

BOARD OF DIRECTORS MINUTES OF MEETING

13 April 1989, Le Grand Hôtel, Montréal, Québec

Present:

Mark Fram	Anne de Fort-Menares
Stuart Lazear	Jim Johnston
Douglas Franklin	Terry Sinclair
Neil Einarson	(representing Frank Korvemaker)
Julie Harris	Diana Thomas
Howard Shubert	Ted Mills

1. Past Minutes

It was moved by Stuart Lazear, seconded by Jim Johnston, that the Minutes of the September 13, 1989 Executive Meeting be adopted. Carried.

2. President's Report

The President reported that the affairs of the Society are progressing well with increased membership and balanced finances. He noted that due to the hard work of Society members, and in particular Howard Shubert, the 1989 Conference had the makings of being an outstanding success. The President was especially pleased to play an active part in the Conference by presenting a paper at the colloquium on Infill Design and/or Façadism.

3. Vice-President's Report

a) Editorial Review Board

Stuart Lazear distributed the Annual Report of the SSAC Editorial Review Board on the papers presented at the 1988 Conference. Of the nine papers received, all have been commented upon, five are being revised and two have been published.

b) Martin Eli Weil Award

Stuart Lazear announced that Jennifer McKendry of the University of Toronto won the 1989 Martin Eli Weil Award for the essay *The Early History of the Provincial Penitentiary, Kingston, Ontario*. He noted that in this, the first year of the award, advertisement of the competition had only been made in the *Bulletin*. For the 1990 Award, Dana Johnson agreed to send a letter to appropriate faculties at universities throughout the country.

c) Membership

Stuart Lazear reported that the membership currently stands at 360. This represents an increase of 10% over the membership of 1988. The membership has increased 10% each year over the last three years.

4. Bulletin Editor's Report

On behalf of Gordon Fulton, Stuart Lazear summarized the *Bulletin* Editor's report (copies of which were distributed with the Agenda). Four issues of the *Bulletin* were published in 1988 and four issues are planned for 1989. This year the Editor hopes to eliminate the three-month lag in publishing the issues. The December 1989 issue

will feature an article by Michael McMordie, *The SSAC, 1974-89*, to celebrate the fifteenth anniversary of the Society.

Starting with the September 1988 issue, the *Bulletin* typesetting and layout have been produced entirely by means of desk-top publishing. Articles should be supplied on IBM-compatible diskettes (preferably WordPerfect, Wordstar, or MultiMate). If Norman Allen is unable to continue as book review editor, a new volunteer will be required for this position.

5. Treasurer's Report

Julie Harris distributed the Treasurer's Report (see below) and summarized the main points.

The Auditor's report for 1988 shows that Expenditures were \$24,258 and Revenues were \$28,254 for a surplus of \$3,996. The surplus is largely due to grant assistance: the travel and administration grant from the SSHRCC, a \$5,000 grant from the Samuel and Saidye Bronfman Foundation towards a Québec issue; a \$2,500 grant from the Government of Northwest Territories for a northern issue; a \$1,700 speakers grant from the B.C. Heritage Trust for the Vancouver Conference (which will be spent in 1989 on the publication of conference papers); and \$300 from the Alberta Government to purchase copies of the March 1988 issue which features Alberta architecture.

The 1989 budget projects Revenues of \$25,592 and Expenditures of \$23,600 for a Surplus of \$1,992.

In discussion, it was noted that the membership fee increases that were approved at the May 27, 1988 Annual Business Meeting have not been implemented and that new membership brochures should be printed containing the new fees.

It was moved by Anne de Fort-Menares, seconded by Stuart Lazear, that the 1989 Budget should be amended to accommodate the reprinting of the membership brochure and the new fees should be implemented in January 1990.

It was moved by Julie Harris, seconded by Stuart Lazear, that the 1989 Budget be tabled with the amendment that it include provision for the reprinting of the membership brochures. Carried.

6. A Society Journal

Douglas Franklin distributed copies of the December 1, 1988 response from Denis Croux of the Social Sciences and Research Council of Canada indicating that the SSHRCC does not recommend funding support for an SSAC Journal. Douglas Franklin noted that while Dana Johnson submitted a very good application, the comments of the Review Committee of the SSHRCC included: "limited information provided," "the scope seems somewhat narrow," "does not appear to be a journal genuinely devoted to all aspects of architecture" and "raised the question as to whether the journal would eventually become an organ of a pressure group." These comments suggest that the Committee did not receive the complete set of material submitted but rather an inaccurate summary.

