15	Annual reports	1983-1985
16	Annual reports	1985-1987
17	Annual reports	1988-1989

Box 7

File	Title	Date(s)
1	MOA's annual report	1988
2	[Appendix to MOA 1977 Annual Report]	1977
3	Miscellaneous	1982
4	Volunteer photos	[198-?]
5	Visit to BCMA (4 colour photographs)	1979
6	Analysis of bookings for educational programmes	1988
7	Canoe benefit concert	1981
8	Canoe benefit concert-Daphne Shaw's file	1981
9	Dates to remember and information on UBC's new Museum of Anthropology	1976
10	Financial information and statements	1984-1986
11	Friends of Museum	1978-1979
12	General volunteer information	1978-1984
13	Haida House programme	1980
14	Haida house tour book	[197-?]
15	Honorary President	1979-1980
16	Internal Coordinator	1977-1985
17	Invitations and openings	1976-1986

Box 8

File	Title	Date(s)
1	Japanese cooking class	1983
2	Miscellaneous	1976-1978
3	Muse news	1984-1988
4	Museum of Anthropology guidelines	1978-1979
5	New Members coordinator file (B. Robinson)	1977-1978
6	Nominating committee reports 83/4, 84/5, 85/6	1983-1986
7	Other museums	1979
8	Outreach	1976-1978
9	Policy Committee	1981
10	Press clippings	1976-1977
11	Public Programmes	1978-1980
12	Report on an experiment in visible storage/Michael M. Ames	[198-?]
13	School evaluations	1986-1989
14	Sunday programmes	1977-1980
15	Volunteer impression sheets	1976-1980

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