

Royal Canadian College of Organists, Montreal Centre

Records, 1950-1993.

12 archival boxes, stored at the Marvin Duchow Music Library, Schulich School of Music, McGill University.

Scope and Content

The collection contains records pertaining to the activities and events of the organization from 1950 to 1993. It is divided into five Series, **General Activities 1950-1992, National Convention 1985, Minute Books and Financial Records, Miscellaneous, and ICO 1993.**

General Activities 1950-1992, boxes 1 - 4 – These files contain correspondence, meeting minutes, service programs, concert programs, publicity statements, and other paperwork created by the activities of the RCCO Montreal Centre. Membership information, in the form of membership applications or lists, can be found in some files. Files have been divided according to the fiscal year of the organization; thus, the 1976-77 file contains material generated from July 1, 1976 to June 30, 1977.

National Convention 1985, box 4 – Files related to the 1985 RCCO National Convention in Montreal.

Minute Books and Financial Records, box 5 – These boxes contain financial accounting books from the treasurer from the period of 1950 to 1992, as well as minute books from 1954 to 1976.

Miscellaneous, box 6 – Contains membership forms, ICO programs, and general files related to annual events.

ICO 1993, box 7 – 12 – Files related to the 1993 ICO in Montreal. Documents within these files were not generated solely in 1993; rather, they relate to all events preceding and following the 1993 ICO organized in correspondence with this event. They include contracts for artists and venues involved in performances, as well as meeting minutes and financial statements related to the ICO. The **ICO 1993** series contains a sub-series labelled **Alphabetical Files (boxes 11-12)**. These files relate to preparations for the ICO and contain a variety of documents including programs and contracts.

Folders within each box are not numbered; rather, they are described with reference to their folder name.

Container List

Box Folder

General Activities 1950-1992

1	1950-52	All documents from the beginning of the RCCO Montreal Centre, including records of the 1951 convention
	1952-53	Correspondence, programs
	1953 – CCO Langlais Concert	Correspondence, programs and press information related to a concert with Jean Langlais
	1953-54	Correspondence, programs, Easter Festival program and music
	1954-55-56	Correspondence, Easter Festival program, programs, newsletter, membership information
	1956 Convention	Annual Convention program, Registration records, correspondence
	Correspondence – Official (Convention File – 1956 – Mtl)	
	1956-57	Correspondence, minutes, financial statement
	1956-57 - Récital Gaston Litaize	Ticket sales, correspondence, program, newspaper clippings
	1956-57	Organ Playing Contest, correspondence
2	1958-59-60 (Folder 1)	Correspondence, Easter Festival, newspaper clippings, bulletins
	1958-60 (Folder 2)	Correspondence, programs, bulletin
	1957-58	Correspondence, financial statement, programs, Festival of Church Music, bulletin, ICO 1957 London documents, newspaper clippings
	1960-61	Correspondence, publicity, programs, Treasurer's report
	1961-62-63	Correspondence, meeting minutes, summary of activities, directory of organists, programs
	1963-64-65	Correspondence, Annual Spring Festival Service, meeting agendas and minutes, summary of activities, programs, organ crawl
	1965-66	Correspondence, Annual Spring Festival Service, meeting minutes, summary of activities, programs
	1966-67	Financial statement, correspondence, meeting minutes, summary of activities, programs
3	1967-68	Correspondence, AGM agenda, programs, ICO 1067 program, Summary of Activities, John Robb competition
	1968-69	Annual program, correspondence, concert information, membership information, Treasurer's Report, programs
	1969-70	Annual program, correspondence, membership information, John Robb Competition, concert programs
	1970-71	Membership information, correspondence, AGM report, Financial Statement, RCCO Choir Festival, John Robb Competition, concert programs
	1971-92	Membership information, correspondence, financial statement, AGM report, John Robb Competition, concert announcements, programs, summary of activities
	1972-73	Financial statement, correspondence, programs, membership information

Container List

Box	File	
3	1973-74	Membership information, financial statement, correspondence, John Robb Competition
	1974-75	Correspondence, publicity
	1975-76	John Robb Competition, Financial statement, correspondence, RCCO exam information, membership information, service program
	1976-77	AGM agenda, organ crawl, membership information, Annual report, John Robb Competition, correspondence, programs
	Church Service, May 1977	service program, music
	1977-78	Correspondence, Annual Report, programs, John Robb Competition, membership information, financial statement
	1978-79	Newsletters, membership information, Financial statement, 1979 church service
	1979-80	Newsletters, AGM agenda, 1980 church service
	1980-81	Newsletter, membership information
4	John Robb Competition, 1984-85	
	Survey 1988 (not in file)	Completed surveys, sent out by the RCCO Montreal Centre, July 1988
	1988-89	Correspondence, AGM
	1989-90	Minutes, correspondence, membership information
	1990-91	Correspondence, minutes, AGM, programs
	1991-92	Correspondence, minutes, financial statements
	1992-93	Advertisements, minutes, correspondence, AGM Agenda

