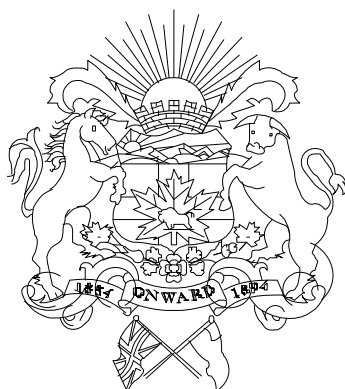


**XV OLYMPIC WINTER GAMES
INVENTORY TO THE
RECORDS OF THE COMMUNICATIONS GROUP
PART I**



THE CITY OF CALGARY
CITY CLERK'S DEPARTMENT



PREFACE

The City of Calgary Archives is a section of the City Clerk's Department. The Archives was established in 1981. The descriptive system currently in use was established in 1991. The Archives Society of Alberta has endorsed the use of the Bureau of Canadian Archivists' Rules for Archival Description as the standard of archival description to be used in Alberta's archival repositories. In acting upon the recommendations of the Society, the City of Calgary Archives will endeavour to use RAD whenever possible and to subsequently adopt new rules as they are announced by the Bureau.

The focus of the City of Calgary Archives' descriptive system is the series level and, consequently, RAD has been adapted to meet the descriptive needs of that level. RAD will eventually be used to describe archival records at the fonds level.

The City of Calgary Archives creates inventories of records of private agencies and individuals as the basic structural finding aid to private records. Private records include a broad range of material such as office records of elected municipal officials, records of boards and commissions funded in part or wholly by the City of Calgary, records of other organizations which function at the municipal level, as well as personal papers of individuals. All of these records are collected because of their close relationship to the records of the civic government, and are subject to formal donor agreements.

The search pattern for information in private records is to translate inquiries into terms of type of activity, to link activity with agencies which are classified according to activity, to peruse the appropriate inventories to identify pertinent record series, and then to locate these series, or parts thereof, through the location register. Inventories of private records can also be accessed through the inventory of any civic department to which it might happen to be linked.

Existing inventories of private records are revised as additions of records are received and described at the Archives.

INTRODUCTION

The records of OCO'88, the organizing committee for the staging of the XV Olympic Winter Games, were acquired by the City of Calgary Archives through an agreement signed 1990 January 22 between The City of Calgary, the Calgary Olympic Development Association (CODA) and the XV Olympic Winter Games Organizing Committee. The process of arrangement and description began before that time with the permission of CODA.

The records described in this inventory are part of accession PR-90-001. The original extent of the entire collection of records from OCO'88 at the time of the accession was approximately 620 containers. With records received as the result of an accrual of OCO'88 material in 1991 August, the total extent of the records of the Communications Group of OCO'88 after arrangement and description is approximately 62 m.

This inventory was prepared by Glennda Leslie, Lisa Hennessey and Mary McIntosh from 1993 to 1995.

ACKNOWLEDGEMENT

The City of Calgary Archives would like to thank the Calgary Olympic Bid Committee 2002 for its generous support in the publication of this inventory.

ADMINISTRATIVE HISTORY

A "Communications" section was part of the organizational structure of OCO'88 from its formation, although it sometimes appeared on early organizational charts under various other names, such as "Public Affairs" or "Public Relations." The title "Communications" was most frequently used, however.

Frances Jackson, the first Vice President of Communications, was among the very first appointments to the administration of OCO'88 in 1982. Initially, she was to report to the Vice President of Marketing, although this reporting structure was soon changed if it ever existed in practice. Her mandate was to be "accountable for the provision of a group of communication services related to the positive identity and image of the XV Olympic Winter Games through the expertise and leadership provided to professionals and administrative staff that achieves the images being sought for this unique event." These duties included public relations, publicity, press, radio and television services and the cultural programme for the 1988 Olympic Winter Games, and extended into Language Services, a Library/Archives programme, and developing the graphics for the 1988 Games. An organizational chart of the Communications "Group" distributed these tasks among five Departments: Media Relations, Public Relations, Culture, Language Services and Archives. The records of this series do not clearly reflect the existence of these separate Departments, but they do reflect the importance given to OCO's relations with the media right from the onset of its work.

Relations with the media became so important in the work of the Communications Group that by 1983/1984, a separate Media Division (Public Relations) was being formed. This Division was fully functional by 1986 with Jim Waters as General Manager. Bill Payne took over this position in 1987. The Media Division consisted of the Media Department with Othmar Stein as Manager and the Information Services Department, with Gary Arthur, later Terry Steward, as

Manager. Before the Games these two Departments had separate functions but during Games time they united to form one media unit.

The Information Services Department was mandated to coordinate and disseminate Olympic information. Activities included preparation of International Olympic Committee (IOC) reports, media guides, press releases and newsletters. Other programs included the INFO'88, a computerized system available at the Athletes' Villages, the Main Press Centre and sports venues. Language Services was also part of Information Services, with the responsibility of providing translation and interpretation services.

During the early years of OCO'88, the work of Community Relations was not part of the Communications mandate, but was a separate section under Vice President Don Siler. The primary function of Community Relations at that time was to provide volunteers and was responsible for public relations at the local level. The volunteer programs were taken over by Team'88 Services Group when it was established in early 1987. With the reorganization of OCO'88 in 1986, Community Relations became a Division of the Communications Group under the Public Relations Department with Phyllis Berck as Manager. Community Relations promoted the Games through distribution of promotional material, conducting venue tours, overseeing the design and installation of Olympic pageantry and scheduling the appearances of the Olympic mascots. Other activities included programs such as the Speaker's Bureau, appearances by former Canadian Olympic athletes, an Olympic telephone information line, education resource kits and the Calgary Olympic Centre, an exhibition and information facility.

By the spring of 1984, the senior management of OCO'88 had determined that a senior Vice President was required to handle the communications and public relations functions of OCO'88. Jerry Joynt was hired as the new Vice President, Communications, and Frances Jackson Dover remained within the Group as General Manager of the Culture Division up until

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1987 October. After that time, John Richels, General Manager, Law assumed Dover's role.

The Culture Division, under Frances Jackson Dover, was responsible for the organization of the Opening and Closing Ceremonies, medal presentations, venue recognition ceremonies and the Olympic Arts Festival.

SCOPE AND CONTENT NOTE

The records of the Communications Group of OCO'88 consist of 23 series, each of which is introduced by an "Administrative History" section and a "Scope and Content" note. Lengthier narratives have been added at the series level, rather than in the "Administrative History" of the Communications Group above. In some cases, added "Notes" complete the Series Descriptions.

Series I and II are the records of the Vice Presidents, Communications Group: Frances Jackson Dover and Jared Joynt. Series III to XI contain the records of the Public Relations Division. The records of the Media Division can be found in Series XII to XIV, with Culture Division records in Series XV to XXII. An artificial series of publications, cultural historic items and other ephemera concludes the Series Descriptions.

The records of the Communications Group are "multiple media," but the vast majority of the material is textual. Photo prints have been enclosed in acid-free enclosures and remain with their original files; oversize material (blueprints and plans) have been removed from their original files and placed in appropriate oversize storage. Notes have been added to indicate where this has been done. Listings of all oversize material from each series have been placed at the end of the "File Listing" section for each Series. Videos, sound recordings, film and computer diskettes may also be found in some of the Series. No special conservation measures have been taken for these media at this time.

The main conservation problem in these records was that of facsimile documents. All "faxed" documents have been photocopied for the purposes of preservation. Where possible, newspaper clippings have also been photocopied for preservation purposes.

DESCRIPTION OF RECORDS

I. Communications Group, Vice President Frances Jackson, Correspondence, Press Releases and Reference Material. -- 1971-1988; (predominant 1982-1984). -- 2.8 m of text and other material.

Administrative History: Frances E. Jackson came to OCO with an extensive background in communications and marketing, and as the Director, Communications/Marketing for the Banff Centre since 1979. Her mandate as the first Vice President of Communications was to be responsible for "press, government and public relations, the cultural program and all OCO'88 communications needs" (from Calgary 1988 Olympic Winter Games: Fact Sheet, 1983 November 15). Ms. Jackson remained as Vice President until 1984 when she became General Manager of the Culture Division of the Communications Group, and Jerry Joynt was appointed the new Vice President of Communications (see Series II).

Scope and Content: This series is mainly textual, but also includes some plans, sound cassettes, photo prints and charts. Most of the material in this series arrived in moving boxes and was in no particular order. Some files consist of material which was found loose in the moving boxes, and these instances are noted in the file listing below. In some cases, some order has been artificially given to the files for ease of reference. These records have been divided into four sub series as follows:

Media and IOC Press Commission: these files reflect the importance of the relations between the newly formed Olympic organizing committee, OCO'88, and the media (especially the press) for portraying to the public a particular image of the organizing committee. This sub series also includes agenda, minutes and reports from meetings of the IOC Press Commission and IOC Press Sub-Commission.

General Files: these are general correspondence and reference files of Frances Jackson and Jane Shortts, the Director of Media Relations under Jackson. There is also some overlap in 1983/84 with the correspondence of Jerry Joynt as he took over the role of Vice President, Communications. Records of the first President of OCO'88, David Leighton, may also be found in this sub series.

Publications and Manuals: this sub series includes newspaper and magazine articles on OCO'88, its facilities and venues, as well as published information on other Olympic cities.

Project Breakdown Structure: these are early budget files on the various venues and facilities being prepared for the XV Olympic Winter Games.

The other material consists of 24 plans, two photo prints, two photographic plans, two maps, and two sound cassettes.

The title is based on the contents of the boxes.

A file listing follows.

File listing:

SUB SERIES: MEDIA AND IOC PRESS COMMISSION

Box 1

Press Centre, 1980-1984. (2 folders; oversize floor plans of TV, radio and press center from Innsbruck have been placed into a map folder in Map Cabinet 1/5)

[Press Centre], 1972-1982. (Compiled from loose material found in the moving box; the very early material consists of reports from the Canadian Olympic Association; three oversize photographic plans have been placed into a map folder in Map Cabinet 1/5)

Microfiche (Newsclippings), 1982.

Media Village, 1982-1985.

Media Policy, 1983.

Media Training Workshop, 1983.

Interview Training, n.d.

Media/Press Correspondence, 1984-1985. (1st of 2 folders; includes copy of Soviet Sport and two sound cassettes)

Box 2

Media/Press Correspondence, 1984-1985. (2nd of 2 folders)

Media/Press, Misc[ellaneous], 1983-1985. (2 folders)

Press Breakfasts, 1983.

Media/Press Interviews & Tours, 1983-1985.

Media Requirements, 1984. (2 folders)

Manager, Media, 1983-1984. (Includes correspondence with Jerry Joynt)

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Box 3

[Media Division], 1983.

Accreditation, Media, 1984-1985.

Press Releases, 1982-1983.

Press, International Releases, 1982-1983.

[Press Releases, Federal Government, Communiqué], 1984. (Package from Fitness and Amateur Sport)

[Press Releases, Coca-Cola], 1984.

Press Releases 1984.

Press Releases, Extras, 1985.

[Press Releases], Media, 1985.

Press Conference, 27 October'83, Citizens' Advisory Committee, 1983.

Press Conference, 26 October'83, Bennett Report, 1982-1983.

[Press] Briefing Following Board Meeting, December 16, 1983.

[Press Briefing, December 1983]

Press Briefing Following Board Meeting, 18 November 1983.

[Press Conference, July 1983]

Box 4

Press Conference, 10 November 1983, World Games for the Disabled, 1983.

Press Releases (Copies), May 1983-January 1984.

SISMO'84, 1984. (2 folders; from the Symposium International Sport Medias Olympisme, Lausanne, 23-26 November 1984)

SISMO'84, 1984-1985. (2 folders)

SISMO'84 Official Report, 1984.

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Box 5

IOC Press Commission, Sarajebo [sic], April 1981. (Includes three interim reports of the Los Angeles Olympic Organizing Committee to the Press Commission of the IOC in 1981)

IOC Press Commission, Rome, May 1982. (Includes minutes, reports, pamphlets and a Guide to the IOC Executive Board/NOC Meeting, Los Angeles 1983)

IOC Press Commission, Los Angeles, January 1983. (Includes report, minutes and agenda)

IOC Press Sub-Commission, New Delhi, March 1983. (Includes minutes)

IOC Press Commission, Sarajevo, January/February 1984. (Includes minutes)

IOC Press Commission, May 1984. (Includes copies of minutes from Lausanne meeting)

IOC Press Sub-Commission, Seoul, September 1984. (Includes minutes)

Box 6

[IOC Press Commission Meeting, Lausanne], 1984. (2 folders; includes reports of OCO'88 & Seoul Olympic Organizing Committee to the Commission, Nov. 1984)

IOC Press Commission Minutes, Lausanne, 28 November 1984.

IOC Sub-Press Commission [sic], November 1984. (2 folders)

IOC Press Sub-Commission Minutes, Calgary, 23-24 February 1985.

Entered, 1983. (Addresses for media mailing list)

Media List, Australia/New Zealand, 1983.

Media List, Canada, 1982.

Media List, France, n.d.

Box 7

Media List, Japan, n.d.

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Box 7 (cont'd)

Media List, The Netherlands, 1982-1983.

Media List, Denmark/Norway/Sweeden[sic]/Finland, n.d.

Media List, United States, 1982-1983.

Media List, Yugoslavia, 1983.

Media List, Switzerland, 1982.

Media List, United Kingdom, 1982.

Media List, Austria, 1982.

Media List, Germany, n.d.

Accreditation Media List, Lake Placid, n.d.

SUB SERIES: GENERAL FILES

Box 7 (cont'd)

Copies of CODA History, Coliseum Facts, City of Calgary Facts, All Languages, n.d.

[Calgary Olympic Development Association], n.d.

CODA Certificates, n.d.

CODA Congratulatory Messages, 1980-1982.

CODA Congratulations Winning the Bid, 1981.

Congratulatory Telexes, 1981.

CODA Technical Facilities Reports, 1976.

[Exhibition/Demonstration Sports], 1983.

Reference, Lake Placid, 1982-1983.

Box 8

Sarajevo Olympic Committee, 1983. (Includes plans)

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Box 8 (cont'd)

Planning/Reference, 1983.

[Communications], Department Planning, 1983.

[Mount Allan, Mount Whitehorn], 1971, 1982. (Oversize aerial photo print and contour map
have been placed into a map folder in Map Cabinet 1/5)

Planning Reference, Innsbruck, 1976. (Incl. handbook on Press Accreditation)

[Planning, Reference], Berlin, n.d.

[Scope Statements], 1983.

[Media], n.d.

[Organizational Charts, Miscellaneous], n.d.

Abbreviated Plan, [1982-1983]. (2 folders)

World Downhill, Reception, 1983.

Box 9

World Figure Skating Championships, Ottawa 1984. (Includes photo print)

XV World Scout Jamboree, 1983.

Organization Charts, March 1982

Economic Impact Studies, 1982.

University of Calgary, 1981.

Board Meeting, 1984.

City of Calgary, 1981-1982. (Includes minutes of meeting between OCO'88 and the
Province of Alberta)

Province of Alberta, 1981-1983.

Government of Canada, 1982-1983.

Stamps, 1983.

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Box 9 (cont'd)

Tickets, 1982.

Publications, Books, Printing, 1981-1984.

Theatrical, 1981.

Budget, 1981-1988.

Fund Raising, 1982-1984.

Revenues Council, 1982.

Licensing, Forms, Commonwealth Games, [1982].

Corporate Solicitations, 1981-1982.

Contacts with Potential Suppliers, 1982.

Marketing Research, 1982.

Alpine Skiing, 1982.

Audit, 1982.

Budget Committee and Budget Related, 1982-1983.

Calgary Olympic Coliseum, n.d.

Canadian Olympic Association (COA), 1981-1982. (Incl. minutes of meeting between CODA and the COA, bylaws of the organizing committee for the XV Olympic Winter Games, and information on the Annual General Meeting of the COA, 1982)

Charter, 1982. (Regarding the organization of the XV Olympic Winter Games)

Box 10

Correspondence, General, 1981-1982.

Replies to Letters Regarding Employment, 1982.

Financing, 1981-1982.

Fundraising, n.d.

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Box 10 (cont'd)

Extracts from Alberta and Federal Hansard, 1982.

IOC [International Olympic Committee], 1982.

Insurance, 1982.

Internal Memoranda (Don Siler, etc), 1982.

Office Space, 1982.

Olympics History, 1982.

Operating Committee, 1982. (Includes minutes of Budget meeting; and minutes and agenda of Operating Committee meetings)

Miscellaneous Articles in the Press, 1982.

Personnel Matters (Preliminary File), 1982.

Vice-President Technical Services, 1982. (Regarding the appointment of Ron Collie as Vice President, Technical Services)

Revenues, 1982.

Executive Committee, Terms of Reference, [1982].

Vehicles, n.d.

Calgary Committee Takes Shape, n.d.

Calgary, Host City XV Olympics, n.d. (Information Fact Sheet)

Information Sheet, n.d.

The Olympic Challenge, 1983. (Regarding Olympic facilities and venues)

Reports, etc., 1983-1984. (2 folders; progress reports from OCO Groups and Divisions, includes reports of President Leighton)

Schedules, Charts, Lists, Agreements, 1982.

Mail List, 1983.

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SUB SERIES: PUBLICATIONS AND MANUALS

Box 11

The Olympic Challenge, 1984. (Article from Canada Ski Directory, 1984)

Articles, 1985-1986.

COP, 1981-1982, 1987. (Pamphlets on Kananaskis and a newspaper article on Canada Olympic Park)

Prime Minister Support, n.d. (From Calgary's previous Olympic bids)

Canmore, 1986-1988. (Pamphlets, maps, etc.)

Public Input Chart, n.d. (Regarding Lake Louise Visitor Centre)

[Alberta's] Olympic Legacy, n.d. (Information package on Nakiska)

Brochures, Maps & Magazines, 1979-[1987]. (Regarding Spray Lakes Development)

[Molson World Downhill, Publications], 1979-1984.

[International Publications], 1977-1978.

[Alpine Skiing, Miscellaneous Publications], 1980-1983.

[Miscellaneous Publications], 1980-1982.

[Olympic Manuals, Miscellaneous, 1981].

Box 12

[Olympic Manuals, Munich], 1972.

[Olympic Manuals, Innsbruck and Montreal], 1976.

[Olympic Manuals, Moscow and Lake Placid], 1980.

[Olympic Manuals, Los Angeles], 1984.

SUB SERIES: PROJECT BREAKDOWN STRUCTURE

Box 12 (cont'd)

[Project Breakdown Structure], 1983.

Project Breakdown Structure, Press Centre, Stampede Park, 1983.

[Project Breakdown Structure], Broadcast Centre, Stampede Park, 1983.

Project Breakdown Structure, Corral, [1983].

Project Breakdown Structure, Olympic Village, U of C, [1983].

Box 13

Project Breakdown Structure, Olympic Training Centre, Paskapoo, 1983.

Project Breakdown Structure, McMahon Stadium, [1983].

Project Breakdown Structure, Max Bell Arena, [1983].

Project Breakdown Structure, Winter Club and Sports Facilities, 1983.

Project Breakdown Structure, Saddledome, 1983.

Project Breakdown Structure, Ski Jumps and Bobsleigh/Luge Course, Paskapoo, 1983.

Project Breakdown Structure, Biathlon, 1983.

Project Breakdown Structure, Downhill Skiing, 1983.

Project Breakdown Structure, Cross Country Skiing, [1983].

Oversize Material in Map Cabinet 1/5

Press Centre, 1980-1984. (Floor plans of TV, radio and press center from Innsbruck are as follows: Olympische Winterspiele 1976, Orf-FS-Zentrale, IVB-Halle, Erdgescholl, B402-10, 1974; Olympische Winterspiele 1976, Hörfunk-Zentrale, Pädagogische Akademie-BT.3,4, Grundriss, 1. Obergeschoss, B402-25, 1973-1974; Olympische Winterspiele 1976, Hörfunk-Zentrale, Pädagogische Akademie-BT.4, Grundriss, 2. Obergeschoss, B402-26, 1973-1974; Olympische Winterspiele 1976, Hörfunk-Zentrale, Pädagogische Akademie-BT.4, Grundriss, 3. Obergeschoss, B402-27, 1973-1974; Olympische Winterspiele 1976, Hörfunk-Zentrale, Pädagogische Akademie, Grundriss, Erdgeschoss, B402-28, 1973-1974; Olympische Winterspiele 1976, Orf-FS-Zentrum, IVB, 1. Obergeschoss, B402-30, 1974)

[Press Centre], 1972-1982. (Photographic plans: Press Center, XIII Winter Olympic Games [sic], Lake Placid, N.Y., Key Plan, Second & Third Floors, n.d.; Heating & Plumbing, Partial Floor Plans, June 1979; Press Center, XIII Winter Olympic Games, Lake Placid, N.Y., Rooms B.01, B.02, B.04, B.06, B.11, 1979)

[Mount Allan, Mount Whitehorn], 1971, 1982. (Aerial photograph: Mt. Whitehorn Parking Lot, Banff National Park, August 1971 (copy only); Contour map: Terrain for Alpine Events, Mount Allan, Kananaskis Area Alberta 1982, annotated)

II. Communications Group, Vice President Jared Joynt, Correspondence and Reference Material. -- 1984-1988. -- 1.8 m of text and other material.

Administrative History: Jared (Jerry) Joynt began with OCO'88 as a volunteer. He had experience as a volunteer in various sports organizations and in public relations during the 1983 Canada Summer Games. By early 1984, OCO's Executive felt they required a senior Vice President to handle the public relations and communications functions of the organizing committee; that fall, Joynt took over as Vice President, Communications.

Organizational charts for OCO'88 in 1984 indicate that the Communications Group went from a committee structure with the responsibilities of media, archives, community relations, public relations, culture and translation to a Group structure with the two major functions of Culture (under Frances Jackson) and Public Affairs (under Jim Waters). Culture had the Arts Festival and Youth Program under its jurisdiction. This organizational structure remained through 1985 until the major organizational changes to OCO'88 in 1986. By August of that year, there were three major Divisions within the Communications Group: Culture (under General Manager Frances Jackson Dover); Media (under General Manager Jim Waters); and Public Relations (under General Manager David Thompson). Each of these Divisions was made up of several Departments (see the organizational charts and the series descriptions below). Changes to this organizational structure occurred only just before Games time, when the Ceremonies and Arts Festival Departments of the Culture Division became the responsibility of John Richels, Executive Assistant under President Bill Pratt (Richels was also General Manager, Law at this time). The activities of Public Relations slowed down before the Games, allowing for David Thompson, the General Manager of Public Relations, to be given the responsibility of post-Games Assets Marketing.

Scope and Content: Much of the correspondence between Joynt and Chairman Frank King can be found in the Executive Group records, Series VII; and with President Bill Pratt in Series XI.

Joynt's records in this series have been divided into three sub series: General Files, IOC Press Sub Commission (a continuation of these records from the IOC Press Commission files in Series I when Frances Jackson was Vice President of Communications), and Managers' Reports. The latter sub series contains many of the final reports from OCO Division, Departments and Programs and were the basis of the XV Olympic Winter Games: Official Report (1988), for which the Communications Group was given the responsibility for publication. Included with the textual records are a number of handbooks and manuals.

The other material includes approximately 77 plans, approximately 35 photo prints, approximately four cultural historic items (a bumper sticker, a button and some tags), two posters, one black and white separation.

The title is based on the contents of the boxes.

A file listing follows.

File listing:

SUB SERIES: GENERAL FILES

Box 1

Pageantry and Symbols, 1985-1988. (2 folders; includes "Design Theme for the Calgary'88 Olympic Winter Games")

Children's Ticket Fund, 1987-1988. (Includes pamphlet)

City of Calgary, General, 1985-1987. (Includes agenda and minutes of Pageantry Committee meetings, and draft agreement for the design theme project)

Participation, 1985-1987. (Includes "Share the Olympic Experience," May 23, 1985)

AIPS, 1985-1987. (Association Internationale de la Presse Sportive)

Official Publications, 1986-1987.

Letter to The Editor Replys, 1985-1987. [Sic]

Kodak, 1985-1988.

Petro Canada, 1986-1987. (Includes draft of Petro-Canada agreement)

Box 2

Canadian Western Natural Gas, 1985-1988. (Includes copy of agreement)

All Sport, 1987-1988. (Includes unsigned copy of agreement)

Alberta'88 Celebrity Olympic Premier, 1987.

Public Relations, 1986-1987. (Includes "Public Relations and the XV Olympic Winter Games: Some Observations and Recommendations," by Mayor Ralph Klein, June 1987)

Celebrity Ski Invitational, 1985-1987. (Incl. pamphlets, photo prints, poster and reports)

Production and Advertising, 1985-1988. (1st of 2 folders)

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Box 3

Production and Advertising, 1985-1988. (2nd of 2 folders)

Bio[graphie]s, 1984-1985. (Includes photo prints)

Olympic Centre, 1985-1988. (2 folders; includes pamphlets and a bumper sticker)

[Perelman Pionner & Company, Notes About OCO'88 Media Services], 1987.

Venue Press Centres, 1987-1988. (Includes plans)

OCO'88 Theme, 1986.

Venue Flame, 1987-1988. (Includes minutes of Venue Ceremonies meeting)

Box 4

Olympic Centre, Close-Down, 1987-1988. (Includes copy of Gifting Agreement between OCO'88 and Canadian Pacific Enterprises Ltd.)

OCO'88 Mandate, 1985-1986.

Flags, 1987-1988.

Fund Raising Requests, 1985.

Excellence'88, 1986.

Environmental Concerns, 1985-1986.

Natives, 1985-1987.

Mascots Retirement, 1988. (Information regarding the Mascot Committee)

NBC, 1988.

Pageantry, 1987-1988.

Calgary Herald, 1985-1988.

Agencies (Advertising), 1985-1987. (1st of 2 folders)

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Box 5

Agencies (Advertising), 1985-1987. (2nd of 2 folders)

Government of Canada, Requests for Accreditation, 1988.

CBC, 1986-1988.

Jim McGregor, 1986.

Calgary Sun, 1986-1988.

Speakers Bureau, 1986-1987.

Olympic Secretariat (Edmonton), 1985-1987.

Communications Mosaic, 1985-1988.

