

# Margaret Friesen fonds

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THE UNIVERSITY OF BRITISH COLUMBIA



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# Fonds Description

**Margaret Friesen fonds.** – 1972-1995.

2.81 m of textual records.

1 video reel.

1 videocassette.

## Biographical Sketch

Margaret Friesen obtained her B.A. (1966) and B.L.S. (1970) and MLIS (1997) from the University of British Columbia. She began work in the UBC Library in 1970 and became Division Head of Inter-Library Loan in 1972. Friesen served as president of the British Columbia Library Association (1983-1985) and as executive liaison to the B.C. Newspaper Project, on the Board of Directors of the Pacific Northwest Bibliographic Center (1972-1982), and president of the University of British Columbia Library Association (1985/86).

## Scope and Content

The fonds consists of following series: Pacific Northwest Bibliographic Center (1972-1984), British Columbia Library Association (1983-1987), B.C. Newspaper Project (1983-1988), B.C. Post Secondary Interlibrary Loan Network (1974-1995), Pacific Northwest Library Association (1978-1986), General Interlibrary Loan Material (1976-1995), Miscellaneous (1981-1994), and Library Collection Reorganization Project (1994-1997).

## Notes

Title based on the contents of the fonds.

## Series Descriptions

**Pacific Northwest Bibliographic Center.** - 1972-1984.

39 cm of textual records.

Series consists of minutes, correspondence, memos and reports relating to the Pacific Northwest Bibliographic Center.

**British Columbia Library Association.** - 1983-1987.

60 cm of textual records.

1 video reel.

1 videocassette.

Series consists of minutes, annual reports and subject files generated through Friesen's association with the B.C. Library Association. It also includes two copies of a video "What in the World Do You Want to Know?" (1986).

**B.C. Newspaper Project.** - 1983-1988.

13 cm of textual records.

Series consists of planning documents, grant applications, financial records and correspondence associated with the B.C. Newspaper Project, a Canadian Studies research Tools grant awarded to the B.C. Libraries Association. Margaret Friesen served as Principal Co-Investigator the project. The files include information about planning for the project, prior grants from the National Library of Canada, B.C. Heritage Trust, Library Services Branch and the SSHRCC grant. The project resulted in the creation of the "Union Catalogue of B.C. Newspapers".

**B.C. Post Secondary Interlibrary Loan Network.** - 1974-1995.

1.04 m of textual records.

Series consists of financial records, reports, correspondence, manuals which document the development of the B.C. Post Secondary Interlibrary Loan Network (NET) from its inception in 1977 to the transfer of responsibility for maintaining the resource from the UBC Library to the B.C. Electronic Library Network in 1995.

**Pacific Northwest Library Association.** - 1978-1986.

13 cm of textual records.

Series consists of minutes, reports and published material.

**General Interlibrary Loan Material.** - 1976-1995.

11 cm of textual records.

Series consists of annual reports and correspondence generated by the UBC Library Interlibrary Loan Division (1976-1995) and other collected materials.

**Miscellaneous.** - 1981-1994.

5 cm of textual records.

Series consists of Margaret Friesen's committee files (1981, 1983, 1992-1994) and miscellaneous library reports.

**Library Collection Reorganization Project.** - 1994-1997.

35 cm. of textual records.

The series consists of records generated by Margaret Friesen who coordinated the Library's Collection Reorganization Project in preparation for the move of books to the new Koerner Library and also the subsequent redistribution of material in the Main Library.

# File List

## Box 1

### PACIFIC NORTHWEST BIBLIOGRAPHIC CENTER

- 1-1 Minutes (1972-1983)
- 1-2 Correspondence (1974-1981)
- 1-3 Financial Statements (1976-1982)
- 1-4 Reports (1973-1983)
- 1-5/6 Miscellaneous Memos, Reports (1972-1978)

## Box 2

- 2-1/6 Miscellaneous Memos, Reports (1978-1981)

## Box 3

- 3-1 Annual Report (1964-1981)
- 3-2 Pacific Northwest Library Association - Survey Data (1984)
- 3-3 Video Tape

## Box 4

### BRITISH COLUMBIA LIBRARY ASSOCIATION

#### Administration

- 4-1/6 Agenda, Executive Meetings (May 1983-March 1986)
- 4-6 Annual General Meeting (1984-1986)
- 4-7 Annual Report (1982/83-1985/86)
- 4-8 Correspondence Index (April 1984-Jan. 1987)
- 4-9/12 Minutes of Executive Meetings (April 1983-April 1987)
- 4-13 Other
- 4-14 Awards Committee (1983-1987)
- 4-15 BC Libraries Week (1986)
- 4-16 Book & Periodical Development Council (1984)
- 4-17 Book Awards Committee (1984/85)
- 4-18 Business Fair (1983-1985)