After discussion, it was moved by Mark Fram, seconded by Douglas Franklin, that Dana Johnson should prepare a letter to the head of the SSHRCC, with a copy of the original application, to note that from the comments supplied to the Society, the Review Committee appears to have misunderstood the goals of the Society and its *Bulletin*. Carried.

It was agreed that a subsequent letter would be in order requesting information on the possibility of reapplying for SSHRCC assistance towards publishing a Journal.

Mark Fram reported that he will be meeting with publishers to discuss the type of material they would recommend be contained in a Journal.

7. New Business

a) SSAC Archives

Douglas Franklin reported that the National Archives has sent him a listing of the SSAC material which is held in the archives. This poses two issues: (1) does the SSAC wish the Archives to continue to hold this and new material; and (2) if so, who within the Society should be responsible for coordinating the forwarding of material to the archives?

Julie Harris noted that the Archives holds back copies of the *Bulletin* which are the responsibility of the Executive Secretary.

It was moved by Douglas Franklin, seconded by Julie Harris, that the following should be considered by the new Board of the Society:

- i) that the Secretary should be responsible for coordination with the National Archives on SSAC holdings;
- ii) that the Secretary should be responsible for developing a report on associated policy issues such as access to this material and gathering SSAC records from current and past SSAC officers for transfer to the archives. Carried.

b) Society Medal Proposal

It was moved by Douglas Franklin, seconded by Anne de Fort-Menares, that subject of a Society Medal be deferred for discussion by the new Board.

8. Adjournment

It was moved by Douglas Franklin, seconded by Anne de Fort-Menares, that the meeting be adjourned. Carried.

Mark Fram Neil Einarson
President Secretary

REPORT OF THE TREASURER TO THE BOARD OF THE SOCIETY FOR THE STUDY OF ARCHITECTURE IN CANADA

Board Meeting, 13 April 1989, Montréal, Québec

1. 1988 Audit

The auditor completed an examination of the society's books for the 1988 fiscal year (Jan. 1 - Dec. 31). The auditor's balance sheet is attached. As the statement of revenue and expenditure indicates, we completed the financial year with a surplus of \$3,996. The amounts for 1988 (with comparable figures for 1987) are as follows:

REVENUE	1988	1987
Membership Fees	\$ 6,709	\$ 6,743
Convention and meetings ^a	3,602	6,833
Grants	16,510 ^b	12,633
Publications	762	1,303
Interest	671	278
	=====	=====
	\$28,254	\$27,790

EXPENDITURE

Advertising and promotion	-	-
Convention and meetings ^c	\$7,902	\$13,760
Newsletter ^d	13,445	9,420
Office	2,211	3,418
Professional fees	700	675
	=====	=====
	\$24,258	\$27,273

REVENUE IN EXCESS OF EXPENDITURE FOR THE YEAR

\$3,996	\$517
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NOTES

- a) Revenues and costs of annual meetings vary greatly; the 1987 conference revenues and expenses included accommodations.
- b) 1988 grants included: the travel and administration grant from SSHRCC; \$5,000 grant from the Bronfman Foundation towards a Québec issue of the *Bulletin*; \$2,500 grant from the NWT for a northern issue for the *Bulletin*; \$1,700 speakers grant from the B.C. Heritage Trust for the Vancouver conference which will be spent in 1989 on the publication of conference papers; and \$300 from the Alberta government for the *Bulletin*.
- c) The annual meeting and the fall meeting of the Board are both included under this heading.
- d) Increase due to additional pages in June 1988 issue and additional copies of the September 1988 issue.

2. Grants

As of January 1, 1989 the SSAC will receive constant annual funding from SSHRCC for a guaranteed period of three years subject to the usual SSHRCC regulations regarding reporting of activities. Unused portions of annual grants can be carried over to the end of the three-year period. This will make it easier for the Society to budget and plan activities (such as the annual meeting) to the end of 1991.

The Society was not successful in obtaining an academic journal grant from the SSHRCC. Since the next competition will not held for

three years, the society will be considering what action should be taken regarding SSHRCC's decision.