General, 1985-1988. (3 folders; includes oversize poster; and "Information Circular: Anticipated Pre-Olympic Participants," 22 January 1986 by Ken Melnyk, a report on the number of participants expected to be involved in the various pre-Olympic test competitions)

Box 6

Official Film, 1986-1988. (2 folders; includes copy of Official Film Production agreement between OCO'88, the COA, the IOC and CTV; and copies of plans showing camera positions)

Sports Illustrated, 1985-1987. (Includes copy of agreement between OCO'88 and Time Incorporated)

Spirit of 88, 1985-1988. (Includes Spirit of '88, October 1986; February 1985; copies of Olympic Torch, n.d., & draft of agreement between OCO'88 and PIC Press Inc.)

SUB SERIES: IOC PRESS SUB COMMISSIONS

Box 6 (cont'd)

IOC Press Sub Commission, June 1986. (Includes agenda and minutes)

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Box 6 (cont'd)

IOC Press Sub Commission, February 1987. (Includes agenda and minutes)

IOC Press Sub Commission, September 1987. (Includes agenda, minutes and reports)

Box 7

IOC Press Sub Commission, April 1986. (Includes button, tags, pamphlet, and minutes)

IOC Press Sub Commission, November 1985. (Includes agenda, minutes and report)

IOC Press Sub Commission, April 1986. (Includes minutes and report)

IOC Press Sub Commission, January-February 1986. (Includes minutes and report)

Meeting of the IOC Press Sub Commission, September 1987. (Includes press/media lists;
regarding accreditation)

SUB SERIES: MANAGERS' REPORTS

Box 7 (cont'd)

Government Relations #1, 1984-1988. (Includes Government of Canada report to OCO and
"Draft Report: the Government of Canada's Part in the XVth Olympic Winter Games,
Calgary'88," March 31, 1988)

Government Relations #2, 1984-1988. (Includes Government of Alberta reports; Nakiska at Mt.
Allan: Master Plan, June 1, 1984 by Alberta Olympic Secretariat; The 1988 Calgary
Winter Olympics, Canmore Nordic Centre: Master Development Plan, Executive
Summary, October 1984 by Alberta Olympic Secretariat; photo prints, pamphlet, and
City of Calgary reports)

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Box 8

Team'88 Services, Envelope #1, 1987. (Incl. "Final Report, Team'88 Services," by Vice President Don Smith; and "Final Report, Protocol Department," by Manager Audra Hollingshead)

Team'88 Services, Envelope #2, 1987-1988. (Includes "XV Olympic Winter Games Gifting Report," March 1988 by Ingrid Ameli; "XV Olympic Winter Games Hosting Program Report," March 1988 by Ingrid Ameli; "Team'88 Centres, Executive Summary," and "Final Report, Team'88 Centres" by Vicki Kranenburg; and "Final Report, Human Resources Department" by Dilan Perera)

Team'88 Services, Envelope #3, 1988. (Includes "Final Report, IOC Relations" by Val Wheeler; "Volunteer Department: Final Report" by Paul Taylor; and a list of IOC Members who attended the 93rd Session of the International Olympic Committee)

Team'88 Services, Envelope #5, 1988. ("Final Report" of the Accreditation Department)

Team'88 Services, Envelope #6, 1988. (Accreditation Supplement)

Marketing, 1988. (Includes final reports on Marketing by Bill Wardle; on the "Contributor Program," and on CTV Television by Wells and Belch; "Broadcast Relations, Final Report;" and "Ticketing Final Report" by James A. Hobart)

Corporate Relations Final Report, 1988. (Final report on Marketing)

Box 9

Access Control, 1988.

Sports, 1988. (Includes NOC Relations Final report)

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Box 9 (cont'd)

Executive Group Official Report, 1988. (Includes "Children's Ticket Fund, Final Report,"
28 February 1988 by Allan J. Stordy; and a Final report on Security by Harley Johnson)

Finance Group, 1988. (Includes "Finance Group Final Report," May 1988; reports on venue
administration, on the athletes' villages, financial reporting, and project cost control; and
reports on "XV Olympic Winter Games, Insurance Committee" by McCartney; "Final
Report, OCO'88 Legal Department;" "Final Report" of the Procurement Department; and
"Final Report, Material Management Program, OCO'88" by D. Brown)

Communications: Envelope #1, Arts Festival, Culture, Stamp Exhibition, 1988.

Communications: Envelope #2, Arts Festival, Opening/Closing Ceremonies, rehearsals,
1987-1988.

Box 10

Communications: Arts Festival #3, Final Report, Culture, 1988.

Communications: Arts Festival #4, Olympic Arts Festival Final Report, 1988.

Communications: Envelope #4, Recognition Ceremonies, Medals, Opening & Closing
Ceremonies, 1988.

Communications: Envelope #5, Information Services, 1988.

Communications: #6, Albert G. Riethausen, International Olympic Committee, Press
Commission, 1988. (Report on venue photo positions; includes photo prints)

Communications: #7, Media Accreditation-E, Press Secretary December'86-June'87 Media
Briefing Document, 1988.

Communications: #8, Language Services, 1988.

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Box 11

Communications: #9, Language Services, Final Report, 1988.

Communications: #10, Mascot Team Manual, 1988. (Includes Final Report)

Communications: #11, Pageantry Report, 1988.

Communications: #12, Community Relations, 1988.

Communications: #13, Caravan Briefing Handbook, Olympic Torch Relay, 1987-1988. (2 folders; includes Final Report)

Box 12

Communications: #14, Youth & Education, 1988.

Venue Operations, Reports, 1988. (2 folders; to Bruce Cleveley, VP, Operations from the Venue Chairmen; reports of Venue Chairmen, Nakiska; Olympic Plaza, Canmore Nordic Centre, OBM, COP, Max Bell/Airport/MAC, Palliser Hotel/Convention Centre, Stampede Park, Managers' Reports on Operations Division, Venue Planning, and on Medical Services Department)

Villages, Olympic Villages Report, 1988. (Includes Canmore Olympic Villages: Detailed Report (author unknown))

Calgary Olympic Villages, Final Report, 1988. (By Ted Sullivan, Doreen Ryan, Heidi Berger, Bob Johnston, Sharlene Melnike, and Paul Kane)

Lincoln Park Village, Final Report, [1988]. (2 copies; by [Sid Ott]; includes agreement between OCO and Boatel Remote Site Feeding Ltd., signed 13 October 1987)

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Box 13

Broadcast Hill Village, Final Report, [1988]. (2 copies; by John Drake, Supervisor; includes agreement between OCO and Coast Hotels, 13 October 1987)

Olympic Villages Report, Attachment II, Canmore Olympic Village: Detailed Report, [1988].

SAIT Owasina Hall, Final Report, [1988]. (2 copies; by Sheila Crosthwaite; includes OCO-SAIT Agreement, June 30, 1987))

[Venue Operations] Division Overview and Comments, Tynan, 1988. (Includes Final Staff Reports on Canada Olympic Park, Canmore Nordic Centre, Max Bell and the Airport, Nakiska, etc.)

Accommodation Services, Executive Summary, Final Report, 1988. (Executive Summary by J. Filion, GM of Operations Services, and Final Report by R. Sandrin-Litt, March 28, 1987; includes Final Report on Food and Beverage Services, April 1, 1988.)

Spectator Services, Team'88 Handbook, Final Report, 1988. (By P.D. [Peter Doyle])

Box 14

Transportation, Final Report, 1988. (Includes XV Olympic Winter Games, Olympic Family Transportation Final Report, May 1988, by Michael G.P. Stringam, Transportation Supervisor; "Points for Official Report" by Fred Underhill; "Transportation Department Overview for Official Report of XV Olympic Winter Games," 2 May 1988, by Bill Wilson)

Religion Committee, Final Report, 1988. (By Ted Sullivan, Staff Liaison, Religion Committee and Manager, Olympic Villages)

[Systems, Final Report], 1988. (2 copies; by Debbie Harris; includes reports on various aspects of the Systems Department, eg. System Statistics, Feb. 1988, Mar. 1, 1988 (2 copies); Technical Services Final IOC Report by Nick Lundhild; Electronic Technologies

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Box 14 (cont'd)

at the 1988 Olympic Winter Games: a System-by-System Summary; Electronic Technology at the XV Olympic Winter Games: Briefing Notes for Press and Broadcasters Covering the XV Olympic Winter Games; Technology at the Canmore Nordic Centre; Electronic Technology at Canada Olympic Park; Electronic Technology at Nakiska; Scoreboard and Timing Equipment and Services)

XV Olympic Winter Games, Calgary, Alberta, Canada, Engineering, Final Report, 1988. (3 folders; by David Prince; includes Final Report, Construction Dept., by C. deMooy; Executive Summary, plans and reports on each of the venues and various other facilities)

III. Communications Group, Public Relations Division, General Files. -- 1985-1988; (predominant 1986-1987). -- 1.33 m of text and other material.

Administrative History: The Public Relations Division of the Communications Group of OCO'88 functioned as the liaison between the Games and the public. The Public Relations function was established in 1982 as a Department of Communications, and in its six year history, was known as both Public Relations and Public Affairs. In the fall of 1986, the final organization of the Division was established and did not change up to its dissolution in the spring of 1988. Four Departments reported to the General Manager of Public Relations: the Olympic Torch Relay, Youth and Education, Community Relations, and Production and Advertising. The Public Relations Division also administered two special projects: the OCO'88 Children's Ticket Fund and the Communications Working Committee.

Prior to 1986, the reporting structure of the Departments under Public Relations changed frequently. The Torch Relay, in which nearly 7,000 Canadians participated to bring the Olympic flame from Athens to Calgary, reported to the Special Events Division of Communications in 1985, and was briefly under the direction of the Culture Division of Communications until 1986 August when it was transferred to Public Relations.

The Youth Department was established in 1984 to raise young people's awareness about the Olympic movement and the Winter Games in particular. It, too, originally reported to the Culture Division until 1985 when it was transferred to Public Relations.

The Community Relations Department worked to promote the Games to the public by providing information, working with tourist organizations and participating in fairs and festivals. It was established in 1983 as part of Communications and was put under the direction of Public Relations in 1985.

The Production and Advertising Department was established early in 1985 to centralize production of all external and internal communications to ensure a unified communications program. It had responsibility for control of graphic material and the official film, both of which were projects established in 1982 as a part of the Communications mandate. In 1985, Public Relations was also responsible for Information Services and Library and Archives, both of which were transferred to the Media Division in the fall of 1986.

Jim Waters was Vice President (later General Manager) of Public Affairs (later Public Relations) from 1985 to 1986 February, when he became General Manager of the Media Division. In 1986 June, Dave Thompson was hired to replace Waters, and he held the position of General Manager until early 1988 when he became responsible for post-Games Assets Marketing.

Scope and Content: The records of the Public Relations Division consist of eight boxes of material arranged into two sub series: General Files and Olympic Torch Relay. The material dates from 1985 to 1988, with the bulk of the material dated 1986 to 1987. The records are primarily those created and received in the office of David Thompson. They include internal and external correspondence, reports, minutes and agendas, clippings, and reference material. Oversize material has been removed and placed in an oversize box.

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The series title is taken from the contents of series and box labels.

Other material includes 13 photo prints, two sound cassettes, and two sketches.

A list of file titles follows.

File listing:

SUB SERIES: GENERAL FILES

Box 1

Calgary Tourist & Convention Bureau, 1987. (Includes 1987 Business Plan of the Tourist and Convention Bureau)

Calgary Exhibition & Stampede, 1986-1987.

Children's Ticket Fund, 1987-1988. (2 folders; includes agenda and minutes of meetings of the Children's Ticket Fund Committee--Chairman, Mark Nicoll; oversize material has been placed into Oversize Box 8)

Children's Ticket Fund Thank You Letters, 1988. (2 folders)

Communications Working Committee, Back-up Forms, 1986-1987. (Includes information package with photo prints on Nakiska and Canmore Nordic Centre produced by the Alberta Olympic Secretariat)

Box 2

Communications Working Committee, Minutes & Agenda, 1986-1987.

Contracts, 1987.

EMT/Management Meetings, 1986-1987.

Float, 1987. (Regarding Olympic parade float)

Grey Cup, 1986.

Justason & Tavender, 1986-1987.

Klondike Days, 1986.

Mascots, 1986-1988.

Milestones, 1987.

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Box 2 (cont'd)

Miscellaneous, May 1987-[January 1988].

Miscellaneous, January 1, 1987-April 30, 1987.

Miscellaneous, 1986.

Box 3

Media, 1986-1987. (Includes original copy of the Calgary Herald's "Olympic Update," January 26, 1987; and a Calgary Herald Olympic Winter Games information package)

Mosaic IV-V, Communications, 1986-1987. (Includes photo prints)

National Education Program, 1987.

OGP [Olympic Games Plan], 1986.

Olympians, 1987-1988.

Olympic Academy, 1986-1987.

Preview'88, Test Events, 1986-1987.

Production & Advertising, 1987.

Quebec Carnival, 1987.

Reports, Monthly, 1986-1987.

Rose Bowl, 1986-1987. (Includes two sound cassettes entitled "1988 Olympics, Bonnie Churchill Report, KFWB 7:59p, 1/9/87" and "Alberta Olympic Org. Comm., KGIL 12:33p, December 29, 1986"; pamphlets; copy of a Tournament of Roses Parade Float contract; minutes from a Stampede Dollar meeting; oversize sketch has been placed in Oversize Box 8).

Speaker's Bureau, 1986-1988.

Sport Relations, 1986.

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Box 3 (cont'd)

1987 Theme Committee, June-September 1987. (1st of 3 folders; includes notices and minutes of meetings, reports)

Box 4

1987 Theme Committee, June-September 1987. (2nd and 3rd of 3 folders)

1986 Theme Committee. (Includes notices and minutes of meetings)

Tickets, 1986-1987.

Travel Alberta, 1986. (Includes information package)

Venue Tours, 1986-1988.

Vernon, Winter Carnival, 1986-1987.

Volunteers, 1986-1987.

Winterplay, 1987. (Includes Winterplay Teachers' Handbook: an Olympic Arts Festival Project for the Children of Canada, Grades K-9)

Youth, 1986-1987.

[Draft Correspondence, Miscellaneous, 1986]

SUB SERIES: OLYMPIC TORCH RELAY

Box 4 (cont'd)

Olympic Torch Relay, Bernier, Sylvie, 1987.

Olympic Torch Relay, Booster Club, 1987.

Olympic Torch Relay, Caravan Staffing, etc., 1986-1987.

Olympic Torch Relay, Celebration'88, 1987. (Includes reports, bulletin)

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Box 5

Olympic Torch Relay, Ceremonies, 1987-1988.

Olympic Torch Relay, Greek Portion, 1986-1988.

Olympic Torch Relay, Legacy Program, 1987.

Olympic Torch Relay, Lions Club, 1987.

Olympic Torch Relay, Mascots, 1987.

Olympic Torch Relay, Minutes from Meetings, June 1986-September 1987. (2 folders; the meetings were of the Olympic Torch Relay Project)

Olympic Torch Relay, Miscellaneous, April 1986-August 1986.

Box 6

Olympic Torch Relay, Miscellaneous, September 1986-April 30, 1987. (Includes Petro-Canada Annual Report 1986)

Olympic Torch Relay, Miscellaneous, May 1, 1987-[July 28, 1987].

Olympic Torch Relay, Miscellaneous, May 1, 1987-[January 21, 1988]. (Includes newsletter)

Olympic Torch Relay, Press Release, 1987.

Olympic Torch Relay, Run Rehearsal, 1986-1987. (Includes information package)

Olympic Torch Relay, Route, 1986-1987. (Includes Newfoundland and Labrador highway map)

Box 7

Olympic Torch Relay, Security, 1986-1988.

Olympic Torch Relay, Torch Bearer Selection, 1986-1987. (Includes report on Petro-Canada's Olympic Torch Relay)

Olympic Torch Relay, Travel & Accommodation, 1987.

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Box 7 (cont'd)

Olympic Torch Relay, Uniforms, 1987.

OVERSIZE MATERIAL

Oversize Box 8

Rose Bowl, 1986-1987. (Sketch of float design, untitled and undated)

Children's Ticket Fund, 1987-1988. (Oversize "Thank yous" (cards, sketches, scrolls, etc.))

IV. Communications Group, Community Relations Council, Vice President Don Siler. -- 1982-1988. -- .69 m of text.

Administrative History: The Community Relations "Council" as it was initially called began as an administrative unit of OCO'88 separate from the Communications Group. Don Siler, a member of CODA, was named Vice President, Community Relations in early 1982, after serving a brief period as Vice President of Executive Operations, although he was addressed by the latter title well into 1983. By 1983 August, OCO organizational charts place both Community Relations under Siler and Communications under Vice President Jackson in the Public Affairs administrative unit, but this organizational structure may have been more theoretical than actual. However, a strong link between Community Relations and Communications was maintained from the beginning.

The main responsibility of Community Relations was to provide OCO'88 with a sufficient supply of volunteers. This included recruitment, orientation and training and was also meant to ensure that the volunteers would benefit from the OCO'8 legacy after the Games. The Community Relations Council was also in charge of public relations for OCO'88 at the local level, especially with regard to volunteers. This included the following Programs: a Speakers' Bureau, an Ambassador's Club to provide contact with other volunteer organizations in southern Alberta, a volunteer newsletter and a cable television show.

Don Siler was the Vice President, Community Relations from 1982 November to 1984 April when he was appointed Manager of Information Services (for the records of Information Services, see Series XII-XIV). While developing an information services program, he continued to be responsible for the volunteer program and he remained active with the Speakers' Bureau. Siler's tenure as Manager of Information Services lasted until at least 1984 July.

In 1986, with the reorganization of OCO'88, Phyllis Berck became the new Manager of the Community Relations Department within the Public Relations Division of the Communications Group. Her records may be found in Series V. Functions relating to OCO's volunteer programs were eventually taken over the by Team'88 Services Group when it was established in early 1987.

Scope and Content: Strictly speaking, most of the records in this series were not created as part of the Communications Group. Most date from 1982 to 1984; however, some records are dated beyond 1984. In the correspondence, there is an overlap between Siler's role as Vice President of Executive Operations in the early years and as Manager, Information Services in the later years.

These records are all textual and arrived at the Archives in no particular order, and some files have been artificially created from records which were found loose in the moving boxes. This has been noted when it has occurred. As well, the files have been divided into the following sub series for ease of reference:

- Day Files
- Internal Correspondence
- Community Relations Correspondence
- Miscellaneous Correspondence and Reports
- Miscellaneous Post 1984

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The last sub series consists of files created by OCO staff and volunteers other than Don Siler and in years beyond Siler's tenure with OCO. Some are by Phyllis Berck who replaced Siler in Community Relations, and some are by Wendy Orr who worked with Siler in Information Services. There is also a Day File of Bill France, who was the Vice President of the Sports Group as of 1986. Other records of France may be found in the inventory to the Sports Group of OCO'88.

The records consist of correspondence, reports, minutes, agreements, reports, pamphlets, information packages, manuals, forms, press releases.

The title has been created from the contents of the files and from the title on the moving box.

A file listing follows.

File Listing:

SUB SERIES: DAY FILES

Box 1

DJS, Day File, 1981-1982. (Includes correspondence of Donald James Siler as Vice President,
Executive Operations)

DJS, Day File, 1983.

D. Siler, Day File, 1983.

Day File, June 1983-[October 1983].

C[ommunity] R[elations], Day File, July [1983].

C[ommunity] R[elations], Day File, August [1983].

C[ommunity] R[elations], Day File, November [1983].

Community Relations, Day File, January-April, 1984.

Community Relations, Day File, May to [July], 1984.

SUB SERIES: INTERNAL CORRESPONDENCE

Box 1 (cont'd)

Memos To President's Office, 1983-1984.

Memos From President's Office, 1983-1984.

Memos To Administration, 1983.

Memos From Administration, 1982-1984.

Memos To Communications, 1983.

Memos From Communications, 1982-1984.

Memos To Games Operations (Services), 1984.

Memos From Games Operations (Services), 1983-1984.

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Box 1 (cont'd)

Memos To Marketing, 1983-1984.

Memos From Marketing, 1983.

Memos From Sports, 1983.

Memos To Facilities & Tech[nical] Ser[vices], 1983.

Memos From Facilities & T[echanical] S[ervices], 1982-1983.

Memos from Systems & Planning, 1983.

[Memos from] Planning, 1983.

Memos from Volunteers, 1983-1984.

SUB SERIES: COMMUNITY RELATIONS CORRESPONDENCE

Box 1 (cont'd)

[Community Relations], Alberta Summer Games, 1983.

Box 2

[Community Relations], Booster Club of Calgary, 1982-1983.

[Community Relations], D.J. Siler, Invitations, 1983.

C[ommunity] R[elations], McMahon Stadium, 1982-1983.

C[ommunity] R[elations], Memos to All Staff, General, 1983.

[Community Relations], OCO'88 Information & Facts, [1983].

C[ommunity] R[elations], Progress Reports, 1983.

C[ommunity] R[elations], SAIT, n.d.

C[ommunity] R[elations], Staff Venue Tours, 1984.

[Community Relations], Thank you Letters to Vol[unteers], 1983.

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Box 2 (cont'd)

C[ommunity] R[elations], Travel, 1983-1984.

C[ommunity] R[elations], Volunteer Requirements, 1984.

[Community Relations Council and Volunteer Committee], 1983-1984.

Olympic Council, Community Relations, 1982-1983. (Includes minutes of Community Relations Council)

Community Relations Programs, 1982-1983. (Includes minutes and reports of Community Relations Council and minutes of the Education Committee)

SUB SERIES: MISCELLANEOUS CORRESPONDENCE AND REPORTS

Box 2 (cont'd)

[Don Siler, Miscellaneous Correspondence], 1983-1984. (From material loose in the box)

[Don Siler, Miscellaneous Correspondence], 1983-1984. (Includes "XV Olympic Winter Games Status Report," by Planning Department, February 16, 1984; "Sarajevo Report - Marketing;" minutes of Education Curriculum meeting; minutes of the Calgary Chamber of Commerce Board of Directors; and minutes of Calgary Chamber of Commerce Airport Road Task Force Committee meeting)

Alberta Games Plan'88, 1982-1983. (Includes minutes)

Alberta Recreation & Parks Assoc[iation], 1983.

Bid File, 1983.

Donations, Cash, 1983.

Educational Institutions, 1981-1983.

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Box 3

Hidy & Howdy, March, April, May 1984.

Hidy & Howdy, June, July, August 1984.

Hidy & Howdy, September, October, November 1984.

Hidy & Howdy, December 1984.

Hidy & Howdy, January 1985.

Hidy & Howdy, February 1985.

Hidy & Howdy, March 1985.

Inter-Faith OCO'88, 1983.

Library, Correspondence, 1983.

National Film Board, 1983.

OCO'88 Administration Policies and Procedures Manual, [1985].

[OCO'88/CODA Engineering], 1981-1983. (Includes copy of agreement between the Province
of Alberta and CODA, September 1981, for the purchase of material)

Office Move, 1982-1983.

Olympic Liaison, Canmore/Bow, 1983.

Olympic Liaison, City of Calgary, 1982.

[Olympic Liaison], City of Calgary, Bob Holmes, 1982.

Olympic Liaison, Federal, 1983. (Includes minutes of Tri-Level Committee meeting)

Olympic Liaison, Provincial, 1983.

[Olympic Trust of Canada], [1981].

Orientation, 1983-1984.

DJS, Personal, 1981-1984. (Donald James Siler)

Policies, 1982-1983. (Includes copy of the staff Policies and Procedures Manual)

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Box 3 (cont'd)

Position Description, 1982. (For the position of Vice President, Executive Operations)

Press Releases, 1982-1983.

Projects Evaluations, n.d.

Project Evaluation, Display, 1983.

Project Evaluation, Opinion Poll, 1983.

Box 4

Promotional Giveaways, 1983.

Public Info[rmation] Office, 1984.

Receptions, 1982-1983.

[Saddledome Public Day], 1983.

Sarajevo, 1982.

Security, 1983.

Sites, 1982-1983.

DJS Speaking Engagements, 1982-1984. (Donald James Siler)

Sport Intern, 1983. (Newsletters)

Status Report, General, 1983.

Status Reports, Systems, 1983-1984.

Summer Canada, Community Projects, 1983.

[Television], NBC, 1982.

Television Rights, 1982.

Tourism & Small Business, 1982-1984. (Includes minutes of meeting with OCO and
Government)

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Box 4 (cont'd)

Travel Reports, 1982-1983.

US Ski Writers Association, 1984. (Includes minutes of US Ski Writers OCO Volunteer Committee)

University of Calgary, 1982-1983. (Includes report on Study of Impact of XV Olympic Winter Games)

U of C, Opinion Poll, May 1983. (University of Calgary)

[University of Calgary Dinosaurs], 1984.

Universiade'83, 1983.

Box 5

Vehicle, 1982-1983.

Volunteer Planning, 1982-1984.

Volunteer Program, 1982-1984.

Volunteer Speeches, 1983-1984.

Western Canada Games, 1983.

[Reports, Miscellaneous], 1983-1984. (From records loose in the box; includes "Guidelines for OCO'88 Volunteer Committee," April 13, 1984; minutes of the Calgary Way Planning Committee, August 8, 1984; report from the Calgary Tourist and Convention Bureau Accommodation Services; Games Master Plan, Status Report as of August 31, 1983; "Travel Alberta's Program of Support," March 1983; "Olympulse II: A Survey of Resident Views Concerning the XV Olympic Winter Games in Calgary," June 1984)

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SUB SERIES: MISCELLANEOUS POST 1984

Box 5 (cont'd)

Medals Presentations, 1987-1988. (2 folders; includes minutes of Recognition Ceremonies Committee; Phyllis Berck)

OCO Organization Charts, 1986-1987.

[Olympic Plaza], Avery Productions, 1987-1988. (2 folders; regarding medals ceremonies; Phyllis Berck, Recognition Ceremonies)

Box 6

Pageantry/Thematics, 1985-1986.

[Wendy Orr, Miscellaneous Correspondence], 1984-1985. (From records loose in the box; no title is given for Ms. Orr although a 1984 organization chart shows Wendy Orr as Associate, Culture Division; by 1987, she was Coordinator, Community Relations in the Public Relations Division)

March 1988 Day File, 1988. (Day File of Bill France, Vice President of the Sports Group)

V. Communications Group, Public Relations Division, Community Relations Department, Manager Phyllis Berck. -- 1983-1988. -- 4 m of text and other material.