National Convention 1985

Container List

Box Folder

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|---|---|---|
| 4 | RCCO – Mtl Centre
(1985 Conv.) | Information pertaining to the 1985 ICO, Montreal. Includes correspondence, contracts, meeting announcements, Minutes of the Committee for the 1985 RCCO Convention from 1981-1985 |
| | National Convention 1985 -
Programmes, programs, Posters, etc. | Newspaper clippings, concert and convention posters, concert advertising |
| | National Convention 1985 -
Treasurer's File | (not contained in a file folder; held together by metal clip)
Financial statements, meeting minutes, correspondence |
| | National Convention 1985 -
Fund Raising File | (not contained in a file folder; held together by metal clip)
Receipts, correspondence, funding records |
| | National Convention 1985 -
Correspondence etc | photos of 1985 convention committee, correspondence, financial report, registration list, convention program, budget |

Minute Books and Financial Records

Container List

Box Folder

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|---|--|--|
| 5 | Canadian College of Organists Montreal Centre, Minute Book 1954 to 1962
Green, bound. Binding has fallen apart.
Minutes of the meetings of the Royal Canadian College of Organists Montreal Centre, 1963 to 1976. Black, bound.
Cash Book (brown)
Financial records 1950 to 1961
Treasurer's file, 1963 to 1967
Cash Book (blue)
Financial records May 29, 1964 to March 20, 1980 | |
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Miscellaneous

Container List

Box File

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|---|---|---|
| 6 | Easter Festival | Correspondence and programs relating to the annual Easter Festival, various years |
| | John Robb Competition | Summary of the competition's history from 1959 to 1978 |
| | Organ Crawls – RCCO | Background information on organs in the area |
| | American Guild of Organists, Guidelines for National Conventions, 1985 | |
| | Yearbook 1992-93, The Royal Canadian College of Organists | |
| | MusiCanada vol. 42
(Spring 1980) | Tribute to Healey Willan |
| | RCCO National Convention, Toronto, July 2-5, 1991 – program | |
| | American Guild of Organists, Biennial National Convention, June 22-26, 1964 – program | |
| | The Canadian College of Organists, Annual Convention, August 1958 – program | |
| | Brief history of the Canadian College of Organists | |
| | Photo – RCCO Montreal Centre Annual Choir Festival, 1964 (in envelope) | |
| | Photos – blue folder – assorted headshots | |
| | Membership forms | |

ICO 1993

Container List

Box File

- 7 Finance and Accounting – Financial Statements
1990-1993
Finance and Accounting – Audit
Exhibits & Other Miscellaneous Vouchers
Finance and Accounting – Miscellaneous Correspondence
- 8 ICO '93 Proposals (Refused) for Concerts – includes tapes
- 9 ICO '93 – Financing (blue duotang)
Guide Comment Constituer une Corporation Sans But Lucratif
Documents pertaining to the corporation of the ICO '93 name
ICO '93 - Financial Statements
ICO '93 - Correspondence
ICO '93 - Q.E. Hotel
Documents regarding convention rental space at The Queen Elizabeth Hotel
ICO '93 – Miscellaneous
Mailing list, programs, photos, newspaper clippings
ICO '93 – Programme & Prog. Budgets
ICO '93 – Meeting Agendas
ICO '93 – Advertising & Publicity
ICO '93 – Exec. Committee Minutes
- 10 ICO'93 – QST
Exhibits Exhibitor information for the convention
The Queen Elizabeth Rental statements for conference space at The Queen Elizabeth Hotel
Loose – insurance documentation
ICO/CIO '93 – Time & Expenses – G. Sicard
Admission Ticket Network – ticketing information
Correspondence
ICO General Info
Income Tax Returns
ICO – Company Reports
Payroll
ICO – GST

Alphabetical Files – Artist contracts, etc

- 10 Albrecht, Christoph
Anonymus (sic.)
Asselin, Pierre-Yves
Natalie Choquette
James D. Christie
Commission Competition (RCCO)
Composing for the Organ
Canadian Artists Series – noon
Contrat

Container List

Box	File
	Corwin, Mark (M.I.D.I.) Critics & Newspaper Art Daveluy, Raymond
11	Dodd, May Ann Ecumenical Service (and Morning Services) Eglises – Réservations Stephen Farr Final Concert Marnie Giesbrecht John Grew Guillou Hymn Society Innocenti ISO Competition Japan, Organs of Jean, Martin Lagacé, Jean Leupold, Wayne O'Driscoll O'Mears, William Organ and Audience Organ BLDG in QC, Raudsepp
12	Organ Duo Organ Specifications Owen, Barbara Palmer, David Physiatrie (Institut de Physiatrie du Québec) Pinson / Poirier Programmes Reading of Canadian Choral Rep. Ritchie / Rometo Role of Church Org. 21st Century David Rumsey Salinas, Arturo SMAM (Studio de Musique Ancienne) Toronto Organ Book Vansier (Hellerwork) Patrick Wedd Weir, Gilian (sic.) James Welch W. Woszczyk