- 4-19 Certification Issue(1984/85)
- 4-20 Charitable Status (1985/86)
- 4-21 College & Institute Brief (1985)
- 4-22 Compuline (1984)
- 4-23 Conference Planning (1982-1986)
- 4-24/27 Conference Programs (1982-1986)
- 4-28/29 Continuing Education Committee (1983-1985)
- 4-30 Copyright Issue (1985-1987)
- 4-31 Electronic Mail - Envoy (1984/85)
- 4-32 Fundraising Committee (1985-1987)

#### Fundraising - Donors

- 4-33 Baker & Taylor (1986)
- 4-34 BC Telephone Co. (1986)
- 4-35 H.A. Simons (1986/87)
- 4-36 Microtel Pacific Research (1986/87)
- 4-37 Pemberton Houston Willoughby (1986/87)
- 4-38 Sydney Development Corp. (1986/87)
- 4-39 Textran (1986)
- 4-40 Fundraising - Foundations (1986)
- 4-41 Fundraising - Foundations - Vancouver Foundation (1986)
- 4-42 Fundraising - Proposal (1985/86)
- 4-43 Fundraising - Prospects (1986)
- 4-44 Government Publication Committee (1983-1987)
- 4-45 Intellectual Freedom (1984-1986)

#### Box 5

- 5-1 Liaison - Action Plan / Library Technicians / Other (1983-1985)
- 5-2 Liaison - BC Library Trustees Association (1981-1984)
- 5-3 Liaison - CLA Council / Provincial Representatives (1983-1985)
- 5-4 Liaison - National Librarian (1984)
- 5-5 Liaison - Pacific Northwest Library Association (1984)
- 5-6 Library Initiative & Action Committee (1984-1986)
- 5-7 Membership Recruitment (1985/86)
- 5-7a Public Libraries Development Committee (1986)
- 5-8 Public Relations (1985/86)
- 5-9 Publications Committee (1983)

- 5-10 Records Management (1984)
- 5-11 Reporter Editors (1983/84)
- 5-12 75th Anniversary (1985)
- 5-13 Volunteers - General (1984-1986)
- 5-14/17 Volunteers - Thank You Letters (1983-1986)

Video Tapes (transferred to University Archives Video Tape Collection for storage)

- VT 361 B.C. Libraries Association "What in the World Do You Want to Know?"  
October 10, 1986. Two copies - 1" reel, VHS cassette

## Box 6

### B.C. NEWSPAPER PROJECT

- 6-1 Planning - BCLA Committee, reports, correspondence (1983/84)
- 6-2 Grant - National Library of Canada, Phase 1  
Preparation of Plan (1984)
- 6-3 Grant - National Library of Canada, Phase 2  
Preparation of checklist, bibliographic inventory; cataloguing/coding manual, standards (1985)
- 6-4 Grant - B.C. Heritage Trust  
Survey of B.C. newspaper collections, report on condition and storage (1985)
- 6-5 Grant - Library Services Branch  
Results of "Survey", cataloguing manual (1983-1985)
- 6-6 Grant - National Library of Canada, Phase 3  
Inventory of newspapers in Legislative Library, Provincial Archives, detailed holdings of these newspapers (1985/86)
- 6-7 Reports (1984-1986)  
Committee reports, progress reports, correspondence, planning documents  
  
Grant - Social Sciences and Humanities Research Council of Canada
- 6-8 Grant Proposal / Correspondence (1987/88)
- 6-9 National Library of Canada - Correspondence / Deliverables (1987)
- 6-10 Accounts - General (1986/87)
- 6-11 Accounts - UBC billings (1987)
- 6-12 Contracts - Ken Field / Hana Komorous (1986)

- 6-13 Planning - UBC Site (1985/86)
- 6-14 Progress Reports (1987)  
Thank you letters to committee members, project team, administrators, and sponsors (1987-1988)

Box 7

B.C. POST SECONDARY INTERLIBRARY LOAN NETWORK

The B.C. Post Secondary Interlibrary Loan Network (more commonly referred to as NET) was created by the Ministry of Education in 1977. As part of the original mandate, the UBC Library was assigned responsibility for the whole network. Net played a critical role in the development of interlibrary lending among B.C.'s post-secondary institutions. NET developed standard ILL policies, facilitated training, implemented new technologies, and provided centralized administrative and records-keeping services. In October 1995 UBC's Margaret Friesen relinquished management responsibility for NET service and coordination responsibilities were transferred to the B.C. Electronic Library Network (ELN). [Information from UBC Library Bulletin, December 1995]

- 7-1/15 Origins, Mandates, Funding, Policies and Procedures (1976-1991)
- 7-16/20 Financial Records - Invoices (1981-1985)

Box 8

- 8-1 Financial Records - Invoices (1986)

Monthly Statements

- 8-2 UBC Operations (1978-1986)
- 8-3 Network Transactions (1978-1986)
- 8-4 Network Management (1980-1986)