Administrative History: With the major reorganization of OCO'88 in 1986, Community Relations became a Department of the Public Relations Division, Communications Group, and Phyllis Berck was appointed Manager, although the records indicate that she may have been appointed to this position before the reorganization took place. She reported to the General Manager of Public Relations, David Thompson.

Ms. Berck had been with OCO'88 in various capacities as early as 1984. Organizational charts for late 1984 indicate that she was working as a Coordinator within the Communications Group under Frances Jackson. The records indicate that she had several titles, including Coordinator, Production (1985); Manager, Community Relations and Promotion (1985 June); and Manager, Community Relations as early as 1986 January/February.

By 1986, the focus of Community Relations had changed from that of supplying OCO'88 with volunteers to the responsibility for creating and sending a message to the general public which would build enthusiasm for the 1988 Olympic Winter Games. Within this mandate, the Community Relations Department's responsibilities included distributing promotional material, conducting venue tours, scheduling appearances for the Olympic mascots, Hidy and Howdy, and overseeing the design and installation of Olympic pageantry at all Olympic facilities and sites and throughout Calgary. For more information on these programs, see Series VI, VIII and IX.

Among the other Programs directed by Community Relations were the Olympians Program, which involved former Canadian Olympians in pre-Olympic promotional events across the country; the Speakers' Bureau, in which a number of volunteer speakers were engaged to keep the public informed about the progress of the Games organization; Olympic Info, an Olympic information telephone line; and another information program for Calgary retail and hospitality trades called '88 Answers. One of the largest undertakings was the development of the Calgary Olympic Centre in downtown Calgary. This was a \$5 million public exhibition and information facility focusing on the Olympic movement and Olympic winter sports. It included numerous interactive displays and exhibitions, a lecture theatre, meeting rooms and office space. By the end of the Games more than 512,000 had visited the Centre.

Scope and Content: This is a multiple media series, which includes photo prints, plans and blueprints as well as the textual material. Much of the correspondence and minutes of meetings are on the numerous Olympic Programs mentioned above and the special events and promotions undertaken by the Community Relations Department. A number of promotional items, such as information packages, posters and pamphlets may also be found in this series of records.

These records have been divided into four sub series: Reading and Day Files, General Files, Calgary Olympic Centre, and Special Events and Promotions. Oversize material has been removed from the original files and placed either into an oversize box or into map folders. A complete listing of the oversize material is located at the end of the file listing. Because much of the records in this series arrived at the Archives in no particular order, the files have been arranged into general alphabetical order for ease of access.

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The other material consists of 39 photo prints, 25 plans, 12 photo negatives, 11 blueprints, eight design concepts, five oversize schedules, four slides, one contact sheet, one poster, and one sketch.

The series title is derived from the contents of the boxes and the box labels.

A file listing follows.

File Listing:

SUB SERIES: READING AND DAY FILES

Box 1

Phyllis Berck, [Reading File] #2, November 1984. (Note: there was no file entitled "#1, November 1984")

Phyllis Berck, [Reading File], December [1984].

P. Berck, [Reading File #1], January 1985.

P. Berck, Reading [File] #2, January 1985.

PB [Phyllis Berck], Reading [File], February 1985.

PB [Phyllis Berck], Reading File, March [1985].

PB [Phyllis Berck], Reading [File], April 1985.

[Phyllis Berck], Reading [File], May 1985.

[Phyllis Berck], Reading [File], September 1985.

[Phyllis Berck], Reading [File], October[-November] 1985.

Box 2

[Phyllis] Berck, Day File, January 1986.

[Phyllis] Berck, Day File, February 1986.

[Phyllis] Berck, Day File, September 1986-January 1987.

AMS [Ann Schroeder], Reading File, January[-February], 1985.

JJ [Jared Joynt], Reading [File], February 1985. (Includes agenda of International Olympic Committee/International Federations meetings; agenda and minutes of Town Hall meetings)

Day File, 1988. (Phyllis Berck)

SUB SERIES: GENERAL FILES

Box 2 (cont'd)

[Community Relations, Miscellaneous Correspondence], 1984-1985. (Includes poster for Town Hall meeting)

[Phyllis Berck, Miscellaneous Correspondence], 1985-1986.

[Miscellaneous], 1986-1987.

[Miscellaneous], 1987. (1st of 2 folders; includes colour photo prints)

Box 3

[Miscellaneous], 1987. (2nd of 2 folders)

ABC, 1987-1988.

AFE, 1987.

Brochure, 1985-1986. (Includes minutes of OCO'88/Joint Tourism Working Committee)

Business Code of Ethics Comm[ittee], 1986.

Budget, CR [Community Relations], 1985-1987.

Calgary Float, Rosebowl Parade, 1985-1986. (Includes photo print)

Calgary Float, Stampede Parade, 1986-1987. (Includes photo print)

Calgary Way, 1987.

Canada Cup, 1987.

Canadian Natural Gas, Cauldrons, 1987.

Canadiana Textile Screen, 1987.

COA, Calgary Olympic Association, 1987.

CODA, Calgary Olympic Development Assoc[iation], 1987.

CTCB [Calgary Tourist & Convention Bureau], 1986.

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Box 3 (cont'd)

CTV Correspondence, 1987.

CTV-HB Reports, 1986.

CTV-HB, Minutes, 1986. (Minutes of OCO'88/CTV-HB meetings)

Canada Olympic Park, 1986. (Includes minutes of Canada Olympic Park Venue Management meetings, and a plan)

Canmore Information Centre, 1985-1987.

Celebration'88, Graphics Manual, 1987.

Certificate, Support and Co-op, 1984-1985.

Chamber of Commerce, 1987. (Includes a copy of Calgary Commerce, September 1987)

City of Calgary, 1985-1987. (Includes "Business Revitalization Zone," an information kit put out by The City of Calgary, Planning & Building Department; and The City of Calgary Parks/Recreation "1985 Annual Report")

Box 4

City of Calgary, Transportation, 1986-1987. (Oversize blueprints have been placed into map folder in Map Cabinet 1/5)

Come Together Music and Words, 1987.

Communications Working Committee, 1987. (Includes minutes)

Community Relations, 1985-1986.

Community Relations, Administration, 1987.

[Community Relations], Monthly Reports, 1986-1987.

Internal Correspondence, 1987.

Correspondence, B. Pratt, F. King, IOC, 1987-1988.

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Box 4 (cont'd)

Contracts, 1987-1988.

Conferences, 1987.

Countries, Participating, n.d.

Decals, n.d. (Includes "Congratulations CODA" decal)

[Design Theme], Atlas Textile Print, 1988.

Design Theme, Budget, 1985-1986. (2 folders)

Design Theme, Color Palette, n.d.

Design Theme Graphics, 1986.

Box 5

The Official Design Theme Graphic Standards Manual, 1987. (Binder)

Design Theme, Olympic Saddledome, 1986.

[Design Theme], Presentation, 1986. (Oversize plan has been placed into a map folder
in Map Cabinet 1/5)

Design Theme Steering Committee, Corres[pondence], 1984-1986. (2 folders; oversize
schedules have been placed into map folder in Map Cabinet 1/5)

Design Theme Steering Committee, Minutes, 1985-1986.

Design Theme Steering Committee, Tavender & Justason Proposal, 1985. (2 copies of "Design
Theme Proposal for Consulting Services")

Display, 1984.

Father D. Bauer Opening, 1986.

Federal Express [Graphics], n.d. (Oversize design sketch has been placed into Oversize Box
20)

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Box 5 (cont'd)

[Design Concepts for Federal Express], n.d. (Oversize design concepts for Olympic Plaza by Dave Ellies Industrial Design Inc. have been placed into Oversize Box 20)
Federal Government, 1986-1987.

Box 6

FCC [Federation of Calgary Communities], 1987.

Festival of Light, 1986. (Sic; proposal for the Festival of Lights)

Festival of Lights, 1986.

[Festival of Lights, Design Consultants], 1986.

Flagpoles, Venues, [1986]. (Oversize plans have been placed in Oversize Box 20)

Flags, 1986.

[Hidy & Howdy], 1986.

Instant Fabric Structures, 1987.

International Snow Sculpture, 1986. (Includes proposal)

JAD Session, 1986.

Medals, [December 1986].

Media Village, ATCO, 1986.

Newsletters Files, 1987.

Olympians, 1986. (Agenda and minutes of Committee regarding OCO'88 Olympians)

Olympians, 1986-1987. (Includes minutes of OCO'88 Olympians Committee meetings)

Olympic Academy of Canada, n.d. (Includes federal government report on amateur sport entitled "Toward a National Policy on Amateur Sport: a Working Paper")

Olympic Academy International, 1985. (Includes copies of papers presented at conference)

Olympic Balloon Festival, 1987. (Includes information package)

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Box 7

Olympic Caravan, 1985-1986.

Olympic Caravan, [1987].

Olympic Info (Line), 1987-1988.

Olympic Museum, 1986-1987.

Olympic Plaza, 1986-1987. (Includes minutes of Olympic Plaza Ceremonies Committee meetings)

Olympic Plaza, 1986-1987.

Olympic Plaza, Bill Avery, 1987.

[Olympic Plaza], Avery Productions, 1987.

Olympic Survey, 1987.

Olympic Transportation, 1986.

Olympic Villages, 1987.

Olympic Way, 1986.

Pageantry, AFE, Contract, 1986.

Pageantry Corres[pondence], 1986.

Pageantry, Design Budget, 1987.

Box 8

Pageantry, Flags/NOCs, 1986. (Includes 2½ x 3" colour photo prints; oversize plans have been placed into Oversize Box 20)

Pageantry, Monthly Billings, 1987.

Pageantry Requests, [1986].

Pageantry Schedule, 1986.

Pageantry, Stampede'87, 1986.

Copyright City of Calgary

Box 8 (cont'd)

Pending, 1987.

Preview'88, 1986. (Includes pamphlets/handbooks)

P[ost] O[ffice] Die-Slugs, 1986.

Production Activities, 1986.

Production Consultants, 1986-1987.

Quebec, 1987.

Quebec Carnival, 1986. (Includes 1986 Annual Report of Carnival)

Quebec Winter Carnival, 1985-1987. (Includes information package)

Rendez-Vous, 1986-1987. (Includes photo prints)

Saddledome, 1986. (Oversize plan has been placed into map folder in Map Cabinet 1/5)

H[is] E[xcellency] Samaranch, 1986.

Schedules, Mascots, Speakers, Tours, 1986.

Shell, 1987.

Signage, 1985-1987. (2 folders; includes minutes of meeting regarding Signage for Olympic Projects with City of Calgary Involvement; oversize blueprints have been placed into map folder in Map Cabinet 1/5)

Box 9

Simpson, Roberts, Wappel, 1987.

Special Events, 1983-1987. (2 folders; includes photo print, and agreement with Glenbow)

Special Projects, 1984-1985. (Includes photo prints, slides, photo negatives, pamphlets, booklets; oversize photo prints have been placed in Oversize Box 20)

Sponsorship Opportunities, 1987.

Stampede'87, Olympic Theme, 1986.

Copyright City of Calgary

Box 9 (cont'd)

Stampede Float, 1983-1984.

Style Guide, 1986. (Includes "Olympic Winter Games Organizing Committee Style Guide for Writers," August 1986)

Superior Products (Michael Calvert), 1987.

Sidney, Australia Display, 1984-1986.

Team Petroleum, 1986.

Test Events, 1986.

Texaco, 1986-1987.

Box 10

Thematics #1 (January & February 1985), 1984-1985. (Includes copy of The Olympic Plaza: Stage II Programme, The City of Calgary, March 7, 1985; oversize schedule has been placed into map folder in Map Cabinet 1/5)

Thematics #2 (March 1985), 1985. (2 folders)

Thematics #3 (April-December 1985), 1985-1986.

Thematic Graphics Master Plan, 1985.

Ticket Information, n.d.

Tickets, 1986-1987.

Box 11

Torch Relay, 1985-1987.

TOOC [Toronto Ontario Olympic Council], 1986.

Tourism Working Committee, 1986. (Includes minutes)

Tours, 1986.

Copyright City of Calgary

Box 11 (cont'd)

Trans Canada Highway West Improve[ments], 1986-1987.

Transportation, 1986-1988.

Travel Alberta, 1986-1987.

Travel Approvals, 1986-1987. (Most of these have been discarded; a random sample has been kept)

Travel Information, 1987.

Uniforms, Name Tags, etc., 1986.

University of Calgary, 1985-1988. (Includes copies of agreements between OCO and the University of Calgary Board of Directors; and pamphlets)

Venue Planning, 1985-1988. (2 folders; includes Venue Planning manual; reports from venue planning meetings)

Venue Tours, 1986-1987.

Venues, Cauldron, 1987.

Video, Arts, Festival, 1987.

Box 12

Visual Identity, 1985. (Includes agenda and minutes of Design Theme Steering Committee; and of Pageantry Steering Committee; and agenda of Visual Identity Graphics meetings)

Volunteers, 1985-1987. (Includes Volunteer Development Program September 1985 information package)

Volunteers, 1987-1988.

Warehousing, 1986-1987.

Winter Cities, Edmonton, 1988.

Winter Festival, 1986.

Copyright City of Calgary

Box 12 (cont'd)

Winter Festival, 1986-1987. (Includes minutes of the "One Year & Counting" Multicultural Participation Committee)

Winter Sports Events, 1985-1986.

Winterlude, 1985-1986.

Winterlude, Ottawa, 1985-1987. (Includes pamphlets, brochures, information packages)

Women's Canadian Club, 1987.

Youth, 1986.

Zoo, 1987.

SUB SERIES: CALGARY OLYMPIC CENTRE

Box 12 (cont'd)

Olympic Information Centre, 1983-1985.

Box 13

Olympic Information Centre/Palliser Square Info[rmation] Centre, 1984-1985. (Includes minutes of Palliser Information Centre Committee meeting)

Olympic Information Centre, 1985.

C[algary] O[lympic] C[entre], Miscellaneous, 1985. (4 folders; includes minutes of Olympic Information Centre meetings; copy of gifting agreement between Canadian Pacific Enterprises and OCO'88; copy of lease agreement between Marathon Realty Ltd. and OCO'88; photo prints of the Olympic Information Centre; an oversize blueprint has been placed into map folder in Map Cabinet 1/5)

Calgary Olympic Centre, 1985. (1st of 2 folders)

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Box 14

Calgary Olympic Centre, 1985. (2nd of 2 folders)

[COC Artifacts], 1985. (Regarding displays; includes information on sporting events of the XV Olympic Winter Games, plus coins and stamps)

COC, Artifacts and Displays, 1985-1986.

C[algary] O[lympic] C[entre], Correspondence, 1985-1986.

CP Olympic Centre, 1985-1986. (Includes copy of gifting agreement between OCO'88 and Canadian Pacific Enterprises Ltd.; reports on meetings of OCO'88 and CP; copy of lease agreement between Marathon Realty Co. and OCO'88; minutes of meeting between CP, OCO and McKim Advertising)

COC, Finance, 1985-1986.

COC, Hospitality Centre, n.d.

[COC], Newsletter, [1985-1986]. (For a time, the newsletter was entitled "Centre Piece")

COC, Opening, 1985-1986. (Includes photo print and invitations)

COC, Sharps A/V Ltd. Agreement, 1985-1986.

COC, Translations, 1985-1986.

COC, Corres[pondence], C[anadia]n Pacific, 1985-1987. (Includes minutes of Olympic Information Centre Committee meetings)

Budget, COC, 1986.

Box 15

Terry McDowell, [Calgary Olympic Centre], 1986. (Regarding renovations; oversize blueprints have been placed into map folder in Map Cabinet 1/5, and oversize plans have been put into Oversize Box 20)

COC, Filing, 1986. (Oversize plan has been placed in a map folder in Map Cabinet 1/5)

Copyright City of Calgary

Box 15 (cont'd)

Calgary Olympic Centre, Promotional, 1986. (Includes minutes)

COC, Publicity, 1986. (Includes a copy of Key to Calgary booklet, February 1986)

[COC], Signs, 1986. (Oversize blueprint has been placed in map folder in Map Cabinet 1/5)

COC, Tours & Receptions, 1986.

COC, Transportation, 1986.

COC, Audio Tracks, 1986-1987.

[COC], Committee Minutes, 1986-1987. (Minutes of Calgary Olympic Centre Committee meetings)

COC, Contact Reports From Corporate Communications Services, 1986-1987.

COC, Correspondence General, 1986-1987.

COC, Maintenance, 1986-1987.

COC, Marathon Realty, 1987.

COC, Renovations, 1987.

SUB SERIES: SPECIAL EVENTS AND PROMOTIONS

Box 15 (cont'd)

Mission, Los Angeles, 1984-1985.

Projects, Information Centre, Sarajevo, 1983.

Sarajevo Athletes Information, 1983.

Mission, Sarajevo, 1983-1984. (2 folders; includes information package)

Box 16

Sarajevo Promotion Centre, 1983-1984.

[Olympic Information Centre, Sarajevo], 1983-1984.

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Box 16 (cont'd)

[Olympic Information Centre, Sarajevo], 1984. (Includes agenda and minutes of Tri-Level meetings; reports)

Projects, Tri-Level Meetings, 1983-1984. (Includes minutes)

Sport Summit #1, (April-September'84), 1984. (Includes summit agenda/timetable)

Sport Summit #2, (October'84), 1984. (2 folders; includes photo prints; oversize blueprints have been placed in map folder in Map Cabinet 1/5)

SISMO, CTV, 1984-1985. (An IOC [Press] Seminar/Conference in Lausanne, Switzerland, November 1984)

Box 17

Town Hall Meetings, 1985.

Olympic Showcase, 1985.

Olympic Showcase, Ottawa, 1985. (Includes Diplomatic, Consular, and other Representatives in Canada)

Olympic Showcase, Gr[ande] Prairie, 1985.

Olympic Showcase, Edmonton, 1985. (Includes newspaper clippings)

Olympic Showcase, Montreal, 1985.

AFE, 1985-1986.

[Expo'86], 1986. (Information package)

Expo Photo, 1986. (Includes photo print; an 8 inch computer diskette was removed for disposal)

Expo'86 (1), 1983-1986.

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Box 18

Expo'86 (2), 1984-1985. (Includes information packages and pamphlets)

Expo'86 (3), 1983-1986. (2 folders; includes information packages, newsletters, and photo prints)

Give-Aways, 1986-1987. (2 folders; regarding requests for posters, pins, etc. on the Calgary'88 Olympic Winter Games)

Crest Give-Aways, 1986-1987.

Box 19

Giveaways, 1987. (2 folders)

OVERSIZE MATERIAL

Oversize Box 20

From **SUB SERIES: GENERAL**

Federal Express [Graphics], n.d. (Design sketch)

[Design Concepts for Federal Express], n.d. (Eight design concepts for Olympic Plaza by Dave Ellies Industrial Design Inc.: Circulation Plan, Olympic Plaza, Calgary, Alberta, n.d.; Ceremony Plan, Olympic Plaza, Calgary, Alberta, n.d.; six different plans entitled Olympic Plaza, Design Concept for Federal Express, n.d.)

Flagpoles, Venues, [1986]. (Plans: Olympic Plaza, Site Plan, n.d. (marked for flag locations); Canmore Nordic Centre, Preliminary Site Plan Olympics 1988, October 10, 1986 (2 copies; marked for locations of flags from participating nations); University of Calgary, Speed Skating Oval Site Contours, October 10, 1986 (2 copies; marked for locations of flags from participating nations); Mt. Allan Nakiska Site, Mid-Mountain Site Plan, 1986 (2 copies; marked for locations of flags from participating nations); Stampede Park, Venues

Copyright City of Calgary

Oversize Box 20 (cont'd)

Flagpoles, Venues, [1986]. (cont'd)

Site Plan, October 10, 1986 (2 copies; marked for locations of flags from participating nations); Mt. Allan/Nakiska Site, Base Area Site Plan, October 10, 1986 (2 copies; marked for locations of flags from participating nations); Canada Olympic Park, Site Plan, October 10, 1986 (2 copies; marked for locations of flags from participating nations))

Pageantry, Flags/NOCs, 1986. (Plans: University of Calgary, Speed Skating Oval Site

Contours, n.d. (marked for locations of flags from participating nations); Canada Olympic Park, Site Plan, n.d. (marked for locations of flags from participating nations);

Stampede Park, Venues Site Plan, n.d. (marked for location of flags from participating nations); Mt. Allan/Nakiska Site, Base Area Site Plan, n.d. (marked for locations of flags from participating nations); Mt. Allan Nakiska Site, Mid-Mountain Site Plan, n.d. (marked for locations of flags from participating nations); Canmore Nordic Centre, Preliminary Site Plan Olympics 1988, n.d. (marked for locations of flags from participating nations))

Special Projects, 1984-1985. (Photo prints: Proposed Information/Publicity Centre for Calgary Olympic Games, [1984]; colour, 11 x 14, some damage; Proposed Information/Publicity Centre for Calgary'88 Olympic Games, [1984]; colour, 11 x 14, some damage)

From **SUB SERIES: CALGARY OLYMPIC CENTRE**

Oversize Box 20 (continued)

Terry McDowell, [Calgary Olympic Centre], 1986. (Plans: Calgary Olympic Centre, Phase Two

Boardroom, Project-Drawing SKA 1, January 7, 1987 (date could be July 1, 1987; marked "Preliminary - For Discussion Only"); Calgary Olympic Centre, Phase Two

Boardroom, Project-Drawing SKA 1b, n.d. (marked "Preliminary For Discussion Only");

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Oversize Box 20 (continued)

Terry McDowell, [Calgary Olympic Centre], 1986. (cont'd)

Calgary Olympic Centre, Project-Drawing SKA 1c, n.d. (marked "Preliminary For Discussion Only))

Oversize Material in Map Cabinet 1/5

From **SUB SERIES: GENERAL**

City of Calgary, Transportation, 1986-1987. (Blueprints: The City of Calgary, Traffic Operations Division, Preview'88, Trans Canada Highway Signing, Oct. 29, 1986; The City of Calgary, Traffic Operations Division, XV Olympic Winter Games, Nakiska, Public Parking Lot Access Signing, Oct. 22, 1986)

[Design Theme], Presentation, 1986. (Plan: Design Theme, Implementation Opportunities, n.d. (Marked 'Draft'))

Design Theme Steering Committee, Corres[pondence], 1984-1986. (Schedules: Preliminary Schedule, Design & Procurement for Selected Pre-Olympic Venues, Justason & Tavender, Jan. 20, 1986; Preliminary Schedule, Design & Procurement for Selected Pre-Olympic Venues, Justason & Tavender, Jan. 20, 1986 (larger and different from the one above); Scope of Work, Design Theme, Calgary 1988 Olympic Winter Games, Justason & Tavender, December 20, 1985, revised January 20, 1986; Scope of Work, Design Theme, Calgary 1988 Olympic Winter Games, Justason & Tavender, December 20, 1985, revised January 20, 1986 (larger and different from the one above))

Saddledome, 1986. (Plan: OCO/Saddledome Foyer Proposal, 1986)

Signage, 1985-1987. (Blueprints: [untitled], Bus signage, [1986]; The City of Calgary, Traffic Operations Division, [signage, 1986]; [untitled], signage, [1986])

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Oversize Material in Map Cabinet 1/5 (cont'd)

Thematics #1 (January & February 1985), 1984-1985. (Schedule: [untitled] - schedule of procedures for flags, banners, standards manual, signs, monuments and general, 1985)

From **SUB SERIES: CALGARY OLYMPIC CENTRE**

C[algary] O[lympic] C[entre], Miscellaneous, 1985. (Blueprint: Calgary Olympic Centre, Exterior Sign, September/October 1985)

COC, Filing, 1986. (Plan: Palliser Square, Level 116, n.d.)

Terry McDowell, [Calgary Olympic Centre], 1986. (Blueprints: Calgary Olympic Centre, Palliser Square, Calgary, Alberta, Partial Floor Plan, Level 116, Project-Drawing A-1, n.d.; Calgary Olympic Centre, Palliser Square, Calgary, Alberta, Detail Floor Plan, Level 116, Project-Drawing A-2, n.d.)

[COC], Signs, 1986. (Blueprint: Calgary Olympic Centre, Palliser Square, May 29, 1986 [signage])

From **SUB SERIES: SPECIAL EVENTS AND PROMOTIONS**

Sport Summit #2, (October'84), 1984. (Blueprints: OCO'88 Display Area for World Trade Centre Exhibition, Nov. 26 to 29, 1984, October 1984; OCO'88 Display Area for World Trade Centre Exhibition, November 26 to 29, 1984, Sheet Two, October 1984)

VI. Communications Group, Public Relations Division, Community Relations Department, Associate Rita Albano. -- 1985-1988. -- 3.5 m of text and other material.

Administrative History: In the organizational charts of OCO'88, Rita Albano was first listed as Associate, Community Relations in 1987 January. Previous to this, Wendy Orr held this position. The correspondence in this series indicates that Ms. Albano was also referred to as Coordinator, Promotions in 1987.

Scope and Content: This multiple media series has been divided into three sub series: General Files, the Olympians Program, and Special Events and Promotions. These records are closely associated with the records in the previous series, especially with those related to the special events and promotions carried out by the Community Relations Department.

The other material consists of 12 photo negatives, approximately five maps, five plans, five photo prints, three blueprints, two sound cassettes, two cultural historic items (keys and a banner), one contact sheet, one poster, one video, and one (musical) score.

The title is taken from the contents of the boxes and the box labels.

A file listing follows.

File Listing:

SUB SERIES: GENERAL FILES

Box 1

[Rita Albano], Personal, 1986. (Consists only of two colour 8 x 10 photo prints of OCO'88 personnel in what is possibly the Stampede parade; the rest of the file was removed for disposal)

Accreditation, 1987-1988.

Adult Education, 1986-1987.

Announcers Committee, 1987.

Background Info[rmation], Calgary to Kananaskis Drive, 1986.

Budgets, 1987.

CTV HB, 1987-1988. (Includes maps and plans)

Cadets, 1987-1988. (Includes minutes of meeting regarding Cadet participation in the Olympics)

Calgary 1988 Olympic Winter Games, Graphics Manual, [1987].

Calgary Multicultural Association, 1986-1987.