3. Membership Fees

The Society carried a motion at the 1988 Annual Business Meeting to institute a new membership fee structure as follows:

Students: to remain at \$10.00

Individuals: to be raised from \$20.00 to \$25.00

Corporations: to be raised from \$30.00 to \$40.00

Membership renewal forms for 1989 memberships were sent out with the old fee structure indicated. As a consequence, it was decided to maintain the old fee structure for 1989 memberships but to institute the new fee structure for 1990.

4. 1989 Budget

The following is proposed as a financial guideline for the 1989 fiscal year:

REVENUE

Membership Fees	\$ 7,200
Convention and meetings	6,200
Grants:	SSHRCC 8,592
	Secretary of State 1,700
	Environment Canada 1,000
Publications	200
Interest	700
	=====
	\$25,592

EXPENDITURES

Advertising and promotion	-
Convention and meetings	
	Annual Meeting \$9,700
	Fall Meeting 700
Bulletin and Publications	10,000
Office	2,500
Professional fees	700
	=====
	\$23,600

EXPECTED SURPLUS \$1,992

5. Acknowledgements

This is my first and last report as treasurer. My responsibilities were made easier and more enjoyable due to the good work of my predecessor, Dana Johnson, and to his untiring efforts in teaching me the job. The patience of officers of the Society and the support of my supervisor, Marc de Caraffe, and director, Susan Buggey, were important factors in convincing me that I would not be risking a good professional relationship by asking my colleague, Kate MacFarlane, to agree to stand for nomination as the new treasurer.

SOCIETY FOR THE STUDY OF
ARCHITECTURE IN CANADA
BALANCE SHEET
AS AT DECEMBER 31, 1988

	<u>1988</u>	<u>1987</u>
ASSETS		
CURRENT		
Cash	\$ 7,125	\$11,213
Deposit certificate	9,321	-
Prepaid expenses	700	400
Accrued interest receivable	349	-
	=====	=====
	\$17,495	\$11,613
LIABILITIES		
CURRENT		
Accounts payable	\$ 3,948	\$851
Deferred membership fees	2,305	541
Deferred revenue	2,025	5,000
	=====	=====
	8,278	6,392
MEMBERS' EQUITY		
BALANCE - BEGINNING		
OF YEAR	5,221	4,704
Revenue in excess of expenditure for the year	3,996	517
	=====	=====
BALANCE - END		
OF YEAR	9,217	5,221
	\$17,495	\$11,613

Approved on behalf of the Board:
President

MINUTES OF THE FIFTEENTH ANNUAL BUSINESS MEETING

14 April 1989, Le Grand Hôtel, Montréal, Québec

1. Minutes of the 1988 Annual Business Meeting

It was moved by Dana Johnson, seconded by Diana Thomas, that the minutes of the Fourteenth Annual Business Meeting, held in Vancouver, British Columbia, in 1988, be accepted. Carried.

2. Activities of the Society

a) President's Report

The President reported that the affairs of the Society are progressing well with increased membership and balanced finances. He noted that due to the hard work of Society members, and in particular Howard Shubert, the 1989 Conference was an outstanding success. The President was especially pleased to play an active part in the Conference by presenting a paper at the colloquium on Infill Design and/or Façadism.

b) Vice-President's Report

Stuart Lazear expressed his appreciation of the work and cooperation of the Editorial Committee: Leslie Maitland, Dana Johnson, Shane O'Dea and Gordon Fulton. This year the session chairs reviewed the abstracts submitted by potential presenters together with the Editorial Review Committee. The Committee comments upon and edits the papers before they are published in the *Bulletin*. Volunteers who wish to become members of the Editorial Review Committee are welcome and should contact Stuart Lazear. Any papers outstanding from the 1988 Annual Conference should be submitted to Stuart as soon as possible.

Stuart noted that the first Martin Eli Weil Award would be presented at the Business Meeting.

Copies of the Alberta and Manitoba architecture slide sets are available for purchase by writing to the Executive Secretary at the Society post box. Members of the other provinces or territories are encouraged to develop slides sets, so that the Society will eventually have a complete set for sale of buildings from across the country.

Stuart Lazear reported that the Society membership currently stands at 360. This represents an increase of 10% over the 1988 membership. The membership has increased 10% each year over the last three years.