Box 9

- 9-1 B.C. Union Catalogue (1980-1983)
- 9-2 CATSS (Catalogue Support System, UTLAS) - Manual (1980)

- 9-3 Correspondence (1977-1982)
- 9-4 Management Advisory Council (1977-1981)
- 9-5 Manual (1982)
- 9-6 Report (1977/78)
- 9-7/12 Statistics - Net Quarterly Reports (1981-1986)

Box 10

- 10-1/4 Workshops (1978, 1981, 1982, 1984)
- 10-5 MEC (Media Exchange Cooperative) - Quarterly Summaries (1983-1987)
- 10-6/8 MEC Invoices (1983-1987)

Box 11

- 11-1 Reports on ILL and related networks to various agencies, pre-NET and post-NET (1974-1983)
- 11-2 NET Advisory Committee - Correspondence, minutes, reports (1990-1992)
- 11-3 NET Annual Reports (1987-1995)  
MEC Annual Report (1984-1992)
- 11-4 NET - Correspondence (1988-1995)
- 11-5 MEC - Correspondence (1992/93)
- 11-6 NET Management Manual of Procedures (1994)
- 11-7 NET Manual (1988)
- 11-8 MEC Policy and Procedures Manual (1993)
- 11-9 NETFAX Manual (1991)
- 11-10 ENVOY - Manual (1991) / Correspondence (1992-1994)
- 11-11/13 UBCLINC - Manuals, reports, correspondence (1989-1993)
- 11-14 National Library - B.C. Resource Sharing Meeting (1986)
- 11-15 National Library - Resource Network Committee (1983/84)
- 11-16 National Library - Misc. (1993)
- 11-17 NET Correspondence 1977-1979
- 11-18 NET Correspondence 1980-1981
- 11-19 NET Correspondence 1982-1983
- 11-20 NET Correspondence 1984-1991
- 11-21 Communications - Envoy Electronic Mail (1977-1984)
- 11-22 MEC - Misc. (1985-1991)
- 11-23 MEC - Policies and Procedures Manual (1989)
- 11-24 NET Budget (1981-1985)
- 11-25 NET Statistics (1977-1986)
- 11-26 Training - NET Workshops (1978-1987)

11-27 Training - Other Workshops, Seminars and Speeches (1982-1992)

Box 12

Electronic Library Network

- 12-1 ELN Advisory Committee - Minutes, correspondence, reports (1992/93)
- 12-2 ELN ILL Working Group - Correspondence, minutes, reports (1992/93)
- 12-3 ELN Media Database Working Group - Correspondence, minutes (1990/91)
- 12-4 ELN Reference Database Committee - Minutes, correspondence (1990/91)
- 12-5 ELN Resource Sharing Task Group (1994/95)
- 12-6 ELN Survey (1992)
- 12-7 B.C. Post Secondary Interlibrary Loan Network transition to ELN -  
Correspondence, reports (1993-1996)

PACIFIC NORTHWEST LIBRARY ASSOCIATION

- 12-8 Board Meetings (1983-1985)
- 12-9 Resource Sharing Committee (1984-1986)
- 12-10 Resource Sharing Committee - Report (1984)
- 12-11 Washington State Library News (1982-1986)  
University of Washington Libraries Focus (1978-1985)

Box 13

INTERLIBRARY LOAN - GENERAL

University of British Columbia - Interlibrary Loan Division

- 13-1 Annual Report (1985-1988)
- 13-2 Annual Report (1988/89)
- 13-3 Annual Reports (1989-1993)
- 13-4 Correspondence (1976-1995)
- 13-5 ILL Reports - B.C. and Other (1977-1985)
- 13-6 Greater Vancouver Library Federation - Correspondence and manuals (1984-  
1993)
- 13-7 University Colleges (1989-1991)

13-8 Services to Off-Campus Users (1976-1991)

## MISCELLANEOUS

- 13-9 M. Friesen's Committee files  
Library Services to Distance Education Students - Report (1983)  
Library Response to "Looking Beyond" - Report (1981)  
President's Advisory Committee on Employment Equity - Minutes (1992-1994)
- 13-10 Miscellaneous reports

Box 14

## LIBRARY COLLECTIONS REORGANIZATION PROJECT

- I - Collections Move from Main Library to Koerner Library  
(July 1994- January 1997)
- 14-1/12 General/Decision making/Project Management, Chronology
- 14-13/17 Koerner Library Collection - Mapping
- 14-18 Koerner Library Collection - Reference - Floor 2
- II - Main Library, Fine Arts, Math Library, Floor 7 Storage (1997/98)
- 14-19-24 General - Measurements, strategy, project management
- 14-25/34 Main Library - Floors 1-7 - Many moves
- 14-35/37 Main Library - Floor 7 - Storage (analysis, inventory, cleanup)