C[algary] O[lympic] C[entre], 1986-1987. (Includes COC Lunchbox Lectures poster)

[Calgary Winter Festival], 1987. (4 folders; includes agenda and minutes of the Calgary Winter Festival "One Year and Counting" Committee meetings)

Box 2

[Calgary] Winter Festival Schedule, 1987.

[Calgary] Winter Festival, "One Year and Counting," 1986-1987. (Includes agenda and minutes of the Calgary Winter Festival "One Year and Counting" Committee)

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Box 2 (cont'd)

[Calgary] Winter Festival, Ethno Culture Festival Committee, 1986-1987. (Includes minutes of the Calgary Winter Festival "One Year and Counting" Committee)

[Calgary] Winter Festival'87, Opening Ceremony and Publicity, 1986-1987. (Includes keys and banner)

Canada Games'87, 1986-1987.

Canmore, 1986-1987. (Includes contact prints, photo negatives and pamphlets)

Cauldrons, 1987-1988.

Ceremonies, General, Notes, Info[rmation], 1987-1988.

Recognition/Medals Ceremonies, 1988.

Ceremonies, Schedule of Events, 1987.

Box 3

Chairman's Meetings, 1987-1988. (Includes agenda and minutes of meetings of the Venue Ceremonies Committee--Chair, [Phyllis Berck]; and of Recognition Ceremonies Committee--Chair, Phyllis Berck and/or Rita Albano)

Community Information, 1986-1987. (Includes pamphlets, community newsletters)

Decals and Brochures, n.d.

Equipment/Supplies for Venues, 1987-1988.

Flag Devices/Flag Poles, 1987-1988.

Flags, 1987-1988.

Flowers, 1987-1988.

Rick Hansen, 1986-1987.

Hosting, 1987-1988.

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Box 3 (cont'd)

Lake Placed [Information], 1987-1988.

Mail Blitz, 1987.

Mascot Logo Requests, n.d.

Mascot Symbol, Non-Commercial Use, 1986-1987.

Master Documents, n.d.

Matrix Board, 1987-1988.

Medals, 1987-1988.

Miscellaneous, Pending, 1987. (Regarding promotions; includes minutes of the Calgary Winter Festival "One Year and Counting" Committee meetings)

Misc[ellaneous] Requests, 1986-1987.

Music, 1987-1988.

Box 4

NOCs, 1987.

New Year's Party, January'88, City of Calgary, 1987.

Non-Commercial [Promotions], Pending Applications, 1986.

Northland Village Mall, [1987].

[OCO'88 Information], 1986. (Includes pamphlets, newsletters, etc.)

Olympians, 1987. (Includes agenda of Olympians Committee meeting)

Olympic Resource Kits, Background, "Come Together, The Olympics and You ...," Junior Resource Kit, 1986.

Olympic Trivia Game, n.d.

Olympic Villages, 1987.

Copyright City of Calgary

Box 4 (cont'd)

"The Petro-Canada Torch Candle," Proposed by Newville Industries Ltd., [1987]. (Includes photo prints)

Pins, n.d.

Podiums, 1987.

[Promotional Material], 1987.

[Promotions], 1987.

Recommendations, Winter Festival, 1987. (Includes minutes of the Calgary Winter Festival "One Year and Counting" Committee meetings)

Final Report, Promotions and Special Events, Community Relations, 1988. (Report from Rita Albano to Phyllis Berck)

Results, 1987-1988.

SAIT, 1986.

Salon de ski de Montréal, 1987.

Schedule, 1987-1988.

Security, 1987-1988.

Torch Relay, Calgary, 1987.

Transportation, 1987-1988.

Box 5

University of Calgary, 1986-1987.

Vancouver, Olympians, 1987.

Venue Ceremonies, English and French Scripts, 1987-1988.

Venue, Medical Control, 1988.

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Box 5 (cont'd)

Venue Requirements, 1985-1987. (2 folders; includes minutes of Canada Olympic Park

Ceremonies Committee meetings; of Nakiska Ceremonies meetings; of Venue Planning meeting; of Venue Chairmen's meetings; of Arts Festival/Ceremonies Venue meeting; of Venue Telecommunications meeting; of Oval/Bauer/McMahon Venue Committee meeting; of Ceremonies/Hosting meeting; of McMahon Stadium Expansion Liaison Committee meeting; of Stampede Park Venue meetings; of Olympic Plaza Steering Committee meeting)

Canada Olympic Park, 1987-1988. (Oversize plan has been placed in map folder; includes

notes and minutes of Canada Olympic Park Ceremonies Committee meetings--Chair, Dick Shaw; minutes of Canada Olympic Park Venue Management meeting--Chair, Francis Saville)

Canmore Nordic Centre, 1987-1988. (Includes minutes of Canmore Nordic Centre Ceremonies

Committee meeting--Chair, Neil Morrison)

Box 6

Max Bell [Arena], 1987-1988. (Includes minutes of Max Bell Arena Ceremonies Committee

meetings--Chair, France Bruce; Chair, Ceremonies, Short Track, Margaret Lounds; Chair, Ceremonies, Curling, France Bruce)

Nakiska, 1987-1988. (Includes agenda and minutes of Nakiska Ceremonies Committee

meetings--Chair, Ken Kilroe or Patti Hornes)

[Olympic Speed Skating] Oval, 1987-1988. (Includes minutes of Oval Ceremonies Committee

meetings--Chair, Wayne Patton; of Oval/Bauer/McMahon [Venue] Committee meeting)

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Box 6 (cont'd)

Saddledome, 1987-1988. (Includes minutes of Saddledome Ceremonies Committee--Chair Joe Brager)

SUB SERIES: OLYMPIANS PROGRAM

Box 6 (cont'd)

OCO'88 Olympians Committee, 1986-1987. (Includes minutes)

Monthly Reports, 1987. (Includes minutes of Olympians Committee meetings)

Authorization & Release [Forms], Other, 1987. (Release forms for those included in the "Olympians" program; includes those from Manitoba, Newfoundland, New Brunswick, Europe, Latin America, Prince Edward Island, Saskatchewan, USA, Nova Scotia and North West Territories)

[Authorization & Release], Quebec, 1987.

Box 7

Authorization & Release, British Columbia, 1987.

Authorization & Release, Ontario, 1987. (2 folders)

Authorization & Release, Alberta, 1987. (2 folders)

Olympic Song, 1987. (Includes French and English versions; sheet music)

[Olympic] Trivia Game, n.d.

Pageantry, 1987. (Includes copy of Community Pageantry Handbook, and Design Theme for the Calgary'88 Olympic Winter Games)

Pending File, 1987. (Includes photo negatives; purchase orders have been removed for disposal)

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Box 7 (cont'd)

Purchase Requisitions, 1987. (Most of this file was removed for disposal)

[Sponsor Opportunities, CFAC Promotion, Calgary Olympic Legacy], 1987. (1st of 2 folders; includes VHS video)

Box 8

[Sponsor Opportunities, CFAC Promotion, Calgary Olympic Legacy], 1987. (2nd of 2 folders)

Sponsors, Suppliers & Licensees, 1986-1987.

Torch Relay, 1987.

SUB SERIES: SPECIAL EVENTS AND PROMOTIONS

Box 8 (cont'd)

AT&T, 1987.

Advertising, 1986-1987. (Includes Calgary Herald, "Olympic Update," Dec. 27, 1986)

A[Alberta] U[rban] M[unicipalities] A[ssociation], 1987.

Backgrounder, Calgary 1988 Olympic Winter Games, Junior Resource Kit, 1986.

CBC, [1987].

CIJ [Venue tour], 1987.

Calaway Park, 1987.

Calgary Ski Show, 1987.

Celebration'88, 1987. (Includes "Promotional Material Specifications," "Guide for the Proper

Use of the Celebration 88 Logo by Celebration Committees: Olympic Torch Relay Route

Communities," "The Olympic Speakers Services," "A Guide for the Proper Use of the

Celebration 88 Logo by Celebration Committees," and "Olympic Torch Relay, Nov.'87-

Feb.'88, Promotional Material Specifications," all Federal Government reports)

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Box 8 (cont'd)

Celebrity Gala, NOC List, 1987.

C[ommunity] R[elations], Brochure, 1987.

Displays, 1987.

Events Services Available, 1987.

Federal Government, 1987.

Flames Production, October 1987, 1987. (Package of matches removed from the file)

Box 9

Hockey Promo[tion], 1987.

Jimmy [sic] Condon Arena, 1987.

Mascot Logo, 1986-1987.

Media List, 1987.

Media Projects, 1986-1987. (2 folders; includes pamphlets, booklets; two sound cassettes,
information packages)

Miscellaneous Events, 1986-1987.

Nordic Events, 1987.

Olympic Plaza, 1987. (Includes invitations, information packages)

Olympic Symbol Requests, 1987.

[Preview'88 Tickets], n.d.

Box 10

Special Events, 1987. (2 folders)

Special Events, Complete, 1985-1987.

Special Events, Displays, 1987-1988.

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Box 10 (cont'd)

Spruce Meadows, 1987.

Stampede'87, 1986-1987. (Includes photo print, minutes of meetings of the Calgary Exhibition & Stampede Salute to XV Olympic Winter Games Sub-committee)

Olympic Tent, Stampede'87, 1987. (Purchase Orders have been removed for disposal; includes agenda and minutes of meetings of the Stampede'87 Salute to Olympic Winter Games Committee, Information Guide to Calgary Stampede'87; oversize blueprints have been placed into map folder in Map Cabinet 1/5)

Stampeders Football Club, 1987.

Travel Alberta, 1987.

OVERSIZE MATERIAL

Oversize Material placed in **Map Cabinet 1/5**

Canada Olympic Park, 1987-1988. (Plan: Canada Olympic Park, Fences & Gates, December 16, 1987).

Olympic Tent, Stampede'87, 1987. (Blueprints: Nova Property Services Ltd., Officer Development Department, Plan--Banners Section, OCO Stampede Tent, [1987]; Nova Property Services Ltd., Office Development Department, OCO Stampede Tent, [1987]; Nova Property Services Ltd., Office Development Department, Site Plan, Elevation, 8 Plan--Floor Layouts, OCO Stampede Tent, [1987])

VII. Communications Group, Public Relations Division, Community Relations Department, Calgary Olympic Centre, Supervisor John Woolmer. -- 1986-1988. -- 1,778 slides and other material.

Administrative History: Records on the development and implementation of the Calgary Olympic Centre may be found in Series V, above. The records in this series represent some of the presentations shown in the Centre and the guest books signed by visitors to the Centre.

John Woolmer was Supervisor of the Calgary Olympic Centre at least as early as 1986 August when his name first appears on OCO organizational charts. These records probably came to the Archives through his office or that of his supervisor, Phyllis Berck. However, there is very little correspondence included into these files to indicate the exact source of these records.

Scope and Content: The records of this series have been divided into three sub series: Slides and Sound Cassettes: this sub series consists of a large number of slides which were undoubtedly used in the interactive displays and exhibitions found in the Calgary Olympic Centre. Most of these came as "Masters" along with a number of duplicate copies of the slides, which have not been kept with the originals. A small group of the slides, labelled "Athletes' . . ." seem to have been kept in duplicate form only. The labels on the slides when they arrived at the Archives indicated that most of them were produced and duplicated by Tinsel Media, but the date of their origin was never given. The sound cassettes are soundtracks used with the slides. A soundtrack for the "athletes" slides was not found. These are not standard sound cassettes, as they are square in shape and are labelled by the manufacturer as "PowerDrive Cartridge, Model TM, continuous loop tape cartridge for Mackenzie Message Repeaters."

Film, Video and Videodiscs: this sub series consists of copies of video, film and videodiscs, most of which have not been viewed, and may not have long term value. One oversize video/film has been placed into Oversize Box 17 for storage purposes.

Calgary Olympic Centre Guest Books: These guest books were signed by visitors to the Centre, with their comments. The oversize guest registers have been put into oversize boxes.

The other material consists of 20 (guest) registers from the Calgary Olympic Centre, 16 sound cassettes, 11 film reels, 10 videodiscs, seven videos, one sound tape reel and a small amount of text.

The title is derived from the contents of the box and the box labels.

A file listing follows.

File Listing:

SUB SERIES: SLIDES AND SOUND CASSETTES

Box 1

[Tinsel Media Productions, Correspondence], 1988.

1A, OCO Entry Master, n.d.

1B, OCO Entry Master, n.d.

1C, OCO Entry Master, n.d.

2A, OCO Entry Master, n.d.

3A, OCO Entry Master, n.d.

3B, OCO Entry Master, n.d.

3C, OCO Entry Master, n.d.

4A, OCO Entry Master, n.d.

Box 2

4B, OCO Entry Master, n.d.

4C, OCO Entry Master, n.d.

5A, OCO Entry Master, n.d.

5B, OCO Entry Master, n.d.

5C, OCO Entry Master, n.d.

6A, OCO Entry Master, n.d.

Box 3

6B, OCO Entry Master, n.d.

6C, OCO Entry Master, n.d.

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Box 3 (cont'd)

7A, OCO Entry Master, n.d.

7B, OCO Entry Master, n.d.

7C, OCO Entry Master, n.d.

8A, OCO Entry Master, n.d.

9A, OCO Entry Master, n.d.

Box 4

9B, OCO Entry Master, n.d.

[9C, OCO Entry Master], n.d.

A, OCO Exit Master, n.d.

B, OCO Exit Master, n.d.

C, OCO Exit Master, n.d.

D, OCO Exit Master, n.d.

E, OCO Exit Master, n.d.

F, OCO Exit Master, n.d.

G, OCO Exit Master, n.d.

Box 5

H, OCO Exit Master, n.d.

I, OCO Exit Master, n.d.

J, OCO Exit Master, n.d.

K, OCO Exit Master, n.d.

L, OCO Exit Master, n.d.

Copyright City of Calgary

Box 5 (cont'd)

OCO Sites A, n.d.

OCO Sites B, n.d.

OCO Sites C, n.d.

OCO Sites D, n.d.

Box 6

Calgary Olympic Center, Athletes Program, Tray A, Duplicate #2, n.d.

Calgary Olympic Center, Athletes Program, Tray B, Duplicate #2, n.d.

Calgary Olympic Center, Athletes Program, Tray C, Duplicate #2, n.d.

Box 7 (Note: content of sound cassettes is unknown)

[Calgary Olympic Centre Slideshow Soundtrack] Exit A, 12/24/87. (2 copies; sound cassette)

[Calgary Olympic Centre Slideshow Soundtrack] Exit B, 12/24/87. (2 copies; sound cassette)

[Calgary Olympic Centre Slideshow Soundtrack] Exit Tape A, Oct. 19/87. (Sound cassette;
note on tape: "out Dec. 30/87")

[Calgary Olympic Centre Slideshow Soundtrack] Exit Theatre Show B, Oct. 19/87. (Sound
cassette; note on tape: "out Dec. 30/87")

[Calgary Olympic Centre Slideshow Soundtrack] Exit Theatre Show B, Oct. 19/87. (Sound
cassette; note on tape: "not used "A" tape destroyed")

[Calgary Olympic Centre Slideshow Soundtrack] Exit Theatre, "A" July 8/87. (Sound cassette)

[Calgary Olympic Centre Slideshow Soundtrack] Exit Theatre, "B" July 8/87. (Sound cassette)

[Calgary Olympic Centre Slideshow Soundtrack] Sites, 86-06-20. (Sound cassette; note on
tape: "test")

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Box 7 (cont'd)

[Calgary Olympic Centre Slideshow Soundtrack] Sites, 10/07/87. (2 copies; sound cassette)

[Calgary Olympic Centre Slideshow Soundtrack] Sites, 01/88. (2 copies; sound cassette)

[Calgary Olympic Centre Slideshow Soundtrack] Sites, July/87, High Speed. (Sound cassette; cassette is not recorded on standard speeds and cannot be played on a standard cassette player)

SUB SERIES: FILM, VIDEO AND VIDEODISCS

Box 8 (Note: contents of videotapes unknown)

[Vicom, Correspondence, 1988]. (Re sports videos)

OCO'88, Entry Theatre (23 Proj), Master 8 Trck, AVL Sync, Olympic Entrance Master, n.d.

(Master tape, AGFA PEM 468 Professional, 730 m; placed in Oversize Box 18 for storage purposes)

Olympic Disc Master, Disc 1, Side 1, [May 1987]. (Sports Video, 1" Master, from Vicom Ltd., Edmonton; video footage produced for OCO)

Olympic Disc Master, Disc 1, Side 2, May 1987. (Sports Video, 1" Master, from Vicom Ltd., Edmonton; video footage produced for OCO)

Box 9 (Note: contents unknown)

Olympic Disc, Disc 2, Side 1, Audio Channels 1 & 2, May 1987. (Sports Video, 1" Master, from Vicom Ltd., Edmonton; video footage produced for OCO)

OCO, Ski Jump x 6, B Wind Opt[ical] Track, September 1986.

OCO, Ski Jump x 6, AB Rolls Dup[licate] Neg[ative], [1986].

Copyright City of Calgary

Box 10

OCO, Speedskating, Dup[licate] & Track; OCO Ski Jump x 6, AB Rolls, Dup[licate] Neg[ative];

Ski Jump x 6, B Wind Opt[ical] Track, 1988. (Sports film produced by Alpha Cine Service; contents unknown)

Calgary'88 Soon the Glory Begins, n.d. (Film; note: VHS and ¾ inch video versions of "Calgary'88: Soon the Glory Begins" can be found in Series XI)

Box 11 (Note: content of films is unknown)

CP Hockey, A Camera, 16 mm, n.d.

CP Hockey, B Camera, 16 mm, n.d. (2 copies)

Skating, 16 mm, n.d. (2 copies)

Skating, Mylar, Spliced, 16 mm, n.d.

Skating, 7111 Frames, Mylar, 4 min[utes], 53.6 sec[onds], n.d. (Note on wrapping: "cut on marks")

Speedskating, 16 mm, n.d.

Oversize Box 12 (Note: content of videodiscs is unknown)

Calgary Olympic Centre, Side I: The Events: Part I; Side II: The Events: Part II., produced by Vicom Ltd., n.d. (2 copies; videodisc)

Calgary Olympic Centre, The Events: Part III, produced by Vicom Ltd., n.d. (2 copies; videodisc)

Olympic Video Quiz, Calgary Info Centre, January 1986. (2 copies; videodisc; labelled: "taken out Sept. 86, old info & corrections made on new disc")

Olympic Centre Venue # 1, [produced by] Western Cinevision Inc., n.d. (Videodisc)

Olympic Centre Venue # 1 & 3, [produced by] Western Cinevision Inc., n.d. (Videodisc)

Copyright City of Calgary

Oversize Box 12 (cont'd)

Olympic Centre Venue #2, [produced by] Western Cinevision Inc., n.d. (Videodisc)

Olympic Centre Media Clip, [produced by] Western Cinevision Inc., n.d. (Videodisc)

Calgary'88 (French), 16 mm, copy 1, 16 minutes, June 1986. (Note: This film can be found in Series XI in VHS, Beta and ¾ formats; also included are English language versions on VHS, Beta, ¾ and 16 mm film formats.)

SUB SERIES: CALGARY OLYMPIC CENTRE GUEST BOOKS

Box 13

Calgary Olympic Centre, Guest Book, November 1986-March 1987.

Calgary Olympic Centre, Guest Book, March 1987-October 1987.

Stampede'87, 1987. (Guest Book)

Box 14

Calgary Olympic Centre, Guest Book, July 1987.

Calgary Olympic Centre, Guest Book, August 1987-September 1987.

Calgary Olympic Centre, Guest Book, October 1987-December 1987.

Box 15

Calgary Olympic Centre, Guest Book, December 1987-January 1988.

Calgary Olympic Centre, Guest Book, January 1988-February 1988.

Calgary Olympic Centre, Guest Book, February 1988.

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Box 16

Calgary Olympic Centre, Guest Books, March-May 1986. (2 books)

Calgary Olympic Centre, Guest Books, May-July 1986. (2 books)

Calgary Olympic Centre, Guest Books, July 1986. (1 book)

OVERSIZE MATERIAL

Oversize Box 17

Calgary Olympic Centre, Guest Books, February 1986-September 1986. (4 books)

Oversize Box 18

Calgary Olympic Centre, Guest Books, September 1986-November 1986. (2 books)

OCO'88, Entry Theatre (23 Proj), Master 8 Trck, AVL Sync, Olympic Entrance Master, n.d.

VIII. Communications Group, Public Relations Division, Community Relations Department, Venue Tours. -- 1985-1988. -- 1.38 m of text; 1 cultural historic item.

Administrative History: Libby Brooks was the Clerk in charge of Venue Tours in the Community Relations Department of the Public Relations Division, Communications Group. She reported to Manager, Phyllis Berck. Her name first appears in the organizational charts of OCO'88 in 1987 January, but the correspondence in the files below indicates that she was involved in arranging the Venue Tours as early as 1986 September along with Wendy Orr, who was a Coordinator in the Community Relations Department.

Scope and Content: These files consists mainly of itineraries for venue tours from 1985 to 1988. As well, there is some correspondence, reports, forms and a copy of the "Go for the Gold" game.

The title is from the contents of the boxes and the box labels.

A file listing follows.

Copyright City of Calgary

File Listing:

Box 1

[Venue Tours], Alpha File, A, B, 1985-1987.

[Venue Tours], Alpha File, C, 1987. (2 folders)

Alpha File, D-K, 1984-1987. (2 folders; itineraries of venue tours by various associations and groups)

Alpha File, L-N, 1985-1987.

Box 2

Alpha File, O-R, 1985-1987. (2 folders)

Alpha File, S-T, 1985-1987.

Alpha File, U-Z, 1985-1987.

Venue Tours 1986, June-December Itineraries, 1986. (2 folders)

[Venue] Tour Arrangements, October 1986. (1st of 2 folders)

Box 3

[Venue] Tour Arrangements, October 1986. (2nd of 2 folders)

Staff Venue Tour, 22 November 1986.

Venue Tours, January 1-14, 1987.

Venue Tours, January 15-31, 1987. (2 folders)

Box 4

Venue Tours, February 1-18, 1987. (2 folders)

Venue Tours, February 19-28, 1987. (2 folders)

Copyright City of Calgary

Box 4 (cont'd)

Venue Tours, March 1-15, 1987. (1st of 3 folders)

Box 5

Venue Tours, March 1-15, 1987. (2nd and 3rd of 3 folders)

Venue Tours, March 16-31, 1987. (3 folders)

Venue Tours, April 1-15, 1987. (1st of 2 folders)

Box 6

Venue Tours, April 1-15, 1987. (2nd of 2 folders)

Venue Tours, April 16-30, 1987. (2 folders)

Venue Tours, May 1987. (1st and 2nd of 3 folders)

Box 7

Venue Tours, May 1987. (3rd of 3 folders)

Venue Tours, June 1987. (3 folders)

Venue Tours, July 1987. (1st of 3 folders)

Box 8

Venue Tours, July 1987. (2nd and 3rd of 3 folders)

Venue Tours, August 1987. (2 folders)

Venue Tours, September 1987. (1st of 3 folders)

Copyright City of Calgary

Box 9

Venue Tours, September 1987. (2nd and 3rd of 3 folders)

Venue Tours, October 1987. (1st 3 of 4 folders)

Box 10

Venue Tours, October 1987. (4th of 4 folders)

Venue Tours, November 1987. (4 folders)

Box 11

[Venue Tours], December 1987-January 1988. (3 folders)

Venue Tours, Thank You Letters, 1986-1987.

Reports, 1986-1987.

Go for the Gold, Bus Edition, n.d

IX. Communications Group, Public Relations Division, Community Relations Department, Pageantry Program, Supervisor Tom O'Connor. -- 1985-1988. -- 1,036 blueprints and other material.

Administrative History: The records in this series came to the Archives in boxes labelled "Pageantry." A study of the organizational charts of OCO'88 gives little indication that "Pageantry" was a separate and distinct part of the organization. As early as 1982 January, "Graphics" was a planned part of the Communications Olympic Council. Later, prior to the major reorganization of OCO'88 in 1986/87, there was a Program called "Promotions" in the Visual Arts section of the Culture Department in the Communications Group. This Program included banners and other aspects prominent in the Arts Festival for the 1988 Olympic Winter Games. After the reorganization of OCO'88, Pageantry became a Program within the Community Relations Department of the Public Relations Division, Communications Group. Tom O'Connor was the Supervisor of this Program, and he reported to the Manager of Community Relations, Phyllis Berck.

Scope and Content: These records have been divided into the following sub series:

Pageantry Design Theme: includes design theme proposals and reports, colour samples and palettes, general correspondence, new releases, some cultural historic items (artifacts), photo negatives and slides of pageantry, and videos of the pageantry design theme.

General Files: consist of general correspondence, schedules, forms and photo prints. A number of files containing purchase order forms and supply requisitions were removed for disposal, as well as files of forms and shipping memoranda regarding pageantry ordered for the various venues. Of the latter files, one sample file was retained, that being for the venue Nakiska (see Box 11).

Community Files: consist of general correspondence, pamphlets, agenda and minutes, reports, agreements, manuals and handbooks, and various other textual material. Some files of order forms for pageantry have been removed for disposal. These files are the records of the involvement of various Calgary community associations in the Olympic Pageantry Program. The Coordinator of Community Programs was Marilyn Cooper.

Venue Files: consist of some correspondence, reports, agenda, minutes, copies of contracts and other textual material, but are largely made up of copies of blueprints, plans, charts and other oversize material. Many files also contain transparencies of pageantry schedules and venue sites, photo prints, handbooks, pamphlets and some cultural historic items. In some cases, duplicate blueprints and schedules have been removed. Researchers should note that the plans in Box 23 are not complete, but are merely duplicates which can be used for reference purposes; a complete set of plans from this box have been placed into the map folders. Other oversize material has been placed into Oversize Boxes 25 (Olympic Flags and oversize sketches), 26 and 27 (plans). A complete listing of the plans in Oversize Boxes 26 and 27 may be found in Appendix I.

The other material consists of 3.33 meters of text, 87 slides, 60 oversize drawings, 50 photo prints, 26 pages of charts, four schedules, three videos, one poster, one photo negative, and approximately 12 cultural historic items (such as balloons, banners, flags and ribbons).

The title of the series has been taken from the box labels and an examination of organizational charts. A file listing follows.

File listing:

SUB SERIES: PAGEANTRY DESIGN THEME

Box 1

Justason & Tavender, Design Theme, Scope of Work, December 16, 1985, 1985-1986.