1989 is the fifteenth anniversary of the founding of the SSAC. The December 1989 issue of the *Bulletin* will feature an article by Michael McMordie entitled *The SSAC, 1974-89*.

c) The *Bulletin* Editor's Report

On behalf of Gordon Fulton, Stuart Lazear gave the *Bulletin* Editor's Report. Four issues of the *Bulletin* were published in 1988, two by the previous Editor, Don Lovell, and two by Gordon Fulton. The assistance of Howard Shubert, Robert Lemire, Diana Thomas and Anne de Fort-Menares in preparing these issues was gratefully acknowledged.

Starting with the September 1988 issue, the *Bulletin* typesetting and layout have been produced entirely by means of desk-top publishing courtesy of Heritage Canada. Articles should be supplied on IBM-compatible diskettes, preferably WordPerfect, Wordstar or MultiMate.

Recent financial assistance in publishing the *Bulletin* has been received from the Samuel and Saidye Bronfman Foundation for the Québec issue, the Government of the Northwest Territories for the northern issue and the Alberta Government which purchased copies of the Alberta issue.

d) Treasurer's Report

Julie Harris summarized the Treasurer's Report which was distributed at the Meeting. The auditor's report for 1988 shows that Expenditures were \$24,258 and Revenues were \$28,254 for a surplus of \$3,996. The surplus is largely due to grant assistance: the travel and administration grant from the SSHRCC, a \$5,000 grant from the Samuel and Saidye Bronfman Foundation towards a Quebec issue; a \$2,500 grant from the Government of Northwest Territories for a northern issue; a \$1,700 speakers grant from the B.C. Heritage Trust for the Vancouver Conference (which will be spent in 1989 on the publication of conference papers); and \$300 from the Alberta Government to purchase copies of the March 1988 issue which features Alberta architecture.

The 1989 budget projects Revenues of \$25,592 and Expenditures of \$23,600 for a Surplus of \$1,992.

It was moved by Julie Harris, seconded by Harold Kalman, that the Treasurer's Report be tabled.

It was moved by Julie Harris, seconded by Douglas Franklin, that the accounting firm of McCay, Duff and Company of Ottawa be appointed as the auditors of the Society from the 1989 fiscal year. Carried.

3. 1990 Annual Conference

Mark Fram reported that Edmonton has been selected as the location of the 1990 Annual Conference. Diana Thomas has agreed to serve as the Conference Coordinator. Alberta Culture and Multiculturalism has offered the Society up to \$10,000 in grants and staff assistance in holding the conference.

Some of the themes which have been suggested for the conference sessions include Building for Industry and Transportation, Northern Architecture, Prairie Settlement Patterns, Urban Development of the Prairies, Trends of Modern Architecture on the Prairies 1930 to the Present, and Patterns of Architectural Practice in Canada. Suggestions for session topics should be conveyed to Stuart Lazear or Diana Thomas.

4. Election of Officers

Jim Johnson, Chairman of the Nomination Committee, noted that the Nomination Committee sent a list of proposed new officers to Society members on April 29, 1989. Jim noted that, as there are no contests for positions, accepting the list will mean the appointment of the individuals.

It was moved by Jim Johnson, seconded by Dana Johnson, that the list of Officers be accepted:

Secretary: Joanna Doherty

Treasurer: Kate MacFarlane

Regional Representatives:

British Columbia: Jeannette Hlavach

Québec: Howard Shubert (second term)

New Brunswick: Allen Doiron (second term)

Nova Scotia: Jim St. Clair

Carried.

5. Acknowledgements

On behalf of the Society, Howard Shubert acknowledged the assistance support and work of the following who have helped to make the 1989 Annual Conference a success:

Canadian Centre for Architecture - Phyllis Lambert; Organizing Committee: Ellen Adelson, Martha Benson, David Delderfield, Rosemary Haddad, Désirée McIntyre, Donna McGee, Jennifer Trant, Jocelyne Cossette; Julie Harris (simultaneous translation, registration, etc.); Christine Derouin (registration); Stuart Lazear; Bill Steinberg (posters); SSHRCC; Secretary of State of Canada; Environment Canada - Canadian Parks Service; Michael Tomlan - Colloquium President.

6. Martin Eli Weil Award

Mark Fram presented the certificate for the Martin Eli Weil award and a framed 1989 Conference Poster to Jennifer McKendry of the University of Toronto for her essay *The Early History of the Provincial Penitentiary, Kingston, Ontario*. On behalf of the Society he congratulated Ms McKendry for her winning essay.

