

# MG 359 Red Deer Museums' Staff Association fonds

## Scope and Content

Fonds consists of the administrative records created and used by the Red Deer Museum Staff Association and the Normandeau Staff Association.

The types of records include agendas, minutes, correspondence and policy binders.

No series assignment has been applied to the records in this fonds.

## Date of Records

1989-2006

## Physical Description

8.4 cm of textual records

## Material Types (GMD)

Textual records

## Restrictions on Access

Some restrictions indicated.

## Creator Information

**Authority Name** Red Deer Museums' Staff Association

**Authority History** On February 15, 1989 a group of staff decided to formally organize an association that incorporates the staff of the Red Deer & District Museum, Kerry Wood Nature Centre, and Fort Normandeau under the name "the Red Deer Museums' Staff Association". The purpose of this Association was to "communicate amongst ourselves, represent the interests of staff, and actively communicate with the Board in the interests of the museums' system."

This organization grew out of a change in the Museum Management Board structure and concerns about unionization and merger into the City of Red Deer system. There were meetings and correspondence around these changes and concerns, including requesting that a non-management staff member have a seat at the Board. Following the creation of the Association, they changed that request to have an Association member attend in the capacity of Observer.

The Association dissolved when the members of it became part of the local CUPE 417-06 union, around the same time that the Normandeau Cultural and Natural History Society ended its operations. This took place by 2008.

## Notes

### Finding Aids

File list available

### Related Materials

MG 261 Red Deer & District Museum Society fonds

MG 263 Normandeau Cultural and Natural History Society fonds

MG 349 Waskasoo Environmental Education Society fonds

**Physical Condition**

Records are in good condition.

**Arrangement**

Original order is maintained.

**Language of Material**

English

**Custodial History**

Records were transferred in 2 accessions in 2007. Records created as per daily business and operation function of the Red Deer Museum Staff Association and the Normandean Staff Association.

**Accruals**

No further accruals are expected.

**Accession Numbers**

2007-134

2007-146

Accession #	Box #	File #	Record Description / File Title	Date Range	Extent (cm)	Restrictions	Description
2007-134	1	1	Policy and Human Resources Plan	1998	0.3		Memos ; progress reports ; correspondence
2007-134	1	2	Human Resources	1992-1997	0.6		Report - Proposal to Conduct an Evaluation of the Position Descriptions and Renumeration System, 1992 ; interview questions
2007-134	1	3	Minutes	1996	0.7		Minutes of the Staff Association
2007-134	1	4	Personnel	1995	0.5		Minutes of the Staff Association ; correspondence re: executive director search, staffing levels
2007-134	1	5	Correspondence	1994	0.1		Proposal to Channel Financial Resources within the Red Deer and District Museum and Archives Community
2007-134	1	6	Personnel	1989-1993	2.0		Includes correspondence re staffing, sick leave, benefits ; Staff Association minutes
2007-134	1	7 (1 of 2)	Policy Manual	1998-2006	2.0		Normandeau Cultural and Natural History Society policy manual
2007-134	1	7 (2 of 2)	Policy Manual	1998-2006	1.8		Normandeau Cultural and Natural History Society policy manual

<b>Accession #</b>	<b>Box #</b>	<b>File #</b>	<b>Record Description / File Title</b>	<b>Date Range</b>	<b>Extent (cm)</b>	<b>Restrictions</b>	<b>Description</b>
2007-146	1	1	Normandeau Staff Association	1999-2002	0.4		Correspondence ; minutes