Design Theme, Proposal for Consulting Services, 1985. (2 versions by Tavender and Associates)

Design Theme, Information Base, Justason & Tavender, 1985-1986. (2 folders; includes meeting reports)

Designing the Look of the '88 Olympics, Freeman Yipp/Palmer Jarvis, 1985.

Olympic Village I & II, Planning, n.d.

Design Theme for the Calgary'88 Olympic Winter Games, 1986. (By Justason & Tavender; includes marginal notes)

Environmental and Graphic Design Management Programme for the Fifteenth Winter Olympic Games, Calgary, Alberta, Canada: A Proposal by Centrum Design Group of Calgary, 1985.

[Arts Festival News Releases], 1987.

Pageantry Committee, 1986. (Address list only)

Case Study: The Look of the 1988 Olympic Winter Games, n.d. (By Studio 3 Graphics Ltd.)

Box 2

Design Theme, Colour Palettes, Justason & Tavender, n.d. (Environmental colour palette and architectural colour palette)

[Pageantry, Approved Colours], n.d. (Samples of "Canadiana" and "Textile Arts" approved colours)

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Box 2 (cont'd)

[Pageantry, Negative], n.d. (Black and white, 4 x 5 photo negative of pageantry on street; colour slide of same below)

[Pageantry, Slides], n.d. (35 mm colour slides, probably for presentations on design and pageantry themes, although this is not stated anywhere)

Box 3

OCO Pageantry Design Theme, August 1, 1986. (Master UCA 10 video)

Calgary'88 Pageantry Design Theme, [1986]. (VHS video, 8 minutes; title when played "Design Theme for the Pageantry of Calgary'88 Olympic Winter Games," by Justason & Tavender; this video has deteriorated in many places)

R.W. Sanford, "OCO Pageantry Design," August 1986. (VHS video, 8 minutes; duplicate of videotape above; marked "Duplicate . . . Westrack Communications" Unlike the video above, this copy has not deteriorated)

Montgomery: A Handbook of Improvements & Suggestions, Trans Canada Highway-West, n.d.

(Produced by The City of Calgary; placed in Oversize Box 25)

SUB SERIES: GENERAL FILES

Box 4

Pageantry Committee, Minutes, 1986-1987. (2 folders; Chair, Pageantry Committee, Bill Tobman)

Pageantry Committee, 1986-1988. (Includes minutes of meetings and Committee Scope Statements)

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Box 4 (cont'd)

Pageantry, Minutes/Meetings, 1987. (Includes minutes of the Venue Pageantry Committee, of Coordination meetings, of Pageantry, CTV/HB & ABC meeting, of a Post Award meeting, of ATCO Roof Pageantry meeting, and of a meeting regarding the pageantry contract and Pageantry Installation Supervision)

Pageantry, Monument Committee, [1987]. (Report of the Monument Sub-committee of the Pageantry Committee)

Pageantry, 1986-1987.

Pageantry, Current, 1987.

Pageantry, AFE, 1987.

Pageantry, Budget, 1986-1987.

Pageantry, Operational Funding, 1987.

Pageantry, Budget, 1987-1988.

Pageantry Manual, 1986-1987. (2 folders; includes 1986 draft copy of "The Official Design Theme Graphic Standards Manual")

Box 5

Pageantry Manual, Legal, 1987.

Pageantry, Venue Operations Manual, 1987.

Pageantry, Arts Festival, 1986-1987. (Includes colour palette)

Costumes, 1986-1987. (Tenders)

Consultants, Pageantry, 1987.

Electrical Systems, 1987.

Copyright City of Calgary

Box 5 (cont'd)

Pageantry, Hardware, 1987-1988. (Includes bid for temporary scaffold structures and copies of plans)

Pageantry, Highways, 1987.

Pageantry, Installation Contracts, 1987-1988.

Pageantry Kiosks, 1987.

Pageantry, Olympic Billboards, 1986.

Pageantry, Painting, n.d.

Pageantry, Prints/Sepias, 1987.

Pageantry Schedules, 1987.

Pageantry, Thank Yous, 1988.

Pageantry, Theft, Take-Down, Recovery, 1987-1988.

Pageantry, Volunteers, 1987.

General Contractor, 1987.

Pageantry, Private Submissions, 1985-1987. (Includes photo prints)

Hook, Outdoor Promo[tion], 1987.

Pageantry World, 1987.

Corporate [Pageantry], 1987-1988. (Most of the Corporate Pageantry Order forms were removed for disposal; some were kept as examples)

Atlas [Textile Print Ltd.], 1987-1988. (Includes sample colours)

Box 6

Atlas [Textile Print Ltd.], 1987-1988.

Canadiana, 1987. (2 folders)

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Box 6 (cont'd)

Canadiana [Textile], 1987.

Canadiana Textile, 1987.

Canadiana [Textile Screen Prints Ltd.], 1987-1988.

Textile Art Craft, 1987.

Textile [Artcraft Incorporated], 1987. (1st of 2 folders)

Box 7

Textile [Artcraft Incorporated], 1987. (2nd of 2 folders)

Textile Artcraft [Incorporated], 1987-1988. (2 folders)

Textile Artcraft, 1987-1988.

Textile, 1987-1988. (1st and 2nd of 4 folders)

Box 8

Textile, 1987-1988. (3rd and 4th of 4 folders)

Justason & Tavender #1, 1986-1987. (2 folders)

Justason & Tavender, #2, 1987.

Box 9

Justason & Tavender, Addendum #2, 1987-1988.

Justason & Tavender #3, 1986-1988. (2 folders; includes agenda and minutes of Justason & Tavender Coordination meetings)

Justason & Tavender, 1987. (2 folders)

Pageantry #1, Working File, J[ustason] & T[avender], 1987.

Copyright City of Calgary

Box 9 (cont'd)

Justason & Tavender, 1987. (1st of 2 folders)

Box 10

Justason & Tavender, 1987. (2nd of 2 folders)

Application of Olympic Rings, Justason & Tavender, June 1987. (Includes photo prints;
oversize blueline drawings placed in Map Folder 1 in Map Cabinet 1/5)

J[ustason] & T[avender], Contract and Billings, 1986-1988. (3 folders; includes copy of
agreement)

Pageantry, Justason & Tavender, 1987-1988.

Box 10

Tenders, Venues, 1987.

Pageantry #2, 1987. (City Streets, Corporate/Community, Canmore; includes Corporate and
Community Pageantry Handbooks)

Pageantry, Airports, 1987-1988.

Pageantry, City of Calgary, 1986-1987. (Includes minutes of Olympic Pageantry, City Street
Programme meeting)

Pageantry, City of Calgary, 1987-1988. (Includes slide)

Box 11

Pageantry, C[anada] O[lympic] P[ark], 1987-1988. (Includes minutes of a COP Venue
Pageantry meeting)

Pageantry, Canmore, 1987-1988.

Copyright City of Calgary

Box 11 (cont'd)

Canmore Nordic Centre, 1988. (Agenda of Venue Specific Site meetings)

Pageantry, I[nternational] B[roadcast] C[entre], 1987. (Includes minutes of an IBC
Facility/Stampede Park meeting)

Pageantry, Max Bell Arena, 1987. (Includes minutes of Max Bell Arena Venue Planning
meeting)

Pageantry, Nakiska, 1987. (Includes minutes of the Nakiska Sports Pageantry)

Nakiska, 1987. (Forms and shipping memoranda regarding pageantry ordered)

Pageantry, Olympic Plaza, 1987-1988.

Pageantry, Stampede Park, 1987.

U[niversity] of C[algary], 1987-1988. (Includes minutes of meeting; oversize blueprint has been
placed into Map Folder 1 in Map Cabinet 1/5)

Pageantry, University of Calgary, 1987-1988.

Pageantry, Venues, 1987-1988.

Venues, General, 1987. (3 folders; includes agenda of Pageantry/Engineering/Construction/
Justason & Tavender meeting; oversize blueprint and schedules have been placed into
Map Folder in Map Cabinet 1/5)

Box 12

Misc[ellaneous] Installations, 1987-1988.

Inspections, 1988.

Flags/Banners, Background Info[rmation], 1987.

Flags, 1986-1987. (Includes oversize poster of "The National Flags of the World")

Pageantry, Flags & Banners, 1986-1987. (Includes copy of Flag Protocol)

Copyright City of Calgary

Box 12 (cont'd)

Banner Production and Tag Requirements, Purchasing, 1987. (2 folders)

Prequalification Replies, Supply; Flags, Banners, Panels, 1987. (2 folders)

Box 13

Pageantry, Nations Flags, n.d.

Nations Flags, P[ageantry] W[orld] I[nc], 1987.

Flag Inventory, n.d.

Venue Signage, 1987.

Summaries, 1987.

Summaries, Heritage Images, 1987.

Summaries, Sports Images, 1987.

Summaries, Design Themes, 1987.

SUB SERIES: COMMUNITY FILES

Box 13 (cont'd)

North Haven Community Association, Olympic Pageantry Proposal, 1987-1988.

[Pageantry, Ramsay and Dover Communities], 1987-1988.

[Community Pageantry Banner Summary], 1988.

IBEW, 1987-1988. (Re contribution to the Olympics)

Hospitality Programme, '88 Answers, 1987-1988. (2 folders; includes "'Best Ever' Begins with

You," OCO'88 Speakers Bureau by Marty Way, May 1987; and OCO'88 Speakers Bureau Policy Manual by Sidney Craig)

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Box 13 (cont'd)

Pageantry, 1987-1988. (1st of 2 folders; includes notes, agenda and minutes of Pageantry Steering Committee meetings; Report on Design Theme; and Community Pageantry Handbook)

Box 14

Pageantry, 1987-1988. (2nd of 2 folders)

Pageantry, 1987. (Re communities within and without Calgary)

Pageantry, 1987-1988. (Includes "Olympic Torch Relay, Nov.'87-Feb.'88, Promotion Material Specifications"; copies of supply requisitions and pageantry schedules were removed for disposal)

Orders, Supplies, 1987-1988.

[Community Pageantry Packages], 1988. (Most of the goldenrod copies of pageantry order forms have been removed for disposal; a few were kept as examples)

Community Program, 1987. (Includes copy of Community Participation Agreement)

[Pageantry, Community Groups, 1987].

Stampede Parade, 1987. (Includes information on the OCO'88 Mascot Committee; and minutes of Salute to Olympic Winter Games Committee meetings)

Marilyn Cooper, 1987. (Re Stampede '87)

Klondike Days, 1987.

Community Winter Festival Resource Kit, [1987]. (Prepared by The City of Calgary Parks and Recreation Department)

Box 15

'88 Answers . . . Tout sur les jeux, 1987. (2 folders)

SUB SERIES: VENUE FILES

Box 15 (cont'd)

Venues, Volunteer[s], 1987. (Includes minutes of Venue Pageantry Committee)

Accreditation, 1987-1988.

IOC [Flag] Poles, 1987-1988. (Includes "Geotechnical Investigation: Proposed IOC Flagpoles Sites, Canada Olympic Park, Olympic Oval, Canmore Nordic Centre, and Nakiska," by Hardy BBT Limited, September 1987; oversize blueline drawing has been placed into Map Folder 2 in Map Cabinet 1/5)

Triparts/Bases, 1987. (Regarding tenders)

Hardware/Construction, 1987. (Includes pageantry construction schedules, plans)

Lighting, 1987. (Includes photo print; oversize blueline drawing has been placed in Map Folder in Map Cabinet 1/5)

Inflatables, 1987. (Includes photo prints)

Painting, 1987-1988.

Pageantry Panels/Columns, 1987-1988.

Banner Tenders, General, 1987.

Banner Summaries, 1987. (1st of 3 folders)

Box 16

Banner Summaries, 1987. (2nd and 3rd of 3 folders)

Schedules, 1987.

Box 16 (cont'd)

Contract #1, Nakiska, CNC, CAV [Canmore Athletes' Village], 1987.

Contract #2, University of Calgary, 1987. (3 folders)

Contract #3, 4, 5, 1987. (1st and 2nd of 4 folders)

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Box 17

Contract #3, 4, 5, 1987. (3rd and 4th of 4 folders)

Pageantry Budget, 1987-1988. (2 folders)

Nations' Flags, 1987.

Michael Calvert, 1987.

Calgary Neighbours, 1987.

Highway Program, 1987-1988. (Oversize blueline drawing and poster have been placed into
Map Folder 2 in Map Cabinet 1/5)

Box 18

Tenders, City, 1987. (2 folders; includes Tender No. 7-7249, "City of Calgary, Olympic
Enhancement," oversize blueprint has been placed in Map Folder 2 in Map Cabinet 1/5)

Tender Packages, 1987-1988. (2 folders)

Pre-Tender Questionnaires, 1987.

Airport/MAC [Main Accreditation Centre], 1987. (Oversize blueprints have been placed into
Map Folder 3 in Map Cabinet 1/5)

Athletes Villages, 1987-1988. (Oversize blueprints are in Map Folder 3 in Map Cabinet 1/5)

CNC [Canmore Nordic Centre], 1987. (Oversize blueprints have been placed into Map Folder
3 in Map Cabinet 1/5)

COP [Canada Olympic Park], 1987. (Oversize blueprints have been placed into Map Folder 4
in Map Cabinet 1/5)

Palliser [Hotel]/Convention Centre, 1987. (Includes minutes of Palliser Hotel/Convention
Centre/Plaza Committee)

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Box 19

Pageantry, Palliser [Hotel], 1987. (Includes agenda and minutes of the Palliser
Hotel/Convention Centre Venue Operating Committee)

Palliser [Hotel]/Convention [Centre], 1987-1988. (Oversize blueprints have been placed into
Map Folder 6 in Map Cabinet 1/5)

Pageantry, Convention Centre, 1987. (Includes minutes of the Palliser Hotel/Convention Centre
Venue Operating Committee)

Media Villages, 1987. (Oversize blueprints are in Map Folder 4 in Map Cabinet 1/5)

OBM [Oval, Bauer, McMahon], 1987. (Oversize blueprints have been placed into Map Folder
5 in Map Cabinet 1/5)

Nakiska, 1987. (Oversize blueprints have been placed into Map Folder 6 in Map Cabinet 1/5)

Stampede Park, 1987-1988. (Oversize blueprints have been placed into Map Folder 7 in Map
Cabinet 1/5)

Nations Flags, Repair, 1988.

Nations Flags, AG, 1988.

Nations Flags, 1987-1988. (2 folders; oversize blueprint has been placed into Map Folder 8 in
Map Cabinet 1/5)

[Pageantry, Charts], n.d. (Placed into Map Folder 8 in Map Cabinet 1/5)

CTV-HB, General, 1987-1988. (Includes summaries of broadcast contracts, and minutes of
CTV-HB/OCO'88 Venue meeting; oversize blueprints have been placed into Map Folder
9 in Map Cabinet 1/6)

Youth Banners, 1987-1988. (Includes Youth Banner Handbook)

COP [Canada Olympic Park], 1987. (Includes minutes of COP Venue Management meetings;
oversize blueprints have been placed into Map Folder 9 in Map Cabinet 1/6)

Canmore Town, 1987.

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Box 20

Pictograms, Tents, 1987-1988. (Oversize blueprint is in Map Folder 9 in Map Cabinet 1/6)

Airport, 1987.

Athlete's Villages, U of C, Canmore, 1987-1988. (Incl. agenda & minutes of venue meetings)

Max Bell, 1987. (Oversize blueprints placed into Map Folder 10 in Map Cabinet 1/6)

Media Villages I and II, 1987.

Stampede Park, 1987. (2 folders; includes minutes of meetings; oversize blueprints have been placed into Map Folder 10 in Map Cabinet 1/6)

Olympic Oval, 1987. (Includes minutes of venue meeting and TD [Technical Delegations] reports; oversize blueprints have been placed into Map Folder 11 in Map Cabinet 1/6)

Solicitations, 1987-1988. (Proposals and reports on pageantry products; includes pamphlets, balloons, colour photo prints and banners)

Box 21

Scaffold (& Roof), 1987-1988. (Oversize blueprints and drawings have been placed into Map Folder 11 in Map Cabinet 1/6)

Nakiska, 1987. (Oversize blueprints have been placed into Map Folder 12 in Map Cabinet 1/6)

Installation, 1987-1988.

City Program, 1987-1988. (Includes minutes of Olympic Flag Raising Committee, of Olympic Pageantry meetings, and of Project meetings on Olympic Enhancement; plans and drawings; oversize blueprints have been placed into Map Folder 12 in Map Cabinet 1/6)

Signage, 1987-1988. (2 folders; includes XV Olympic Winter Games, "Proposal Call for: Supply, Installation and Removal of Temporary Signage," October 1987 and "Spectator and Sports: Sign Program Design Guidelines," July 24, 1987)

Community Pageantry], 1987-1988. (Incl. organizational charts of the Pageantry Committee)

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Box 22

Canmore Nordic Centre, 1987-1988. (Includes colour photo prints of pageantry in Europe;
oversize blueprints have been placed into Map Folder 12 in Map Cabinet 1/6)

Presentations, 1987-1988. (Includes agenda and notes on Venue Pageantry meeting)

KC Home Centre, 1987. (Regarding Canmore Volunteer Centre)

Kiosks, 1987. (Oversize blueprints have been placed into Map Folder 12 in Map Cabinet 1/6)

Ceremonies/Protocol/VIP, 1986-1987. (Includes "General Rules for Flying and Displaying the
Canadian Flag and Other Flags in Canada," and 8 x 10 black & white photo prints)

Clothing and Flowers, 1987.

Pageantry, Marketing, 1987.

Pageantry Poster, 1987.

Gov[ernment], 1987.

Pageantry, Stampede'87, 1986-1987. (Includes sample pageantry colours)

Box 23

[Correspondence], 1987.

Nakiska, Mt. Allan, Site Plan, Base Area, Pageantry Locations, Drawing No. 860-1, Oct. 1987.

Nakiska, Mt. Allan, Site Plan, Mid-Mountain Area, Pageantry Locations, Drawing No. 860-2,
October 1987.

Mt. Allan Nakiska Site, Base Lodge, Mid-Mountain Lodge, Pageantry Locations, Drawing No.
860-3, September 1987.

Mt. Allan Nakiska Site, Plans/Course Layouts, Pageantry Locations, Drawing No. 860-4,
September 1987.

Mt. Allan Nakiska Site, Building Elevations/Detail, Drawing No. 860-5, Revised and Updated,
October 1987.

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Box 23 (cont'd)

Arts Festival, Jubilee Auditorium, Alberta College of Art, Pageantry Locations, Drawing No. 861-1, September 1987.

Arts Festival, First Canadian Centre, Odeon Theatre, Prince's Island, U of C Theatre, Reeve Theatre, Cascade Building, Bogarts, New Gallery, Canmore.

Centennial Park, Pageantry Locations, Drawing No. 861-3, September 1987.

Calgary International Airport, Site Plan, Pageantry Locations, Drawing No. 862-1, Sept. 1987.

Calgary International Airport, Arrivals Level, Pageantry Locations, Drawing No. 862-2, September 1987.

Calgary International Airport, Departures Level, Pageantry Locations, Drawing No. 862-3, September 1987.

Calgary International Airport, Dome Hanger Site Plan, Pageantry Locations, Drawing No. 862-4, September 1987.

Calgary International Airport, Dome Hanger Building Plan, Pageantry Locations, Drawing No. 862-5, September 1987.

Dome Hanger Building Sections, Pageantry Installation, Drawing No. 862-6, Revised and Updated, October 1987.

Calgary Centre for Performing Arts, Ground Level Floor Plan, Pageantry Locations, Drawing No. 863-1, September 1987.

Media Villages, Broadcast Hill, Lincoln Park, Pageantry Locations, Drawing No. 870-1, September 1987.

Media Villages, Broadcast Hill, Lincoln Park, Pageantry Locations, Drawing No. 870-1, September 1987, Revised and Updated, October 1987.

Media Village, Southern Alberta Institute of Technology, Pageantry Locations, Drawing No. 871-1, September 1987.

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Box 23 (cont'd)

Olympic Plaza, Site Plan, Pageantry Locations, Drawing No. 884-1, September 1987.

Box 24

Pageantry Panels, Tom O'Connor, 1987.

Banner Installation Requirements, Tom O'Connor, 1987. (2 folders)

Banner Production and Tag Requirements, Tom O'Connor, 1987. (2 folders)

OVERSIZE MATERIAL

Oversize Box 25

Montgomery: A Handbook of Improvements & Suggestions, Trans Canada Highway-West, n.d.

(Produced by The City of Calgary)

[Olympic Flags, 1988]. (2 flags)

Oversize Box 26

[Stampede Park], 1986-1987. (From a binder of 57 plans (copies only) of Stampede Park, International Broadcast Centre, Olympic Saddledome and Corral. For a complete listing of these plans and the ones which follow in Oversize Boxes 26 and 27, see Appendix I)

Mount Allan/Nakiska, 1986-1988. (From a binder of 33 plans (copies only) of Mount Allan, and the Nakiska ski area)

Canmore Nordic Centre, 1986-1988. (From a binder of 43 plans (copies only) of Canmore Nordic Centre)

[Foothills Athletic Park], 1986-1987. (From a binder of 22 plans (copies) of Foothills Athletic Park, Foothills Park Field House, Father David Bauer Arena and Norma Bush Arena)

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Oversize Box 26 (cont'd)

[Max Bell Arena], 1986-1987. (From a binder of 46 plans (copies only) of Max Bell Arena)

[Accreditation Centre, Jimmie Condon & Rose Kohn Arena, Universal Sales & Service & Seaway Warehouse, Canmore Olympic Village, Convention Centre], 1986-1987. (From a binder of 26 plans (copies only))

[Calgary International Airport], 1987. (From a binder of 5 plans (copies only))

Stampede Park, [1987]. (Copies of 19 plans of Stampede Park, Main Press Centre, International Broadcast Centre, Olympic Saddledome and Corral)

[Canada Olympic Park], 1986-1987. (From a binder of 84 plans (copies only) of Canada Olympic Park, Olympic Volunteer Centre and Olympic Hall of Fame)

Oversize Box 27

[Corral], 1986-1987. (From a binder of 50 plans (copies only))

University of Calgary, Foothills Athletic Park, 1987. (From a binder of 55 plans (copies only) of the University of Calgary Campus, particularly the residences, McMahon Stadium and Olympic Volunteer Centre)

SAIT Campus, Olympic Plaza, 1987. (From a binder of 75 plans (copies only) of SAIT Campus, particularly Owasina Hall; there were no plans of Olympic Plaza)

[Stampede Park], 1986-1987. (2 folders; from a binder of 157 plans (copies only) of Stampede Park, Olympic Saddledome, International Broadcast Centre, Main Press Centre and Corral)

Mt. Allan-Nakiska, 1986-1988. (Copies of 21 plans of Mount Allan and the Nakiska ski area)

Canmore Nordic Centre, 1987. (Bound set of 20 plans (copies only); note that the dates on these copies are so small they are nearly unreadable)

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Oversize Box 27 (cont'd)

Canada Olympic Park, 1987-1988. (Bound set of 34 plans (copies only) of Canada Olympic Park, Olympic Volunteer Centre and Olympic Hall of Fame)

Olympic Speed Skating Oval, 1987-1988. (Bound set of 7 plans (copies only) of the University of Calgary and the Olympic Speed Skating Oval)

Max Bell Arena, 1987. (Bound set of 11 plans (copies only))

Father David Bauer Arena, [McMahon Stadium], 1987. (Bound set of 8 plans (copies only) of Father David Bauer Arena and McMahon Stadium)

Canmore Athlete Village, 1987. (Bound set of 8 plans (copies only))

Stampede Park, Olympic Saddledome, Corral, [1987-1988]. (From binder of 18 plans (copies only) of Main Press Centre, Stampede Park, International Broadcast Centre, Olympic Saddledome and Corral)

XV Olympic Winter Games, Calgary, Alberta, Canada, Engineering Final Report, Volume II, Drawing List, n.d. (2 copies)

Oversize Material placed into Map Cabinet 1/5

Map Folder 1

From **SUB SERIES: GENERAL FILES**

Application of Olympic Rings, Justason & Tavender, June 1987. (Blueprints: Exterior Signage, Olympic Rings, Drawing No. PA31, September 1987; Father David Bauer Arena, Saddledome/Corral, Decal Graphics for Hockey and Figure Skating, Drawing No. PA-28, Issued Oct. 5, 1987)

U[niversity] of C[algary], 1987-1988. (Blueprint: McMahon Stadium, April 9, 1987)

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Oversize material in Map Cabinet 1/5 (cont'd)

Map Folder 1 (cont'd)

Venues, General, 1987. (Blueprint: Olympic Venues, IOC Flag Pole Locations, Drawing No. G-8, Issued July 6, 1987, Justason & Tavender; Schedules: Typical Major Venue Design, Duration--Days, 1986/16/17, Revised 87/01/09 (2 copies); Master Resource Schedule, Justason & Tavender, 1987/01/09, HSW (2 copies))

Map Folder 2

From **SUB SERIES: VENUE FILES**

IOC [Flag] Poles, 1987-1988. (Blueprint: Olympic Venues, IOC Flag Pole Locations, Nations Flag Poles Locations, November 1987)

Lighting, 1987. (Blueprint: Calgary International Airport Site Plan, Pageantry Locations, September 1987)

Highway Program, 1987-1988. (Blueprint: Highway Signage, Route Markers, January 1987; Poster: Optimist Olympic Playground: Year Round Run, [1987], by The Optimist Club of Elbow South, Calgary)

Tenders, City, 1987. (Blueprint: Tender Package 1, City Streets, Pageantry, May 26, 1987).

