

Note: In Tracker at
Description Level. Do not
use accession number to order,
use MUS #

CANADIAN MUSIC EDUCATORS' ASSOCIATION FONDS (MUS 258)

Preliminary Processing Report

↑
conferences etc.
28/9/05.

Date of Accession: January 15, 1997

Inclusive Dates: 1959-1995, n.d.

Description: Constitution and letters patent; by-laws; minutes of meetings; reports; contracts; financial documents; publicity; handbooks; newsletters; programs; documents concerning membership; evaluation forms; order forms; notes; press clippings; booklets; photographs taken mainly during conventions; etc.

Duplicates Removed: 50 cm.

Documents Removed: 1 m of invoices and bank statements.

Documents Transferred : 4 cm of programs.

Dimension: 4.14 m of textual documents. – 60 photographs. – 30 negatives. – 1 slide.

Boxing: March 6, 9-13, 16-19, 24, 25, 27, 30, 31; April 1-3, 1998; 272 folders; 23 boxes (20 upright; 3 flat - small).

Restrictions: none.


Stéphane Jean
April 6, 1998



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

1

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound / Enregistrement Sonore, Audiovisual / Audiovisuel, Machine Readable / Ordinologie, Photographic / Photographique, Printed / Imprimé, Paper / Papier, Other: / Autre

Table with 3 columns: Date of/de description (March 6, 1998), Signature (Stephane Jean), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains 18 rows of folder descriptions and their corresponding measurements and dates.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

2

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound / Enregistrement Sonore, Audiovisual / Audiovisuel, Machine Readable / Ordinolingue, Photographic / Photographique, Printed / Imprimé, Paper / Papier, Other / Autre

Table with 3 columns: Date of/de description (March 9, 1998), Signature (Stéphane Jean), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains 31 rows of folder data.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

6

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound, Audiovisual, Machine Readable, Photographic, Printed, Paper, Other: (with checkboxes)

Table with 3 columns: Date of/de description, Signature, Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S)



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds
CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)
MUS 258 (1997-3)

Box Number/Numéro de boîte 7
Dimension 20 cm

Restrictions

Medium/Support

Recorded Sound, Audiovisual, Machine Readable, Photographic, Printed
Enregistrement Sonore, Audiovisuel, Ordinolingue, Photographique, Imprimé
Paper, Other:
✓ Papier, Autre:

Date of/de description: March 13, 1998
Signature: [Handwritten Signature]
Page 1 of/de 1

Table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows 75-87 with details on membership and subscriptions.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

8

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic Printed
Enregistrement Sonore Audiovisuel Ordinologie Photographique Imprimé
Paper Other:
✓ Papier Autre:

Table with 3 columns: Date of/de description, Signature, Page 1 of/de 1. Includes date March 16, 1998 and a signature.

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Lists folders 88-98 with descriptions like 'BC membership' and 'Alberta membership'.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

10

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound, Audiovisual, Machine Readable, Photographic, Printed, Enregistrement Sonore, Audiovisuel, Ordinolingue, Photographique, Imprimé, Paper, Papier, Other, Autre

Table with 3 columns: Date of/de description, Signature, Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S)



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

11

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic Printed
Enregistrement Sonore Audiovisuel Ordinolinguie Photographique Imprimé

Paper Other:
Papier Autre:

Table with 3 columns: Date of/de description (March 18, 1998), Signature (handwritten), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows 126-138 detailing membership and board meeting records.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

12

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound / Enregistrement Sonore, Audiovisual / Audiovisuel, Machine Readable / Ordinologie, Photographic / Photographique, Printed / Imprimé, Paper / Papier, Other: / Autre

Table with 3 columns: Date of/de description (March 19, 1998), Signature (Stephane Pear), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows 139-148 with descriptions of board meetings and finances.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

13

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound / Enregistrement Sonore, Audiovisual / Audiovisuel, Machine Readable / Ordinolingue, Photographic / Photographique, Printed / Imprimé, Paper / Papier, Other: / Autre

Table with 3 columns: Date of/de description (March 24, 1998), Signature (Handwritten), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Rows 149-158 contain 'Executive secretary: correspondence and other documents.' with varying dates and '2 cm' dimensions.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

14

Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound / Enregistrement Sonore, Audiovisual / Audiovisuel, Machine Readable / Ordinolingue, Photographic / Photographique, Printed / Imprimé, Paper / Papier, Other: / Autre

Table with 3 columns: Date of/de description (March 25, 1998), Signature (Stephane Jean), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows 159-169 with descriptions of executive secretary correspondence and CMEA conferences.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds
CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)
MUS 258 (1997-3)

Box Number/Numéro de boîte 15
Dimension 20 cm

Restrictions

Medium/Support

Recorded Sound, Audiovisual, Machine Readable, Photographic, Printed
Enregistrement Sonore, Audiovisuel, Ordinolingue, Photographique, Imprimé
Paper, Autre:
Papier

Table with 3 columns: Date of description (March 27, 1998), Signature (Handwritten), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains 19 rows of folder data.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

18

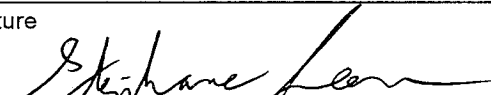
Dimension

20 cm

Restrictions

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic Printed
 Enregistrement Sonore Audiovisuel Ordinolingue Photographique Imprimé
 Paper Other:
 Papier Autre:

Date of/de description April 1, 1998	Signature 	Page 1 of/de 1
---	---	----------------

FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
207	Contemporary Showcase: programs; pamphlet; history; etc.	1 cm	1970-1989, n.d.
208	Copyright.	3 items	1984-1986
209	CM Books: correspondence; publicity; catalogues; etc.	1 cm	1990-1994, n.d.
210	Canadian Association for Music Therapy: correspondence; newsletters; bibliography; etc.	0.5 cm	1985-1992, n.d.
211	Canadian Federation of Music Teachers' Associations: correspondence; brochures.	0.5 cm	1975-1979, n.d.
212	Community Colleges: correspondence and other documents.	12 items	1975-1977
213	David Curtis - Research project request.	6 items	1994, n.d.
214	FAMEQ: newsletters.	1 cm	1979
215	FAMEQ conferences: brochures.	2 items	1989-1990
216	Carolyn Mildom - fund raising.	1.5 cm	1985-1986, n.d.
217	Fund raising.	1 cm	1989, n.d.
218	International Year of Canadian Music - Electroacoustic Music Education Project.	2 items	1985, n.d.
219	International Society for Music Education: correspondence and other documents.	0.5 cm	1990-1993, n.d.
220	Keeping Up With Orff-Schulwerk in the Classroom: periodicals.	6 items	1978-1981
221	Kodály Institute of Canada: correspondence; report; publicity; etc.	0.5 cm	1975-1979, n.d.
222	Alfred Kunz: letter; vocal catalogue.	1.5 cm	1981-1982
223	Computer grant application.	1.5 cm	1986-1987, n.d.
224	MMEA - CMEA affiliation.	1 cm	1968-1980, n.d.
225	Levy ans Associates: correspondence.	6 items	1993-1994
226	Licensing Copyright Cleared Music for Churches.	0.5 cm	1994
227	Music room specifications.	0.5 cm	1974-1977, n.d.
228	NSMEA: constitution; handbook; newsletter; etc.	0.5 cm	1983-1984, n.d.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

21

Dimension

6 cm

Restrictions

Medium/Support

Recorded Sound / Enregistrement Sonore, Audiovisual / Audiovisuel, Machine Readable / Ordinolingue, Photographic / Photographique, Printed / Imprimé, Paper / Papier, Other: / Autre

Table with 3 columns: Date of/de description (April 3, 1998), Signature (Stéphane Perron), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows for folders 264, 265, and 266, all with 'Membership list(s)' descriptions and '2 cm' dimensions.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

22

Dimension

6 cm

Restrictions

Medium/Support

Recorded Sound, Audiovisual, Machine Readable, Photographic, Printed
Enregistrement Sonore, Audiovisuel, Ordinolingue, Photographique, Imprimé
Paper, Other:
✓ Papier, Autre:

Table with 3 columns: Date of/de description (April 3, 1998), Signature (Stephane Pa...), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows for folders 267, 268, and 269, all with 'Membership lists' and dates 1982, 1982, and 1981 respectively.



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM

DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN MUSIC EDUCATORS' ASSOCIATION

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 258 (1997-3)

Box Number/Numéro de boîte

23

Dimension

6 cm

Restrictions

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic Printed
Enregistrement Sonore Audiovisuel Ordinolingue Photographique Imprimé
Paper Other:
✓ Papier Autre:

Table with 3 columns: Date of/de description (April 3, 1998), Signature (Stephane Fan), Page 1 of/de 1

Main table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains entries for Membership lists, Ledger, and Financial documents.



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

BOX 1

***contents -
binders, files***

St Catharines Resource Centre

Executive Secretary - Wallace Laughton

various years (1960s-1980s)

number of linear feet - 3' 4"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 2

contents-

papers, binders

St Catharines Resource Centre

Executive Secretary - Wallace Laughton

various years (1960s-1980s)

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 3

papers, binders

National Office

Executive Secretary - Diana Brault

Publications: advertising rates

editors

production

Newsletter

1983-

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 4

files

subscriptions, corporate membership

1980s- 1994

number of linear feet - 2'



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 5

membership

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 6

financial records and membership

1980-1994

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 7

ST CATHARINES RESOURCE CENTRE

membership

1980-1986

number of linear feet - 1 '



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 8

CMEA CONFERENCES

1961-1994

also

EXECUTIVE SECRETARY - DIANA BRAULT
financial records 1983-

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 9

papers,

EXECUTIVE SECRETARY - DIANA BRAULT

NATIONAL OFFICE

1982-1995

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 10

CANADIAN ARTISTS SERIES

(1987-1989)

EXECUTIVE SECRETARY - DIANA BRAULT
administrator and head of writing team

number of linear feet - 1' 4"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 11

CMEA BOARD MEETINGS

1981-1991

number of linear feet - 10"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 12

CMEA BOARD MEETINGS

1992-1995

also

***FINANCIAL RECORDS -
SECRETARY-TREASURER,
ALAN JANZEN
1986-***

number of linear feet- 12"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 13

GENERAL FILES (non-CMEA origin)

NATIONAL OFFICE

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 14

CMEA FILES

NATIONAL OFFICE

number of linear feet - 1' 5"



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 15

FINANCIAL RECORDS

SECRETARY-TREASURER, RUTH SCHILLER

(pre 1987)

Number of linear feet - 1'



CANADIAN MUSIC EDUCATORS' ASSOCIATION

L'ASSOCIATION CANADIENNE DES EDUCATEURS DE MUSIQUE

CMEA ARCHIVAL MATERIAL

Box 16

FINANCIAL RECORDS

SECRETARY-TREASURER, RUTH SCHILLER

(pre 1987)

number of linear feet - 8"