7. New Business

a) Slide Collection List

Harold Kalman suggested that, as a new initiative, the Society may wish to prepare a list of existing private and institutional architectural slide collections. The Society could sell the list on consignment. Mark Fram suggested that the proposal be considered by the Board of Directors. In order to determine the amount of interest in such a list, an enquiry in the *Bulletin* may be in order.

8. Adjournment

It was moved by Anne de Fort-Menares, seconded by Dana Johnson, that the meeting be adjourned. Carried.

Mark Fram
President

Neil Einarson
Secretary

BOARD OF DIRECTORS

MINUTES OF MEETING

15 April 1989, Le Grand Hôtel, Montréal, Québec

Present:

Mark Fram	Stuart Lazear
Howard Shubert	Diana Thomas
Don Lovell	Anne M. de Fort-Menares
James Johnson	Terrence J. Sinclair
Kate MacFarlane	Jeannette Hlavach
Joanna H. Doherty	

1. 1990 Conference in Edmonton

Mark Fram asked Board Members for possible session topics for the Edmonton conference. Some suggestions included: prairie architecture – especially agricultural buildings, northern architecture, indigenous architecture, and national parks buildings and parks town-site plans. Further session topics are to be forwarded to Diana Thomas who is organizing the conference there.

The topic of tours was put forward by Diana Thomas and some suggestions for this were: Douglas Cardinal's home, the Provincial legislature, urban parks, heritage trails, and the North Saskatchewan River valley. Jeannette Hlavach proposed a post-conference tour which could take place out of town.

The possible location of the conference in Edmonton was also considered. Anne de Fort-Menares suggested the south side of the city near or at the University of Alberta. Another possibility was the West Edmonton Mall area.

Diana Thomas put forth the idea that chairpersons should line up speakers for their sessions. Jeannette Hlavach and Don Lovell volunteered to chair sessions and to undertake the task of finding speakers for their sessions.

2. 1991 Conference Location

There were four proposed locations for the 1991 SSAC Conference location. They were: Cape Breton, Halifax, Kingston, and Hamilton. Cape Breton aroused a fair amount of enthusiasm. Further inquiries will be made by Terry Sinclair as to the Cape Breton location.

3. Next Meeting

The next Board meeting will be held in Ottawa, September 16, 1989. Kate MacFarlane will organize this.

4. New Business

a) Publication of a Journal of Canadian Studies in Architecture
Stuart Lazear stated that if we want a journal we will need endorsement through a formal vote from the membership. James Johnson voiced the need to get all the details and consider all the aspects, including acquiring an editor, for this important project. Dana

Johnson's background paper will need to be included in the executive information package prior to the Edmonton conference.

Stuart Lazear noted that the proposed journal would not replace the *Bulletin* which will continue as before.

b) SSAC Awards

It was moved by James Johnson and seconded by Kate MacFarlane to accept the idea of a medal for the annual SSAC award. Don Lovell volunteered to design a SSAC logo for it and to look into the cost of having the medal made.

c) Architectural Conferences in Saskatchewan in the Fall

Terry Sinclair mentioned that there would be some architectural conferences in Saskatchewan this fall, although the details were not yet available.

d) Policy for Funding Speakers and Members-at-Large Needs Clarification

Howard Shubert noted that there is no fixed policy for funding of speakers and Don Lovell stated that members-at-large are unaware that they are funded to attend meetings. Don suggested that this would need to be addressed at some date.

Note: The policy, as it exists to date, is clearly stated in "Travel Policy for the Annual Meetings of the SSAC."

e) Information Package for New Board Members

Don Lovell requested that an information package for new board members be made available prior to the fall meeting.

f) Commendations

Stuart Lazear praised Gordon Fulton for his fine work as editor of the *Bulletin*. Stuart also commended Christine Derouin for her proficient work.

g) Thanks to Howard Shubert

Mark Fram thanked Howard Shubert for all his hard work in organizing the Montréal Conference. The Board Members concurred.

5. Adjournment

It was moved by Terry Sinclair that the meeting be adjourned. Carried.

Mark Fram
President

Joanna H. Doherty
Secretary



Above: Dinu Bumbaru of *Héritage Montréal* leads a tour of Chinatown as part of the joint SSAC/Society of Architectural Historians session on *Façadism*.

Below: *Façadism* in progress, Montreal-style.