Map Folder 3

Airport/MAC, 1987. (Blueprints: Calgary International Airport, Site Plan, Pageantry Locations, September 1987--Drawing No. 862-1; Calgary International Airport, Arrivals Level, Pageantry Locations, September 1987--Drawing No. 862-2; Calgary International Airport, Departures Level, Pageantry Locations, September 1987--Drawing No. 862-3 (marked "note revisions"))

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Oversize material in Map Cabinet 1/5 (cont'd)

Map Folder 3 (cont'd)

Athletes Villages, 1987-1988. (Blueprints: University of Calgary, Athletes' Village, Banner Installation Locations, October 1987--Drawing No. 854-7; Canmore Athlete's [sic] Village Site Plan, Pageantry Locations, September 1987--Drawing No. 840-2; Canmore Athlete's [sic] Village Building Plans, Pageantry Locations, September 1987--Drawing No. 840-3; Canmore Athlete's [sic] Village, Disco and Dining Area, Banner Installations, October 1987--Drawing No. 840-4)

CNC [Canmore Nordic Centre], 1987. (Blueprints: Canmore Nordic Centre Site Plan, Pageantry Locations, September 1987--Drawing No. 840-1; Canmore Nordic Centre, Cross Country/Biathlon Trails, June 5, 1987--Drawing No. 840-2)

Map Folder 4

COP [Canada Olympic Park], 1987. (Blueprints: Canada Olympic Park, Site Plan, North, Pageantry Locations, October 1987--Drawing No. 833-1; Canada Olympic Park, Site Plan, South, Pageantry Locations, October 1987--Drawing No. 833-2; Canada Olympic Park, Pageantry Exhibit, Hill Array, October 1987--Drawing No. PA-15 (2 copies))

Media Villages, 1987. (Blueprints: Media Villages, Broadcast Hill, Lincoln Park, Pageantry Locations, September 1987--Drawing No. 870-1 (2 copies; second copy is marked); Media Village, Southern Alberta Institute of Technology, Pageantry Locations, September 1987--Drawing No. 871-1)

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Oversize material in Map Cabinet 1/5 (cont'd)

Map Folder 5

OBM [Oval, Bauer, McMahon], 1987. (Blueprints: McMahon Stadium, Site Plan, Pageantry Locations, September 1987--Drawing No. 850-1; Arts Festival: First Canadian Centre, Odeon Theatre, Prince's Island, U of C Theatre, Reeve Theatre, Cascade Building, Bogarts, New Gallery, Canmore, Centennial Park, Pageantry Locations, September 1987--Drawing No. 861-3; Olympic Speed Skating Oval, Level 2, Pageantry Locations, September 1987--Drawing No. 852-1; Olympic Speed Skating Oval, Building Sections, Pageantry Layout, June 5, 1987--Drawing No. 852-2; Olympic Speed Skating Oval, Plan, Inflatable Installation, October 1987--Drawing No. 852-2; University of Calgary, Site Plan, Pageantry Locations, September 1987--Drawing No. 854-1; University of Calgary, Athlete's [sic] Village, Physical Education Building, Dining Centre, Pageantry Locations, September 1987--Drawing No. 854-2; University of Calgary, Athlete's [sic] Village, Physical Education Building, Rundle/Kananaskis Hall, Pageantry Locations, September 1987--Drawing No. 854-3; University of Calgary, Athlete's [sic] Village, Norquay/Brewster, Castle Hall, Pageantry Locations, September 1987--Drawing No. 854-4; University of Calgary, Dining Centre, Housing III Block A & B, Pageantry Locations, September 1987--Drawing No. 854-5; University of Calgary, Athlete Village, Typical Installation Details, Oct. 1987—Drawing No. 854-6; University of Calgary, Athletes' Village, Banner Installation Locations, October 1987--Drawing No. 854-7; Father David Bauer Arena, Site Plan/Building Plans, Pageantry Locations, September 1987--Drawing No. 856-1)

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Oversize material in Map Cabinet 1/5 (cont'd)

Map Folder 6

Nakiska, 1987. (Blueprints: Nakiska-Mt. Allan, Site Plan, Mid-Mountain Area, Pageantry Locations, October 1987--Drawing No. 860-2; Mt. Allan Nakiska Site, Base Lodge, Mid Mountain Lodge, Pageantry Locations, September 1987--Drawing No. 860-3; Allan Nakiska Site, Plans/Course Layouts, Pageantry Locations, September 1987--Drawing No. 860-4; Mt. Allan Nakiska Site, Building Elevations/Detail, October 1987--Drawing No. 860-5)

Palliser [Hotel]/Convention [Centre], 1987-1988. (Blueprints: Calgary Centre for Performing Arts, Ground Level Floor Plan, Pageantry Locations, September 1987--Drawing No. 863-1; Palliser Hotel, Plans/Elevations, September 1987--Drawing No. 864-1 (2 copies); Convention Centre, +15 Palliser Plans, Pageantry Locations, September 1987--Drawing No. 865-1)

Map Folder 7

Stampede Park, 1987-1988. (Blueprints: Main Press Centre, Pageantry Layout Proposal, Dec. 2, 1987--Alternate 1, Alternate 2, Alternate 3; Corral, Plan-Concourse Level, Pageantry Locations, September 1987--Drawing No. 810-1; Round-Up Centre, Press Centre, Pageantry Locations, September 1987, revised and updated October 29, 1987--Drawing No. 810-2; Saddledome, Plan-Concourse Level, Pageantry Locations, September 1987, revised and updated October 29, 1987--Drawing No. 812-1; Stampede Park, Site Plan, Pageantry Locations, September 1987, revised and updated October 29, 1987--Drawing No. 812A-1; Stampede Park, Partial Site Plan, IBC Facilities, Pageantry Locations, September '87, revised and updated October 29, 1987--Drawing No. 812A-2; Stampede

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Oversize material in Map Cabinet 1/5 (cont'd)

Map Folder 7 (cont'd)

Park/+15 Locations, Partial Plans/Sections, Pageantry Locations, September 1987, revised and updated October 29, 1987--Drawing No. 812A-3; Stampede Park, +15 Pageantry Locations, Additional Structures, October 1987, revised and updated October 29, 1987--Drawing No. 812A-4; Cold Air Inflatables Package B, Fabric Colours, Olympic Speed Skating Oval Venue, September 3, 1987, revised October 29, 1987--Drawing No. PA-9 (2 copies))

Map Folder 8

Nations Flags, 1987-1988. (Blueprint: Revised Flags of Nations, October 15, 1987)

[Pageantry, Charts], n.d. (Untitled--charts of pageantry at venues, 26 pp.)

Oversize Material in Map Cabinet 1/6

Map Folder 9

CTV-HB, General, 1987-1988. (Blueprints: International Broadcast Centre, Big Four Building, Stampede Park, Pavilion Flr. Plan, Feb. 12/87; International Broadcast Centre, Big Four Building, Stampede Park, Elevations of Pavilion, Nov. 14/86)

COP [Canada Olympic Park], 1987. (Blueprints: Canada Olympic Park, Site Plan - South, Pageantry Locations, October 1987; Canada Olympic Park, Site Plan - North, Pageantry Locations, October 1987)

Pictograms, Tents, 1987-1988. (Copy of Blueprint: COP, Tent #2, issued Jan. 27, 1988)

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Oversize Material in Map Cabinet 1/6 (cont'd)

Map Folder 10

Max Bell, 1987. (Blueprints: Max Bell Arena, General Arrangement Site Plan, Aug. 17/87; [Max Bell], Curling Rink, Graphics Layout, n.d.)

Stampede Park, 1987. (Copy of Blueprint: Saddledome, Plan Concourse Level, Pageantry Locations, September 1987--Drawing no. 812-1; Blueprints: Kiss and Cry, Saddledome Plan, Elevations, Millwork, n.d.; Saddledome, Concourse Level, Pageantry Locations, n.d.; [untitled - Pageantry], n.d.; Olympic Saddledome, 1st Tier Seating, Sections & Elevations, Hockey & Figure Skating, Dec. 30/87; Olympic Saddledome, 1st Tier Seating Plan, Hockey, Dec. 30/87; Olympic Saddledome, 1st Tier Seating Plan, Figure Skating, Dec. 30/87; [untitled - for illuminated sign panels], Jan. 29/88; Saddledome, Concourse Level, Pageantry Locations, n.d.; Calgary Olympic Coliseum Saddledome Illuminated Sign Band, Type 2.1, Oct. 18/82 (2 blueprints))

Map Folder 11

Olympic Oval, 1987. (Blueprint: [untitled - of 4th Street S.E. & 14th Avenue S.E., near entrance to Calgary Exhibition and Stampede], n.d.; Olympic Speed Skating Oval - Level 2, n.d.; [untitled - pageantry], n.d.)

Scaffold (& Roof), 1987-1988. (Blueprints: 5' Wide x 5' High Standard Scaffold as Pageantry Screening - Scaffold Structures, Calgary'88 Winter Olympics, Oct. 29/87; 5' Wide x 5' High Std. Frames as Pageantry Screening Scaffold Structures, Calgary'88 Winter Olympics, Sept. 27/87; Oversize Drawings: SS 5.4/5.5 - Calgary Centre for Performing Arts: Scaffold Type 5 - Landscape Markers; SS 4.10 - Dome Hanger: Scaffold Structure Type 4 - Landscape Markers; SS 4.9 - Dome Hanger: Scaffold Structure Type 4 -

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Oversize Material in Map Cabinet 1/6 (cont'd)

Map Folder 11 (cont'd)

Landscape Markers; SS 4.8 - Calgary International Airport: Scaffold Structure Type 4 -
Landscape Markers; SS 4.7 - Calgary International Airport: Scaffold Structure Type 4 -
Landscape Markers; SS 4.5 - Calgary International Airport: Scaffold Structure Type 4 -
Landscape Markers; SS 9.4 - Nakiska: Scaffold Structure Type 9 - Gateway; SS 8.12 -
Nakiska: Scaffold Structure Type 8 - Facade; SS 5.1 - Broadcast Hill Media Village:
Scaffold Structure Type 5 - Landscape Markers; SS 7.17/7.18 - Jubilee Auditorium:
Scaffold Structure Type 7 - Towers; SS 5.3 - Peter Whyte Gallery (Banff): Scaffold
Structure Type 5 - Landscape Markers; SS 4.3 - Banff Centre: Scaffold Structure Type 4
- Landscape Markers; SS 5.7 - Cineplex Odeon: Scaffold Structure Type 5 - Landscape
Markers; SS 5.2 - SAIT Media Village: Scaffold Structure Type 5 - Landscape Markers;
SS 7.1 - Max Bell Arena: Scaffold Structure Type 7 - Towers; SS 4.4 - Stampede Park:
Special Scaffold Structure Type 4 - Landscape Marker; SS 6.6 - Stampede Park -
Scaffold Structure Type 6 - Towers; SS 2.1 - Canada Olympic Park: Scaffold Structure
Type 2 - Large Surfaces; SS 7.2 - Canada Olympic Park: Scaffold Structure type 7 -
Towers; SS 7.3 - Canada Olympic Park: Scaffold Structure Type 7 - Towers; SS 7.4 -
Canada Olympic Park: Scaffold Structure Type 7 - Towers; SS 7.5 - Canada Olympic
Park: Scaffold Structure Type 7 - Towers; SS 7.6 - Canada Olympic Park: Scaffold
Structure Type 7 - Towers; SS 7.7 - Canada Olympic Park: Scaffold Structure Type 7 -
Towers; SS 7.8 - Canada Olympic Park: Scaffold Structure Type 7 - Towers; SS 8.1 –
Canada Olympic Park: Scaffold Structure Type 8 - Facade; SS 8.2 - Canada Olympic
Park: Scaffold Structure Type 8 - Facade; SS 8.3 - Canada Olympic Park: Scaffold
Structure Type 8 - Facade; SS 9.1 - Canada Olympic Park: Scaffold Structure Type 9 –

Oversize Material in Map Cabinet 1/6 (cont'd)

Map Folder 11 (cont'd)

Gateway; SS 9.2 - Canada Olympic Park: Scaffold Structure Type 9 - Gateway; SS 1.1 – Canmore Nordic Centre: Scaffold Structure Type 1 - Large Surfaces; SS 2.1 - Canmore Nordic Centre: Scaffold Structure Type 2 - Large Surfaces; SS 4.1 - Canmore Nordic Centre: Scaffold Structure Type 4 - Landscape Markers; SS 6.2 - Canmore Nordic Centre: Scaffold Structure Type 6 - Towers; SS 6.3 - Canmore Nordic Centre: Scaffold Structure Type 6 - Towers; SS 6.4 - Canmore Nordic Centre: Scaffold Structure Type 6 - Towers; SS 6.5 - Canmore Nordic Centre: Scaffold Structure Type 6 - Towers; SS 7.10 – Canmore Nordic Centre: Scaffold Structure Type 7 - Towers; SS 7.11 - Canmore Nordic Centre: Scaffold Structure Type 7 - Towers; SS 7.12 - Canmore Nordic Centre: Scaffold Structure Type 7 - Towers; SS 8.9 - Canmore Nordic Centre: Scaffold Structure Type 8 - Facade; SS 8.10 - Canmore Nordic Centre: Scaffold Structure Type 8 - Facade; SS 8.11 - Canmore Nordic Centre: Scaffold Structure Type 8 - Facade; SS 8.13 - Canmore Nordic Centre: Scaffold Structure Type 8 - Facade; SS 4.6 - Canmore Athlete's Village: Scaffold Structure Type 4 - Landscape Markers; SS 6.8 - Canmore Athlete's Village: Scaffold Structure Type 6 - Towers; SS 7.15 - Canmore Athlete's Village: Scaffold Structure Type - Towers; SS 7.16 - Canmore Athlete's Village: Scaffold Structure Type 7 - Towers; SS 9.3 - McMahon Stadium: Scaffold Structure Type 9 - Gateway; SS 4.11 - U of C Athlete's Village: Scaffold Structure Type 4 - Landscape Markers; SS 4.12 - U of C Athlete's Village: Scaffold Structure Type 4 - Landscape Markers; SS 4.13/4.14 - U of C Athlete's Village: Scaffold Structure Type 4 - Landscape Markers; SS 5.6 - U of C Athlete's Village: Scaffold Structure Type 5 - Landscape Markers; SS 7.13 - U of C Athlete's Village: Scaffold Structure Type 7 –

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Oversize Material in Map Cabinet 1/6 (cont'd)

Map Folder 11 (cont'd)

Towers; SS 7.14 - U of C Athlete's Village: Scaffold Structure Type 7 - Towers; SS 6.1 - Father David Bauer Arena: Scaffold Structure Type 6 – Towers SS 7.9 - Nakiska: Scaffold Structure Type 7 - Towers; SS 8.5 - Nakiska: Scaffold Structure Type 8 - Facade; SS 8.6 - Nakiska: Scaffold Structure Type 8 - Facade; SS 8.7 - Nakiska: Scaffold Structure Type 8 - Facade; SS 8.8 - Nakiska: Scaffold Structure Type 8 - Facade)

Map Folder 12

Nakiska, 1987. (Blueprints: Nakiska Ski Area: Site Layout, Base Area, General Arrangement/ Site Plan, 87/05/15; Nakiska Ski Area: Site Layout, Mid Mountain Area, General Arrangement/Site Plan, 87/05/15; Nakiska Ski Area: Site Layout, Nakiska Ski Area and Drawing Index, 87/05/15)

City Program, 1987-1988. (Blueprint: City of Calgary Planning and Building Department, City Streets Pageantry, Appendix B: Tender Package 1, May 22, 1987)

Canmore Nordic Centre, 1987-1988. (Blueprints: Canmore Nordic Centre, General Arrangement, Site Plan, June 1987 (revision 6); Canmore Nordic Centre, General Arrangement, Site Plan, May 1987. "Preliminary Drawing," (rev. 4))

Kiosks, 1987. (Blueprints: 24 x 30 Kiosk, November 1987; 24 x 30 Kiosk, OCO'88, December 1987)

Map Folder 13

805-1 Max Bell Arena, Site Plan, Pageantry Locations, September 1987.

Oversize Material in Map Cabinet 1/6 (cont'd)

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Map Folder 13 (cont'd)

- 805-1 Max Bell Arena, Site Plan, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)
- 805-2 Max Bell Arena, Plan/Section, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)
- 810-1 Corral, Plan-Concourse Level, Pageantry Locations, September 1987. (2 copies)
- 810-2 Round-Up Centre, Press Centre, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)
- 812-1 Saddledome, Plan-Concourse Level, Pageantry Locations, September 1987. (2 copies)
- 810-2 Round-Up Centre, Press Centre, Pageantry Locations, September 1987.
- 812-1 Saddledome, Plan-Concourse Level, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)

Map Folder 14

- 812A-1 Stampede Park, Site Plan, Pageantry Locations, September 1987. (2 copies)
- 812A-1 Stampede Park, Site Plan, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)
- 812A-2 Stampede Park, Partial Site Plan, Pageantry Locations, September 1987. (2 copies)
- 812A-2 Stampede Park, Partial Site Plan, IBC Facilities, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)
- 812A-3 Stampede Park/+15 Locations, Partial Plans/Sections, Pageantry Locations, September 1987. (2 copies)

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Oversize Material in Map Cabinet 1/6 (cont'd)

Map Folder 14 (cont'd)

812A-3 Stampede Park/+15 Locations, Partial Plans/Sections, Pageantry Locations,
September 1987, revised and updated October 29, 1987.

Map Folder 15

812A-4 Stampede Park, +15, Pageantry Locations, Additional Structures, October 1987,
revised and updated October 29, 1987. (2 copies)

833-1 Canada Olympic Park, Site Plan North, Pageantry Locations, October 1987. (2 copies)

833-1 Canada Olympic Park, Site Plan-North, Pageantry Locations, October 1987, revised and
updated October 29, 1987. (2 copies)

833-2 Canada Olympic Park, Site Plan-South, Pageantry Locations, October 1987. (2 copies)

833-2 Canada Olympic Park, Site Plan-South, Pageantry Locations, October 1987, revised and
updated October 29, 1987. (2 copies)

840-1 Canmore Nordic Centre, Site Plan, Pageantry Locations, September 1987.

840-1 Canmore Nordic Centre, Site Plan, Pageantry Locations, October 1987. (2 copies)

Oversize Material in Map Cabinet 1/7

Map Folder 16

840-2 Canmore Nordic Centre, Cross Country/Biathlon Trails, June 5, 1987. (2 copies)

840-2 Canmore Athlete's Village, Site Plan, Pageantry Locations, September 1987. (2 copies)

840-3 Canmore Athlete's Village, Building Plans, Pageantry Locations, September 1987. (2
copies)

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Oversize Material in Map Cabinet 1/7 (cont'd)

Map Folder 16 (cont'd)

840-4 Canmore Athlete's Village, Disco and Dining Area, Banner Installations, October 1987, revised and updated October 10, 1987. (2 copies)

850-1 McMahon Stadium, Site Plan, Pageantry Locations, September 1987. (2 copies)

850-2 McMahon Stadium, Elevation and Details, Inflatable IOC Rings, Streamers Locations, Stadium, Rim Fence Banners, September 3, 1987, revised and updated October 28, 1987. (2 copies)

Map Folder 17

852-1 Olympic Speed Skating Oval-Level 2, Pageantry Locations, September 1987. (2 copies)

852-2 Olympic Speed Skating Oval, Building Sections, Pageantry Layout, June 5, 1987. (2 copies)

852-2 Olympic Speed Skating Oval, Plan-Inflatable Installation, October 1987, revised and updated October 29, 1987. (2 copies)

854-1 University of Calgary, Site Plan, Pageantry Locations, September 1987. (2 copies)

854-1 University of Calgary, Site Plan, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)

854-2 University of Calgary, Athlete's Village, Physical Education Building, Dining Centre, Pageantry Locations, September 1987. (2 copies)

Map Folder 18

854-2 University of Calgary, Athlete's Village, Physical Education Building, Dining Centre,

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Oversize Material in Map Cabinet 1/7 (cont'd)

Map Folder 18 (cont'd)

Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)

854-3 University of Calgary, Athlete's Village, Physical Education Building, Rundle/Kananaskis Hall, Pageantry Locations, September 1987. (2 copies)

854-3 University of Calgary, Athlete's Village, Physical Education Building, Rundle/Kananaskis Hall, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)

854-4 University of Calgary, Athlete's Village, Norquay/Brewster Castle Hall, Pageantry Locations, September 1987. (2 copies)

854-5 University of Calgary, Athlete's Village, Dining Centre, Housing III Block A & B, Pageantry Locations, September 1987. (2 copies)

854-6 University of Calgary, Athlete Village, Typical Installation Details, October 1987, revised and updated October 29, 1987. (2 copies)

Map Folder 19

854-7 University of Calgary, Athletes' Village, Banner Installation Locations, October 1987, revised and updated October 29, 1987. (2 copies)

856-1 Father David Bauer Arena, Site Plan/Building Plans, Pageantry Locations, September 1987. (2 copies)

856-1 Father David Bauer Arena, Site Plan/Building Plans, Pageantry Locations, September 1987, revised and updated October 29, 1987. (2 copies)

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Oversize Material in Map Cabinet 1/7 (cont'd)

Map Folder 19 (cont'd)

860-1 Nakiska, Mt. Allan, Site Plan, Base Area, Pageantry Locations, October 1987. (2 copies)

860-2 Nakiska, Mt. Allan, Site Plan, Mid-Mountain Area, Pageantry Locations, October 1987. (2 copies)

860-3 Mt. Allan Nakiska Site, Base Lodge, Mid-Mountain Lodge, Pageantry Locations, September 1987. (2 copies)

860-4 Mt. Allan Nakiska Site, Plans/Course Layouts, Pageantry Locations, September 1987. (2 copies)

Map Folder 20

860-5 Mt. Allan Nakiska Site, Building Elevations/Details, October 1987, revised and updated, October 26, 1987. (2 copies)

861-1 Arts Festival, Jubilee Auditorium, Alberta College of Art, Pageantry Locations, September 1987. (2 copies)

861-2 Arts Festival, Petro-Canada, Nova, Banff Centre, Peter White Museum, Nickle Arts Museum Pageantry Locations, September 1987. (2 copies)

861-2 Arts Festival, Jubilee Auditorium West Elevation, October 1987, revised and updated, October 29, 1987.

861-3 Arts Festival, First Canadian Centre, Odeon Theatre, Prince's Island, U of C Theatre, Reeve Theatre, Cascade Building, Bogarts, New Gallery, Canmore, Centennial Park, Pageantry Locations, September 1987. (2 copies)

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Oversize Material in Map Cabinet 1/7 (cont'd)

Map Folder 21

861-3 Arts Festival, First Canadian Centre, Odeon Theatre, Prince's Island, U of C Theatre, Reeve Theatre, Cascade Building, Bogarts, New Gallery, Canmore, Centennial Park, Pageantry Locations, September 1987, revised and updated, October 29, 1987.

862-1 Calgary International Airport, Site Plan, Pageantry Locations, Sept. 1987. (2 copies)

862-2 Calgary International Airport, Arrivals Level, Pageantry Locations, September 1987. (2 copies)

862-3 Calgary International Airport, Departures Level, Pageantry Locations, September 1987. (2 copies)

862-4 Calgary International Airport, Dome Hanger Site Plan, Pageantry Locations, September 1987. (2 copies)

862-5 Calgary International Airport, Dome Hanger Building Plan, Pageantry Locations, September 1987. (2 copies)

862-6 Dome Hanger Building Sections, Pageantry Installation, October 1987, revised and updated, October 29, 1987. (2 copies)

863-1 Calgary Centre For Performing Arts, Ground Level Floor Plan, Pageantry Locations, September 1987. (2 copies; one with comments)

863-2 Calgary Centre for Performing Arts, Plans/Elevations/Details, October 1987, revised and updated, October 29, 1987. (2 copies)

Oversize Material in Map Cabinet 1/8

Map Folder 22

864-1 Palliser Hotel - Plans/Elevation, Pageantry Locations, September 1987. (2 copies)

Oversize Material in Map Cabinet 1/8 (cont'd)

Copyright City of Calgary

Map Folder 22 (cont'd)

- 865-1 Convention Centre, +15 Palliser Plans, Pageantry Locations, Sept. 1987. (2 copies)
- 870-1 Media Villages, Broadcast Hill, Lincoln Park, Pageantry Locations, September 1987. (2 copies)
- 870-1 Media Villages, Broadcast Hill, Lincoln Park, Pageantry Locations, September 1987, revised and updated, October 29, 1987. (2 copies)
- 871-1 Media Village, Southern Alberta Institute of Technology, Pageantry Locations, September 1987. (2 copies)
- 884-1 Olympic Plaza, Site Plan, Pageantry Locations, September 1987. (2 copies)
- 884-2 Olympic Plaza, Pageantry Elevations and Details, October 1987, revised and updated, October 29, 1987. (2 copies)

Map Folder 23

- G-8 Olympic Venues, IOC Flag Pole Locations, Nations Flag Pole Locations, Nov. 1987.
- PA-1 Pageantry Locations, Temporary Structures, June 5, 1987.
- PA-2 Pageantry Screening, Fencing/Trees, Nakiska, Canmore, October 1987, revised and updated, October 26, 1987.
- PA-3 Pageantry Screening, Washroom/TV Towers, Nakiska, Canmore, COP, October 1987.
- PA-4 Pageantry Display, IOC Rings, Scaffold Structure, October 1987.

Map Folder 24

- PA-5 Pageantry Scaffold Structure, Scoreboards, Nakiska, Canmore, COP, October 1987, revised and updated, October 26, 1987.

Oversize Material in Map Cabinet 1/8 (cont'd)

Copyright City of Calgary

Map Folder 24 (cont'd)

- PA-6 Pageantry Screening Scaffold Structures, October 1987, revised and updated October 26, 1987.
- PA-7 Pageantry Screening Scaffold Structures, October 1987, revised and updated October 26, 1987.
- PA-8 Pageantry Scaffold Structures at Instant Shelter Structures, September 9, 1987, reissued, same date.
- PA-9 Cold Air Inflatables, Package B Fabric Colours, Olympic Speed Skating Oval Venue, September 3, 1987, revised and updated, October 29, 1987.

Map Folder 25

- PA-11 Kee Klamp Structures Assembly Layout, Jubilee Auditorium, Max Bell Theatre, October 1987, revised and updated October 19, 1987.
- PA-12 Temporary Structures - "ATCO" Type Roof Pageantry, October 1987, revised.
- PA-12.1 Olympic Pageantry Details, Trailer Banners, October 1987. (2 copies)
- PA-13 Stampede Park, North and South Entry Gates, Dome Hanger - Exterior Elevations, Olympic IOC Rings Pageantry Display and Banners, October 1987.
- PA-16 Canada Olympic Park, Pageantry, Installation Details, October 1987, revised and updated, October 29, 1987.

Map Folder 26

- PA-18 "Unistrut Channels" and Fittings, October 1987.
 - PA-19 "Abstracta" Interior Banner Column Structures, October 1987.
- Oversize Material in Map Cabinet 1/8 (cont'd)

Copyright City of Calgary

Map Folder 26 (cont'd)

PA-22 Pageantry - Banner Poles, Bracket Assemblies, Pre-Cast Concrete Base, Details,
October 1987.

PA-25 Start/Finish Gates - Alpine Events, Venue Bus Stops, October 1987.

PA-31 Broadcast Booths, Wall Pageantry - Olympic Rings, Canada Olympic Park - Ski Jump,
Canmore Nordic Centre - Cross Country, September 1987.

X. Communications Group, Public Relations Division, Youth and Education Department Files. -- 1983-1988. -- 4.6 m of text and other material.

Administrative History: One of the aims of the Olympic Movement as set out by the Olympic Charter 1982, is "to educate young people through sport in a spirit of better understanding between each other and of friendship, thereby helping to build a better and more peaceful world" (p. 6). The Youth and Education Department was established to develop and promote a school curriculum to be used by students in Alberta and across Canada, and to develop other activities for young people based on an Olympic theme.

The Youth and Education Department (known interchangeably as the Youth Department) had its origins in 1983 when the Education Curriculum Committee was established to explore the possibility of producing educational materials to raise young people's awareness about the Olympic movement in general and the Games in Calgary in particular. In 1984 November, Deanna Binder was hired as the writer/editor of the curriculum, and one month later, the Youth Department was established with the hiring of Peter Spear as Manager.

The primary focus of the Department was the development of the education resource kits. That project was completed in 1986 September and the Curriculum Committee was disbanded. The focus then shifted to promoting the kits and developing complementary activities. Another volunteer committee, the Youth Committee, was formed in 1985 for this purpose. In 1987 January, this Committee was restructured to reflect three main areas of activity. The result was three new committees (with a various subcommittees under each): Youth Education to promote the kits, Youth Culture to develop cultural activities for youth, and Youth Information to develop special programs such as venue tours and the Olympic Sports Education Program. All three reported through the Youth Executive Committee.

At this time, the Youth Department consisted of six staff, three volunteer chairmen, 22 committees and more than 400 volunteers. By 1987 December, OCO disbanded all volunteer committees, with the exception of the Olympic Sports Education Program, which had an extension to the end of 1988 January. After that time, the 36 volunteers which were allowed in the Youth Department formed the Youth Games Committee which was responsible for on-site participation and assisting spectator services.

Scope and Content: The files of the Youth and Education Department consist of 44 boxes of multiple media material arranged into eight sub series. Textual files contain agenda, internal and external correspondence, forms, reports, clippings, reference material and other material where noted. The sub series are as follows:

Youth Committee Minutes: include the minutes and agenda, as well as notes and other material relating to the committees of the Youth Department. These were removed from binders and are arranged chronologically. Included with this sub series are two volumes of "archives" which give an overview of the activities of the Department, as well as final reports from all of its volunteer committees.

Youth Information Committee General Files: document the activities of the Committee and its Subcommittees. They have no particular arrangement. The sub-sub series of Olympic Sports Education Program (OSEP) files document the activities of that Program, which was one of the Subcommittees of Youth Information. These files were likely created by Karen Shugg,

the Volunteer Chairperson of the OSEP Committee. They are arranged alphabetically by subject.

Youth Culture Committee: document the activities of the Culture Committee and its Subcommittees. They are arranged more or less alphabetically.

Youth Education Committee: consist of relatively few files documenting the activities of this Committee and its Subcommittees. The bulk of the material that came with these files consisted of educational resources for teachers based on an Olympic theme. These have been separated into an artificial sub series listed at the end of this description.

Youth Department General Files: are those created and received in the office of Peter Spear, and contain a number of his handwritten notes. They are arranged alphabetically by subject.

Youth Kit Distribution and Miscellaneous: consist of records relating to the distribution of resource kits, as well as the files of Department staff other than Peter Spear. They also include such library material as the Calgary Bid Book, posters, and an assortment of photo prints. They have no particular arrangement. The "Come Together: the Olympics and You" educational resource kits were also included with these files, but they have been placed with the other educational resources in the artificial sub series.

Youth Slides: consists of audio-visual material primarily used by the Olympic Sports Education Program, as well as for promotion of the resource kits and other Youth department programs. There are also a number of unidentified slides. Many of the slides were never catalogued. While some have numbers, there is no particular arrangement to many of them.

Educational Resources and Kits: an artificial sub series consisting of teacher and student material relating to the Olympic Games created by individuals and organizations in Canada and the United States.

Oversize material has been placed into map folders or oversize boxes, where appropriate. Duplicate items have been removed.

Other material includes approximately 850 slides, approximately 225 photo prints, approximately 95 photo negatives, ten sound cassettes, eight oversize schedules, eight posters, seven plans, five 35 mm filmstrips, three videos, and two cultural historic items (biathlon target, leather patch).

Files containing information of a personal nature are restricted and may be viewed with the permission of the Senior Archivist.

Title based on contents of series and box labels.

A file listing follows.

File Listing:

SUB SERIES: YOUTH COMMITTEE MINUTES

Box 1

ECC [Education Curriculum Committee] #1, 1983-1984. (2 folders)

ECC [Education Curriculum Committee] #2, 1985. (2 folders)

ECC [Education Curriculum Committee] #3, 1986. (2 folders)

Box 2

Educational Media Minutes, 1985. (2 folders)

Youth Monthly Meetings, 1986. (2 folders)

Youth Liaison, 1987.

Youth Executive 1987 January-June, 1987. (1st of 2 folders)

Box 3

Youth Executive 1987 January-June, 1987. (2nd of 2 folders)

Youth Executive 1987 July-December, 1987-1988.

Youth Department OCO'88 Archives Vol. I. (2 folders)

Youth Department OCO'88 Archives Vol. II. (2 folders)

SUB SERIES: YOUTH INFORMATION COMMITTEE, GENERAL FILES

Box 4

Venue Flame, 1986-1988.

Youth Operations, 1987-1988. (2 folders)

Youth Exchange, 1986-1988.

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Box 4 (cont'd)

Skiing Exhibition, 1986-1988.

On-Site Participation, 1987-1988.

Box 5

[On-Site Participation], 1986-1988.

Short Track On-Site Part[icipation at] Max Bell Oct. 16, Preview '88, 1987.

Skate [Canada] On-Site Part[icipation at] Sad[dledome] Oct. 28th, Preview '88, 1987.

(Oversize plans moved to map folder in Map Cabinet 1/8)

Speed Skating On-Site Part[icipation at] Olympic Oval, Preview '88, 1987. (Oversize plan moved to map folder in Map Cabinet 1/8)

Youth On-Site Participation, Preview '88, 1987-1988. (1st of 2 folders)

Box 6

Youth On-Site Participation, Preview '88, 1987-1988. (2nd of 2 folders)

Venue Tours July 1987-February 1988.

Venue Tours June 1986-June 1987.

Special Programs, 1986-1988.

Newsletter, 1987-1988.

Youth Information, 1986-1988. (Oversize schedule has been placed in a map folder in Map Cabinet 1/8)

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Box 7

Venue Tours Guidebook, [1986]. (2 folders)

Youth Venue Tours, 1986-1988. (3 folders; folder 3 is **restricted**)

**SUB-SUB SERIES: YOUTH INFORMATION COMMITTEE, OLYMPIC SPORTS EDUCATION
COMMITTEE**

Box 8

Final Report, 1988. (Includes two 35 mm colour photo negatives)

OSEP [Olympic Sports Education Program] Address Lists, 1986-1987. **(Restricted)**

OSEP Background, 1984-1985.

OSEP Calg[ary] Olympic Centre, Manual, 1986.

OSEP Equipment and Slides, Correspondence, 1985-1988.

OSEP Evaluations, 1986-1987. (2 folders)

Box 9

OSEP Expansion Proposals, 1985-1987.

OSEP Forms, 1987.

OSEP Meetings and Agendas, 1985-1988.

OSEP and Olympians, 1986-1987.

OSEP Pre-School Program, 1987-1988.

OSEP Public Relations, 1987.

OSEP School Boards Liaison, 1985-1988.

OSEP Statistics, 1987-1988.

[Girl Guides of Canada Certificate and Badge], n.d. (Framed)

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SUB SERIES: YOUTH CULTURE COMMITTEE

Box 10

Youth Culture General, 1986-1988.

Youth Culture Final Report, 1988.

Things That Didn't Fly, 1986-1987.

Youth Art, 1987. (Includes 4 books: Sport Children Fine Arts, Alberta...A Child's View,
International Young Art, Children of the World Paint Jerusalem)

Youth Art Images of Winter, 1986-1988.

Images Unclaimed Certificates, 1988.

Youth Art, Native, 1987-1988.

Youth Art Murals, 1987-1988.

Murals Youth Art, 1987-1988.

Box 11

Youth Art Welcome Cards, 1987-1988.

Youth Banners, 1985-1988.

Youth Dance Interpretive Com[mittee], 1986-1988.

Youth Dance Square Dance, 1986-1988.

Youth Drama, 1987.

Youth Drama Festival, J[unio]r High, 1987-1988.

Youth Drama Winterplay, 1986-1987.

Youth Music, 1987-1988. (Includes approximately 85 colour photo negatives and approximately
60 colour photo prints)

Copyright City of Calgary

Box 12

Youth Music Showcase, 1987-1988.

Youth Services, Culture, 1987-1988.

Youth Writing Ensemble, 1986-1988.

We Are One, 1975; Everyone is Something People, 1979. (Books on children's arts and writing)

Youth Culture [Committee Minutes] 1986-1987.

Banner Kit, n.d.

SUB SERIES: YOUTH EDUCATION COMMITTEE

Box 13

Youth Education, 1985-1988.

Teleconference, 1986-1988. (Includes sound cassette; oversize brochure moved to map folder
in Map Cabinet 1/8)

Audio Visual, Media, 1987-1988.

Administrators, 1986-1988.

Secondary Presenters, 1986-1988.

Elementary Presenters, 1986-1988.

Promotion Services, 1986-1988.

[Miscellaneous, 1987].

Newsletters, 1985-1987.

Youth Olympic Education Coordinators Letters, 1987-1988. (Oversize posters moved to map
folder in Map Cabinet 1/8)

SUB SERIES: YOUTH DEPARTMENT GENERAL FILES

Box 14

Accounting, 1986-1988.

Administration, 1986-1988.

Alberta Education, Curriculum Branch, 1985-1986.

Alberta Education, Legislative Services, 1985-1986.

Alberta Education, Media Technology, Adamson 1983-1987.

Alberta Education, Learning Resources Distribution Centre, 1986-1988.

Alberta Education, Language Services, 1985-1987.

Alberta Education, Student Records, 1984-1987.

Alberta Sport Council, 1984-1987. (2 folders)

Box 15

Alberta Sport Council Education Committee, 1985-1988. (2 folders)

[Alberta Youth Olympic Symposium], 1988.

Albertville, 1987.

Alberta Teachers Association Specialist Councils, 1986.

Asset Marketing, 1988.

Associate, Youth, 1987. **(Restricted)**

Athlete's Village, 1987.

Authorization for Expenditure [AFE], 1985-1987.

[Barcelona '92], 1987.

Board of Directors, 1985-1987.

Budget, Youth, 1984-1988.

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Box 15 (cont'd)

Budget, OGP [Olympic Games Plan], 1985-1987.

Box 16

CBE [Calgary Board of Education], 1983-1987.

Calgary Board of Education Liaison, 1986-1988.

Calgary Board of Ed[ucation] M. McDougal [Associate Superintendent], 1986-1987.

Calgary Board of Educ[at]ion] Al Morris [Director, Living Skills Curriculum], 1985-1987.

Calgary Catholic Board of Education, 1984-1988.

Calgary Catholic Board of Education, Ralph Vigna [Assistant Superintendent], 1987.

Calgary Herald, 1986-1987.

Box 17

Calgary Olympic Centre, 1986-1987. (Includes photo prints).

Calgary Olympic Centre, Manual Requests, 1986-1987.

CODA [Calgary Olympic Development Association], 1985-1986.

COA [Canadian Olympic Association], 1985-1988. (Includes photo prints).

Canadian Olympic Association Academy, 1985-1988.

Canadian Olympic Association Academy, Alberta, 1985-1988.

Celebration'88, 1987.

Copyright City of Calgary

Box 18

Children's Ticket Fund, 1987-1988.

City of Calgary, 1986-1988.

Clothing, 1987-1988.

Communications Meetings, 1985-1986.

Community Relations, 1985-1986. (Includes photo print).

Community Relations, Berck, 1985-1987. (Phyllis Berck, General Manager)

Community Relations, Olympians, 1986-1987.

Coordination Meetings, 1985.

Copyright, Warren, 1985-1987. (W.J. Warren, Barrister and Solicitor)

Courier, 1987.

CTV-HB [Host Broadcaster], 1986-1987.

Culture, Dover, 1983-1985. (Frances Jackson Dover, General Manager)

Box 19

Edmonton Public Schools, 1985-1988.

Expo'86, 1986. (Vancouver)

Federal Government, 1986-1988.

Foothills School, 1984-1987.

Gov[ernmen]t of Alberta, 1984-1987.

Human Resources, 1986-1988.

Inaugural Youth Project, 1983-1984.

Inaugural Youth Schools, 1984. (Includes photo prints).

Indianapolis, 1987. (Pan American Games 1987)

Copyright City of Calgary

Box 19 (cont'd)

Information Services, 1985-1987.

Information Services, Dateline Today, 1985-1987.

IOA [International Olympic Academy], 1985-1987.

IOA [International Olympic Academy Greece/86], 1985-1988. (Includes score of "Inno
Olympico").

Box 20

Jerry Joynt, 1985-1988. (Vice President, Communications)

Bruce Kidd, 1985-1986. (Chairman, Olympic Academy of Canada)

Frank King [Chairman of the Board], 1987-1988. (Includes photo print).

Language Services, 1985-1987.

Legal, 1986-1988.

Licensing, 1986.

Los Angeles, Cruz, 1983-1985. (Daniel Cruz, Vice President, Youth Services)

Los Angeles, [1983-1984].

Box 21

Management Group Meetings, 1986-1987.

Managers Meetings, 1985-1987.

Marketing, 1984-1987. (2 folders)

Marketing Licenses, 1987.

Marketing Sponsors, 1987.

Marketing Tickets, 1987-1988.

Copyright City of Calgary

Box 21 (cont'd)

Materials Management, 1986-1987.

Media Services Canada Olympic Park Emergency, n.d.

Media Services Main Press Centre, [1988].

Media Services, Canada Olympic Park, General, 1987-1988. (Oversize plan moved to map folder in Map Cabinet 1/8)

Media Services, 1987-1988.

Box 22

Medical Services, 1985-1987.

Memos to All Staff, 1985-1987.

Mount Royal College, 1984.

Mount Rundle [School District], 1984-1985.

National Olympic Committees, 1985-1988.

Native Liaison, 1986-1987.

Norwegian Consulate, 1988.

OCONET, 1985.

Olympians, 1987.

Olympic Educ[ation] Coord[inators] Superintendents, 1986-1987.

Olympic Review, 1985-1987.

Olympic Volunteer Centre, 1986.

Pageantry, 1986-1988.

Planning, Coates, 1986-1987. (Gordon Coates, Manager)

Pratt, 1986-1987. (William Pratt, President)

Copyright City of Calgary

Box 22 (cont'd)

Press, 1987.

Preview '88 General, 1986-1987.

Box 23

Procurement, 1985-1987.

Production and Advertising, 1985-1988. (2 folders)

Promotional Material, 1986-1987.

Protocol, 1984-1987.

Public Affairs, Waters, 1985. (Jim Waters, Vice President)

Religion Committee, 1986-1988.

Royal Bank Jr. Olympics, 1986-1987. (3 folders; oversize poster moved to map folder in Map Cabinet 1/8)

Box 24

Rocky View School, 1983-1988.

Schools, 1985-1986.

Security, 1986-1987.

Seoul, 1987.

Sixteen Days of Glory, 1985.

Speaking, Completed, 1985-1987. (3 folders; includes photo prints)

Speaking Engagements, Pending, 1987-1988.

Special Olympics, n.d.

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Box 24 (cont'd)

Sports, OCO, 1985-1988. (4 oversize schedules moved to map folder in Map Cabinet 1/8)

Sports, Alpine Skiing, n.d.

Sports, Biathlon, [1986]. (Oversize biathlon target has been placed in a map folder
in Map Cabinet 1/8)

Box 25

Sports, Bobsleigh, [1986]. (Oversize plans have been placed in a map folder in Map Cabinet
1/8)

Sports, Cross Country Skiing, [1986].

Sports, Figure Skating, [1986].

Sports, Free Style Skiing, [1986].

Sports, Ice Hockey, [1986].

Sports, Luge, 1987.

Sports, Nordic Combined, 1986.

Sports, Speedskating, [1986].

Sports, Short Track Speedskating, [1986].

Sports, Ski Jumping, 1986. (Oversize poster moved to map folder in Map Cabinet 1/8)

Supervisor, Youth, 1986. **(Restricted)**

Thompson, Dave, 1986-1988. (General Manager, Public Relations)

Box 26

Torch, 1985-1988. (2 folders)

Tours, 1985-1987.

Copyright City of Calgary

Box 26 (cont'd)

Tour Companies, 1987.

Transportation, 1986-1988.

USOC [United States Olympic Committee], 1986-1987.

Volunteers, 1985-1988.

Volunteers, Tynan, Russ, 1984-1986. (Manager, Volunteers)

Volunteers, Source Title for Volunteer List, 1986-1987.

Volunteers, Volunteer List for OCO Activity Kits, 1985-1986. **(Restricted)**

[Volunteers], 1987.

SUB SERIES: YOUTH KIT DISTRIBUTION AND MISCELLANEOUS

Box 27

[Miscellaneous inquiries], 1988.

Education Resource Kits Requests, Alberta, 1987-1988. (2 folders)

Education Resource Kits Requests, British Columbia, 1985-1988.

Education Resource Kits Requests, Manitoba, 1986-1988.

Education Resource Kits Requests, New Brunswick, 1988.

Education Resource Kits Requests, Newfoundland, 1986-1988.

Education Resource Kits Requests, Nova Scotia, 1987-1988.

Education Resource Kits Requests, Ontario, 1987-1988.

Education Resource Kits Requests, Quebec, 1987-1988.

Education Resource Kits Requests, Saskatchewan, 1988.

Education Resource Kits Requests, Yukon and Northwest Territories, 1987.

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Box 27 (cont'd)

Education Resource Kits Requests, USA, 1985-1988. (2 folders; includes six colour slides and eight colour photo prints)

Education Resource Kits Requests, Foreign, 1986-1988. (Includes photo print)

Box 28

Distribution, Region #1 Grande Prairie, 1986.

Distribution, Region #2 Fort MacMurray, 1986.

Distribution, Region #3 Edmonton, 1986-1987.

Distribution, Region #4 Central Alberta, 1986.

Distribution, Region #5 Calgary Area, 1986.

Distribution, Region #6 Southern Alberta, 1986.

Youth On-Site, 1987-1988. (1st of 2 folders)

Box 29

Youth On-Site, 1987-1988. (2nd of 2 folders; oversize schedules have been placed in map folder in Map Cabinet 1/8)

Youth Games Team '88, 1987-1988. (2 folders; oversize plans have been placed in map folder in Map Cabinet 1/8)

Youth Games Oct'87+, 1987-1988. (2 folders)

Box 30

Youth General 4, 1987-1988.

Phone Lists, 1986-1987.

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Box 30 (cont'd)

Social Club, 1985-1986.

Social Club, Rally, 1986-1987.

Social Club, Races, 24 Hour, 1986-1987.

Volunteers, 1987.

Youth Committee Members, 1987.

Games Staffing, 1985-1988.

Youth Games Committee, 1985-1988. (1st of 2 folders)

Box 31

Youth Games Committee, 1985-1988. (2nd of 2 folders)

Youth Programs, 1984-1986.

Alberta Winter Sports Festival, 1985-1987.

Education Resource Kits, Compliments 1987-1988.

Education Resource Kits, Requests 1987.

Education Resource Kits, [Distribution], 1985-1987.

Education Resource Kits, Alberta Distribution Problem, 1987.

Education Resource Kits, Schools, Calgary, 1985-1987.

Education Resource Kits, French, 1986-1988.

Education Resource Kits, Feds [Federal Government], 1987.

Box 32

Education Resource Kits, OCO '88, 1986-1987.

Education Resource Kits, COA [Canadian Olympic Association], 1987-1988.

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Box 32 (cont'd)

Education Resource Kits, Seoul, n.d.

Fanfare CCBE [Calgary Catholic Board of Education], 1987.

Calgary Board of Education News, 1986-1988.

[Percy Pagler Elementary School], 1988.

Box 33

Presentation Taken to Ottawa by B. Pratt August 1983, 1983. (Includes photo prints)

Alberta Game Plan'88, 1983. (2 folders)

Stampede Parade Chuckwagon Photos, n.d. (Includes seven photo prints)

Venue Locations, n.d. (Includes eight photo prints and six posters; oversize plan has been placed in map folder in Map Cabinet 1/8)

Canada Olympic Park, Hidy and Howdy, City of Calgary Scenes, Mount Allan, [1984]. (15 photo prints and four posters)

Oversize Box 34

CODA, Calgary Canada (Calgary: Sheila M. Scott, 1981), 135 pp.

[Map of Nakiska], n.d.

SUB SERIES: YOUTH SLIDES

Box 35

[Untitled slides], n.d. (7 folders labelled: 1. Canada Olympic Park; 2. Banners; 3. University;

4. Nakiska; 5. Canmore; 6. Stampede Grounds; 7. Headings and Signs; approximately

250 colour slides from boxes labelled with the above titles. These labels do not correctly

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Box 35 (cont'd)

reflect the subjects of the slides. These slides may have been used in various presentations. Duplicates have been removed)

Box 36

[Untitled slides], n.d. (3 folders labelled: 1. Originals; 2. Banners w/o Marilyn; 3. Peter 146; approximately 140 colour slides marked "originals" referring to sports and equipment, "Banners w/o Marilyn" referring to the Olympic Banners School Project, and "Peter 146" referring to the packaging of Education Resource Kits)

Box 37

Olympic Sports Education Program, 1987. (10 folders labelled: 1. Introduction Script; 2. Introduction Slides; 3. COP Script; 4. COP Slides; 5. Blade Script; 6. Blade Slides; 7. Nordic Script; 8. Nordic Slides; 9. Alpine Script; 10. Alpine Slides; 11. [Notes to Presenters], 1987; approximately 285 slides and script material in five presentations: Introduction, COP, Blade, Nordic and Alpine. Notes removed from slide carousel boxes)
Calgary se prepare a accueillir les Jeux, [1986-1987]. (17 slides and one sound cassette. The slides and tape do not correspond. The slides were labelled COP, but this does not accurately reflect their subject)

Box 38

"Come Together: the Olympics and You" Audible Signal Slide Set 3, [1986-1987]. (2 folders; approximately 70 slides, textual material and one sound cassette. Script and slides do not correspond exactly)

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Box 38 (cont'd)

L'esprit olympique: d'hier et aujourd'hui, n.d. (Sound cassette)

"Come Together: the Olympics and You" Inaudible Signal Slide Set 1, [1986-1987]. (2 folders; approximately 80 slides and sound cassette)

[Olympic Plaza], [1986]. (2 folders; 31 colour photo prints of fence painting during construction of Olympic Plaza)

[Children's Art], n.d. (6 colour photo prints)

[School Children's Mini Olympics], n.d. (6 colour photo prints)

["Come Together" Resource Kits], n.d. (6 colour photo negatives)

Jeux Canada Games '89, Saskatoon, 1989. (Leather patch)

Box 39

Calgary Hosts the Games, French, n.d. (35 mm filmstrip)

Olympic Spirit Past and Present, French, n.d. (35 mm filmstrip)

Calgary XV Olympic Winter Games Organizing Committee, Olympics Past and Present, n.d. (35 mm filmstrip)

Olympic Banners School Program, n.d. (35 mm filmstrip)

Olympic Banners School Project, n.d. (35 mm filmstrip loop enclosed in plastic)

Olympic Banners Program, 1987. (Sound cassette)

Calgary se prepare a accueillir les Jeux, n.d. (Sound cassette)

Box 40

Youth, Education Presentation Transparencies, n.d. (55 8½x11" framed transparencies)

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ARTIFICIAL SUB SERIES: EDUCATIONAL RESOURCES AND KITS

Box 41

The Official 1984 Olympic Youth Handbook.

Patterson Public Schools Present: Olympics 1988.

Olympic Curriculum Guide XIII Olympic Winter Games Lake Placid.

Olympic Educational Program.

The Olympics: An Educational Opportunity, Enrichment Units K-7.

Visions of Glory: Olympic Education Program.

Winter Olympics: A Study Kit on the XV Olympic Winter Games.

Box 42

Olympism: Infusion Units for Grades K-6.

Olympic Resource Folder.

Our Canadian Heritage, Olympic Events.

Olympic Activity Book.

The Olympics and the Fine Arts.

Winter Olympia, Calgary 1988.

Winter Olympia, Calgary 1988. (Photocopy)

Winter Olympics.

Box 43

"Come Together: The Olympics and You.../Rassemblez-vous a Calgary, 1988" Elementary Resource Kit., ed. Deanna Binder, (Calgary: XVOWGOC, 1985).

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Box 44

"Come Together..." Junior High Resource Kit (7-9), 1986.

"Come Together..." Senior High Resource Kit (10-12), 1986.

OVERSIZE MATERIAL

Oversize Material placed in Map Cabinet 1/8

Skate [Canada] On-Site Part[icipation at] Sad[dledome] Oct. 28th, Preview '88, 1987.

(Plans: Olympic Saddledome, Seating Plan, revised May 8/87; Olympic Saddledome, revised Nov. 9, 1984)

Speed Skating On-Site Part[icipation at] Olympic Oval, Preview '88, 1987. (Plan: [Olympic Oval, 1987], showing locations of seating assigned to schools)

Youth Information, 1986-1988. (Schedule: [Youth Information Planning Schedule], n.d., 2 pp.)

Teleconference, 1986-1988. (Brochure: Teleconference Centre, SAIT, n.d.)

Youth Olympic Education Coordinators Letters, 1987-1988. (Posters: History of the Olympic Games, n.d.; Nakiska, Olympic Ski Runs, n.d.)

Media Services, Canada Olympic Park, General, 1987-1988. (Plan: Canada Olympic Park, Fences & Gates, Dec. 16/87, annotated)

Royal Bank Jr. Olympics, 1986-1987. (Poster: Doing Your Best is Fun, Royal Bank Junior Olympics, n.d.)

Sports OCO, 1985-1988. (Schedules: 1988 Olympic Winter Games Schedules of Competitions & Training: Alpine, Nakiska, 18 November 1987; Curling, Max Bell Arena, 18 October 1987; Nordic Events, Canmore Nordic Centre, 18 October 1987; Short Track Speed Skating, Max Bell Arena, 18 October 1987)

Sports, Biathlon, [1986]. (Biathlon target)

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Oversize Material placed in Map Cabinet 1/8 (cont'd)

Sports, Bobsleigh, [1986]. (Plans: Canada Olympic Park, Calgary, Alberta, Bobsleigh and Luge, 1984, 4 pp.; Plan, Bobsleigh & Luge Track, Calgary, Canada, n.d.)

Sports, Ski Jumping, 1986. (Poster: Molson FIS Invitational/86 Ski Jumping, 1986)

Youth On-Site, 1987-1988. (Schedules: 1988 Olympic Winter Games, Schedule of Competitions & Training: Canada Olympic Park, [1988], 2 copies; Nordic Events, 28 October 1987; Ice Hockey/Figure Skating, [1988])

Youth Games Team '88, 1987-1988. (Plans: Canmore Nordic Centre, General Arrangement/Site Plan, 1987; Canmore Nordic Centre, Stadium Plan, n.d.)

Venue Locations, n.d. (Plan: Permanent Stadium Facilities, Canmore Nordic Centre, n.d.)

Show the Spirit...With Olympic Pageantry, n.d. (Poster)

Come Together in Calgary, Host City for the XV Olympic Winter Games, February 13-28, 1988. (Poster)

The Calgary 1988 Olympic Winter Games Sterling Silver Coins, [1986]. (Poster)

Mount Allan, Kananaskis Country, [1987]. (Poster)

XI. Communications Group, Public Relations Division, Production and Advertising Department, Manager Sharon Henwood. -- 1979-1988; (predominant 1983-1988). -- approx. 1,987 slides and other material.

Administrative History: The mandate of the Production and Advertising Department was to ensure a unified approach to the communications program of OCO'88, including visuals and information content. This mandate held for products and materials manufactured for OCO'88, communications from government partners or other agencies under contract to OCO'88 and the Official Report to the IOC. This mandate also included control of the budget for the communications requirement of all Departments in the organizing committee.

Included in the responsibilities of Production and Advertising was a shared responsibility with the Information Services Department for photography and photo editing. The Department created and operated a photograph, film and audio-visual library, and, according to the Official Report, a print reference library.

The Department was formed in 1985 with the appointment of Sharon Henwood as Manager in July of that year. Organizational charts indicate that she initially reported to the General Manager of the Media Division, Jim Waters. By 1987 January/February, she reported to the General Manager of Public Relations, David Thompson. Also part of the Production and Advertising Department were Associate, Jean Murch and Supervisor, Linda Pyatt.

Production requirements of OCO'88 increased dramatically as Games time approached, with the most rapid production in the six weeks prior to the Games.

Scope and Content: The records from this series are more a reflection of the materials produced by or for OCO'88 and less an illustration of the processes which were required to produce these items. There are virtually no correspondence and reports from the Manager, Sharon Henwood. The sub series are based on the various media of the records, as follows:

Video, Film, Sound Cassette and Sound Disk: the videos are in various formats, including VHS, Beta, several ¾ inch recordings and reel to reel. Often the same product was reproduced on more than one format. The only textual material in this sub series was an "OCO'88 Video News Library" listing. There are 126 videos in cassette form (VHS, Beta or ¾ inch), two videos in reel to reel format; one 35 mm film; eighteen 16 mm films; four sound cassettes; one sound tape reel; and one 45 rpm sound disk.

The Archives has viewing machinery for the VHS and ¾ inch videos. As yet, the Archives has no film projection equipment, reel to reel sound tape equipment, or record player.

Photographic Images: The photographic images in this series come in various forms, including prints, negatives, slides and transparencies and may be either black and white or colour. Often these images were the ones used in OCO'88 publications such as Record'88, the Spirit of '88, annual reports or other reports to official agencies. Very rarely were the images dated, but an examination of the various OCO'88 publications could help to verify the chronology of the images. Where possible, the content, date and photographer have been identified. As well, some of the images were given library catalogue numbers as may be found in the Olympic Photograph Collection. Boxes 21 through 23 contain lists of the catalogue numbers used by OCO'88 staff and the subjects represented by those numbers. Researchers may find these catalogues useful to more fully identify some images both in this series and in the Olympic Photograph Collection.

Researchers should note, however, that the cataloguing system used for photo images changed from an eight digit system initially (for example 210.14.013) to the nine digit system (eg. 210.14.0013) which replaced the first system and was continued as long as images were catalogued by OCO staff. The catalogue of old numbers are located in Box 23. Because of this change, there are many inconsistencies in the way in which images were catalogued. For example, many different images in this series have catalogue numbers similar to or the same as other images. Examples of this may be found in Box 25. As well, in some cases, researchers will find that a series of similar or related images was given one catalogue number rather than each of the images receiving a unique number. The archivist has tried to note these inconsistencies when they have occurred. The most significant occurrence of this may be found in Box 30, files (5) and (6), where most of the slides were given the partial catalogue number of 220.02, but a different set of catalogue numbers were given to the prints of these images. The original slide holders (or slide sheets) were also labelled with the second set of catalogue numbers which were as follows:

Alpine Skiing	350.06.001	-- all the slides on the sheet were labelled with this number
Alpine Skiing	350.06.002	
Biathlon	350.06.003	
Bobsleigh	350.06.004	
Figure Skating	350.06.005	
" "	350.06.006	
Ice Hockey	350.06.007	
" "	350.06.008	
Ice Hockey	350.06.009	
" "	350.06.010	
Luge	350.06.011	
Ski Jumping	350.06.012	
Speed Skating	350.06.013	
Speed Skating	350.06.014	

The "Graphic Slides" in Box 25 were images used in OCO presentations and may be duplicated elsewhere in sets of presentation slides.

Some images in this sub series were not created by OCO'88 and therefore, The City of Calgary Archives does not hold copyright to these. Notes on the original moving boxes sometimes indicated that copyright to some of the images was unknown. Such was the case with many of the images placed in Box 28.

As well, some prints were marked for cropping and when another copy of the image exists elsewhere, these marked prints were removed for disposal. For the most part, colour separations and half-tones have also been removed for disposal because prints of these images exist elsewhere. Some images have been airbrushed.

Some textual material is also included in this sub series. In a couple of cases, these records are in microfiche form.

Textual Material and Oversize: the textual material consists mainly of published material, manuals, reports and copies of recognition certificates. (For other recognition certificates see Series XVIII.) The sub series concludes with a number of plans and blueprints. These are related to the blueprints which can be found in the records of the Pageantry Program, Series IX, sub series Venue Files. In fact, most of the blueprints found in this series of records

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were duplicates of blueprints found in Series IX. Only those which were not duplicates were kept and are listed below.

The other material consists of approximately 987 photo negatives, 599 photo prints, 151 contact sheets, 128 videos, 49 transparencies, 17 film reels, 19 sound cassettes, 17 blueprints, three plans, one sound tape reel, one 45 rpm sound disk, and 0.58 m of textual material.

The title of the series has been taken from the box labels and the contents of the boxes.

A file listing follows.

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File listing:

SUB SERIES: VIDEO, FILM, SOUND CASSETTE AND SOUND DISK

VHS

Box 1

OCO'88 Video News Library, Q and D Productions Inc., 1987-1988. (List -- possibly related to television news reports in Box 7 below)

Torch Lighting Ceremony (From Greece), no time, [1987]. (Probably copied at home; with note: "commercials and all")

Calgary'88 Press Conference with Juan Antonio Samaranch, Frank King and Bill Pratt, in Lausanne, Switzerland, no time, February 13, 1987.

A Gala Evening at Calgary'88, CBC-TV Variety, (1900-2100), Telecast Sunday, February 7, 1988.

"Celebrate the Spirit," "Vivre l'esprit olympique," English, 5 minutes; French, 5 minutes, no date.

Coca Cola Presents: "Olympic Spirit," no length, no date.

Calgary Delegation Winning Olympic Bid, Baden-Baden; Hidy & Howdy at Sarajevo Closing Ceremonies, CFCN Productions, 1981, 1984.

OCO'88 Info'88 Training, English, 7:30, CFCN Productions, Copy #1, no date. (Note attached: "This was the 1st copy we received & it's not the best quality--Nan's copies are better.")

OCO Info'88, French, 8:45, CFCN Productions, no date.

Box 2

Labatt's/OCO'88 "Adopt-a-Parent," 6:00, February 1987. (Marked "Dub")

XV Olympic Winter Games Organizing Committee, Olympic Sports & Venues, 12:00, no date.
(Marked "c[opy] 7")

OCO'88 "Volunteer Orientation," 13:35, Pullin Productions Ltd., July 17, 1985. (Marked "Dub")

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Box 2 (cont'd)

XV Olympic Winter Games Organizing Committee, Volunteer Home Study Program, 27:00, [November 1987]. (2 copies; one labelled "contains: Volunteer Orientation Sports & Venues;" another labelled "Audio CUI only" and "Not for Broadcast;" duplicate may be found in Sports Group, Series XII, Box 5, "Volunteer Home Study Program")

XV Olympic Winter Games Organizing Committee, Volunteer Specific Training: "Compilation" All Eight Programs, no time, [1987]. (2 copies; duplicated in Sports Group, Series XII, Box 5, "Volunteer Specific Training: 'Compilation,' All Eight Programs)

Box 3

Olympia to Calgary: The Journey Begins, CTV presentation, [1987]. (Shows the torch lighting ceremony for the XV Olympic Winter Games from Olympia, Greece, about 30 min.)

Calgary'88: Soon the Glory Begins, CFCN Productions, Calgary, 12 minutes, [1987]. (2 copies)

Calgary'88: Vers un moment de gloire (Soon the Glory Begins) (French), CFCN Productions, Calgary, 12 minutes, May 1987. (2 copies; labelled "Master Copy")

Sports Chairmen, Channel 14, Tape #1, [1985-1987]. (Includes George Kingston, Hockey; Linda Taylor, Nordic Combined; Jerry Johnson, Disabled [Skiing]; Veli Niinima, Biathlon; Klaas Schipper, Speed Skating; Alf Fischer, Alpine [Skiing]; Roy Anderson, Ski Jumping; Pat Judge, Freestyle [Skiing]; Mike Carleton, Cross Country [Skiing]; this tape may be duplicated in Sports Group, Series XIV, Box 14, "Volunteer Chairmen, Volunteer Recognition, May 1985 and May 1986," and "OCO Volunteer Chairman Video," May 1987, CFCN Television (UCA format))

Sports Chairmen, Channel 14, Tape #2, [1985-1987]. (Includes John Thorpe, Short Track [Speed Skating]; Ray Kingsmith, Curling; Joyce Hisey, Figure Skating; Doug Hansen,

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Box 3 (cont'd)

Luge; John Nixon, Bobsleigh; as with the above video, this tape may be duplicated in Sports Group, Series XIV, Box 14)

Calgary 1988 Olympic Winter Games, English, CFCN Productions, 16 minutes, [1986]. (Also titled "Calgary'88;" labelled copy 1)

Calgary'88 (French), 16 minutes, June 1986. (Labelled copy 3)

Calgary Olympic Committee, OCO Film, 17 minutes, n.d. (2 copies; produced sometime prior to the Torch Relay practice runs and prior to the completion of the Olympic Oval; very similar to OCO Preview'88 tape in Box 4, but possibly an earlier version)

Olympic Film, "Coming Together," 12 minutes, September 20, 1984. (2 copies; made prior to the completion of most facilities except the Saddledome)

Box 4

Come Together, The Olympics and You, n.d. (2 copies; same as "Calgary Olympic Committee, OCO Film" above; one copy is labelled "c.2")

Olympic Arts Festival Repeater, 11:10 minutes, n.d. (Duplicate of above video repeated 10 times on this cassette)

Olympic Arts Festival, Remix #29, R/T 11 minutes, n.d.

"Olympic Arts Festival," Remix #35, 11 minutes, n.d. (No container)

Sun Ice Ltd., "1987/88 Marketing Presentation," Amalgam Film/Video Producers Inc., n.d.

Calgary'88 Olympics, Flight 1: Tag 1/Tag 2; Comm[ercial]: English, French, 1986. (Labelled "Ticketing Commercials Sept. 1986;" repeated commercials in English and French; production information on the tape indicates August 1986)

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Box 4 (cont'd)

Calgary Olympics, "Being There," Comm[ercial], Flight 1-3, Tag 1-2, English Versions, August 1986. (Repeat of English commercial as in above tape)

Calgary'88 Winter Olympics, Flight 1-3, Tag 1-2, Comm[ercial], French Versions, August 1986. (Repeated French commercial as in above tape)

OCO Preview'88, Comm[ercial], TC Burn, 13 minutes, n.d. (Time code at bottom; English version of "Vers un moment de gloire," above; lines on picture; may not be exactly the same as the French version; video images end at about 9 minutes on the time code)

Box 5

Olympic Ticket Controversy News Clips, [1985-1986]. (Taped from television news clips; includes other Olympic news items as well; less than half the tape)

Seoul Prepares for the 24th Olympiad, 1988, Korea Film Production, 19 minutes, [1984].

The Olympic Video, April 22, 1985. (Re sponsorship of the Olympics; title on the video is "TOP: The Olympic Programme," by Broadcast Facilities International)

Baker Lovick Olympic Marketing Presentation, 1983-1984. (Labelled "dubbed from Nov. 23/83 ¾ inch tape on July 20/84;" outside note: "Sales Presentation to Corporate Sponsors to invest in OCO'88 and XVOWG"; re the history of the Olympic Winter Games and the need for corporate sponsors)

CTV Host Broadcaster, Presentation #4, Shannon Sports Television, R/T 10:04, March 1987. (Regarding events and venues at XV Olympic Winter Games)

Ladies Jury, Alpine Ladies Super G. Feb. 22/88, OVC Olympic Volunteer Centre. (Inside label: includes list of final results, log sheet; sound begins well into tape; maybe a duplicate of a broadcast tape, but with no broadcast commentary; inside label: "Nakiska, Alpine,

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Box 5 (cont'd)

Women's Super G, 1 Reel of 1, February 22; Alp 1122 Alpine, Day 10, 02/22/88, Super G, Women's 120)

Excellence 88, English, Canadian Olympic Office, 5 min. 25 sec., n.d. (Produced by Health and Welfare Canada; video interference near end of tape)

OCO Orientation, May 8/84. (Presentation at Bow Valley Square by Mary Sedgewick on OCO Services Dept. and OCO organization; re venues by Don Siler (possibly); presentation for volunteers in the Communications Dept. by Phyllis Berck; and Ingrid Ameli re clothing)

Calgary Olympics, "Being There," Comm[ercial], 64-02-18-86-01/06, Flight 1-3, Tag 1-2, English Version. (Olympic Ticket Commercials; duplicate of tape in Box above; commercial repeated in slightly different versions, especially regarding availability of tickets and dates)

Calgary Winter Olympics, Flight 1-3, Tag 1-2, Comm[ercial]: 64-02-18-86-7/12; Length: 6 X 30, French Versions. (Olympic Ticket Update Commercial, French Versions; each slightly different as in the English versions; duplicate of commercials above, but dates may be different)

Box 6

Ziatorog Maribor reportaña Engleski Teskst, Trajanje: 14 min, 30 sec., n.d.

OCO'88: 1. Renewal 2. We're Ready, 2 x 30 [minutes], English, n.d.

Calgary'88, OCO'88, English, 16 minutes, July 11, 1986. (Labelled copy 32)

Calgary'88, OCO'88, English, 17 minutes, July 1986. (Labelled copy 16; this video, the one above and those in French below are versions of commercials intended for broadcast)

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Box 6 (cont'd)

Calgary'88, French, n.d. (Labelled copy 2)

Calgary'88, Français duplicate, 17 minutes, n.d.

OCO/Sport Chek, Volunteer Fashion, Video Presentation, CFCN Productions, 3:50, n.d.

Beta

Calgary'88, English, 16 minutes, n.d. (2 copies (8 & 9); also titled "Calgary 1988 Olympic Winter Games")

Calgary'88, French, 16 minutes, June 1986. (2 copies (4 & 8))

Box 7

OCO'88 Video News Library, 1987-1988. (11 Betacam videos; television news reports, each dated; possibly related to the list in Box 1 above)

Box 8

Wear Your Olympic Bid Pin, 'Share the Experience,' and CODA Ski Footage, n.d.

Wear Your Olympic Bid Pins Commercials, n.d. (Television advertisements featuring Ken Read and Steve Collins)

CODA Connection, Doug Kowell, Conference for fund raiser CODA, Cable 10, January 26, 1981. (CODA Reception)

Sport Chek 1983, Co-op Presentation Tape, 16 minutes, [1983].

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Box 8 (cont'd)

Three-Quarter Inch Video

OCO'88, "Renewal," Comm[ercial], "We're Ready," Comm[ercial], "Soon the Glory Begins,"

Comm[ercial], 12 minutes, Gastown Productions, September 8, 1987. (KCS-20BRS)

[untitled - "Calgary Olympics"], no time, [August 1984]. (KCS 20 video; note attached says

"Frances J.[:] Tape of an interview I did at L.A. for C.N.N. B[ill Pratt]"; sketchy)

Come Together in Calgary, 12:50, Creative House: A Corporate Partnership, October 1984.

(20BRK video; marked "#1")

Box 9

OCO'88/Labatt's, "Adopt-a-Parent" Program, 6:00, Pullin Productions Ltd., June 17, 1987.

([KCA]; marked "Dub")

Destination Calgary, English & French, 10:00, Cinema Concepts, VTR Productions Ltd., Jan.

19, 1984. (UCA 20 Govt of Canada broadcast video; marked "¾" for Sarajevo")

Lake Placid, 1980 Winter Olympics, 29:00, Master, [1979]. (KCA 30)

The Spirit Sings Condensed Promo, 3:50, Glenbow Museum, 1987. (UCA 20)

1988 Winter Olympics--How Calgary Won, no time, University of Calgary, Dept of Communications Media, [1981-1982]. (UCA 30; copyright belongs to the University of Calgary)

Box 10

Olympic Arts Festival, Remix #13, R/T 11 minutes 13 seconds, [1987]. (KCA 20)

David Foster, Olympics'88, 4:00, Davlin Productions, December 14, 1987. ([KCA]; no audio; labelled with "Coca-Cola USA Media Support Services"; copy with audio in Box 16 below)

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Box 10 (cont'd)

Come Together in Calgary, Creative House, Vancouver; February 21, 1985, 11:00. (20 BRK; copy of the Olympic Bid presentation; labelled "c[opy] 1" on inside)

Gold/Silver Coin Set, Olympic Coin Program, Pre-Games Version, Royal Canadian Mint, October 1987, 5:25, Corvideocom Limited. (UCA 10; 2 copies; includes typed transcript of video contents)

Box 11

World Short Track Speedskating Championships, Tokyo, CFCN, April 1983. (20 BRK; from ABC's "Wide World of Sports")

10 Winter Olympic Moments, [CFCN], [1983]. (UCA 60; no audio)

Sport Portrait, Open & Close, Masters, [1987]. (MBR 20s; split audio)

See It, Hear It, Feel It, :30 commercial, OCO'88, McKim Advertising Calgary, Westrack Communications Ltd., [1987]. (20 BR; promotional advertisement for the Calgary Olympic Centre; split audio)

The Sports Hot Seat, Guest: Frank King, CFCN, ca. 30 minutes, November 1980. (KCA 30; taped November 4, 1980; shown January 1981)

Box 12

Houston Group Copy, n.d. (UCA 10; a public relations and communications promotional video for the Houston Group company)

[untitled] - labelled "Film on Calgary," "Calgary'88," Arthur Asplund Productions, [1980]. (KCA 30; produced for CODA and features the proposed venues for the 1988 Olympic Winter Games)

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Box 12 (cont'd)

CODA Pin Blitz, West-Can Communications, [1981]. (KCA 20; marked "1 x 30, Ken Read, CODA;" no audio)

Olympic Hilite Package, Full (With Commercials), CTV, June 26, 1980. (UCA 60; no audio; highlights from the XIII Olympic Winter Games)

Olympic Training #1, 26:49 minutes, Amalgam Film/Video Producers, January 19, 1988. (MBR 60; taped November 1987; this video and #2 and #3 below are duplicates of the Volunteer Specific Training videos which are in VHS format in Team'88 Services Group, XII, Boxes 5 and 6)

Box 13

Olympic Training #2, 27:25 minutes, Amalgam Film/Video Producers, January 19, 1988. (MBR 60)

Olympic Training #3, 23:00 minutes, Amalgam Film/Video Producers, January 20, 1988. (MBR 60)

Olympic Training #4, 25:42 minutes, Amalgam Film/Video Producers, January 20, 1988. (MBR 60; video flickers; covers the history of the Olympic Games and of OCO'88; possibly a duplicate of the Volunteer Home Study Program which can be found in VHS format in Team'88 Services Group, XII, Box 5)

This is OCC, Ohlmeyer Communications Companies, 3:56 version, incl. 22 sec. pad, October 29, 1985. (30 K; marked "edited Master"; promotional video)

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Box 14

3M Olympic Vignette, B. Ball/Scotch, [CBC], n.d. (UCA 10s; video is flawed; features Jack Donahue and Jay Triano of the Canadian National Basketball team)

Petro Canada Olympic Torch: 1) Torch Relay Application, Baker Lovick Advertising, Calgary, 60 sec., English, June 10, 1987. (KCS-10K; no sound)

Welcome to OCO'88, Dub, Pullin Productions Ltd., 11:24, January 1986. (P341; marked "Claire Potvin for Archives")

Canada News-Wire Limited, Video News Release Samples, [1981-1982]. (20 BRK)

Reno-National (Revised), Dub; Scali, McCabe, Sloves; Labatt Brewing/Blue (Blue & Blue Light), June 27, 1986. (10 K; commercial for twist-off caps)

CTV Olympic Presentation, Countdown Calgary'88, CFCN, [1985-1986]. (UCA 30)

Box 15

ABC Olympic Presentation, redubbed January 15, 1987. (2 copies; UCA 30)

Awaken to Alberta, CFCN, Travel Alberta, produced by Sunset Films, n.d. (UCA 30s; no audio)

Ski Alberta/Ski Alberta's Canadian Rockies, CFCN, Travel Alberta, French, n.d. (UCA 60; no audio)

Box 16

Calgary'88: XV Olympic Winter Games, CFCN Productions, English, 16 min., [1986]. (UCA 30; labelled copy 8)

Calgary'88, CFCN Productions, French, 16 minutes, June 1986. (BCA-30; labelled copy 2)

The Coca-Cola Company Presents "Can't You Feel It?" written by [David] Foster & Tommy Banks, Song of the '88 Winter Olympics, 1987. (10 BRS; followed by CNN News report

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Box 16 (cont'd)

on choosing singers for the chorus at the XV Olympic Winter Games; Box 10 has a version of this but with no audio)

Newsletter ONE, VISA, All Mobile Video, October 26, 1986. (UCA 20; regarding the association of VISA with the Olympic movement)

1/Calgary--No Mastercard TV-22RI-VA30, 2/Calgary--No Mastercard FTV-22-VA-30, VISA, Flashcut 8711-055, 30 sec. English, 30 sec. French, November 9, 1987. (UCA 10; two VISA commercials)

OCO'88, Official Sponsor Commercial Presentation, CFCN Productions, 7:30 minutes, n.d. (UCA 30; the time should read something like 1:30)

Box 17

Soon the Glory Begins, CFCN Productions, English, 12 minutes, May 1987. (2 copies; KCA 20; NTSC; one labelled "Master Copy" and "Old Master"; the second labelled copy 2; duplicated in VHS format, Box 3)

Vers un moment de gloire (Soon the Glory Begins), CFCN Productions, French, 12 minutes, [August 1987]. (2 copies; first is UCA 30 labelled "NTSC Master," and "copy 1"; the second is labelled VHS SP, but it is really a ¾ inch KCS-20BRS Broadcast Standard video; the English and French versions of this video are not identical)

Olympic Arts Festival, Promotional Video, CFCN Productions, 11 minutes, April 27, 1987. (KCS-20K; labelled "Original"; no audio; probably duplicated in VHS format)

OCO, Coming Together, 12:40 seconds; January 1984. ([UCA 60]; regarding construction of venues; no audio)

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Box 18

OCO'88, Volunteer Orientation, 13:35 minutes, May-June 1985. (KCA 20; Pullin Productions Ltd.; dates on the case and on the tape conflict; possibly an earlier version of a VHS video found in Sports Group, Series XIII, Box 3, "OCO'88 Volunteer Orientation Version II, Dub July 1986)

ABC Sports: Calgary Olympic Presentation, Modern Telecommunications, Inc., New York; August 12, 1983. (UCA 30 video; probably an earlier version of ABC Presentation video in Box 14 above)

ABC Presentation on Calgary'88, 1985. (BCA-60; labelled "Revised Calgary," and "for Sponsors/Clients"; very similar to ABC Presentation video in Box 14; differences are very minor)

Reel to Reel Video

OCO'88: Soon the Glory Begins, CFCN Productions, English, 12 minutes, [October 1987]. (2 copies; ¾ inch video on reel; one copy labelled "Protection Master")

Film

OCO'88: Newsclip, Silent, Canawest-master Films Ltd, Calgary, 2 minutes, January 24, 1984. (35 mm film; colour)

Box 19

Calgary'88, Soon the Glory Begins, OCO'88, CFCN Productions, Calgary, R/T, 12 minutes, May 1987. (3 copies; 16 mm film; Copy 1, Copy 10 and a third unidentified copy)

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Box 19 (cont'd)

Calgary'88, English, 16 minutes, June 1986. (3 copies; 16 mm film; Copy 8, second copy is labelled "Old Film," and third copy is unidentified and is stored separately on the shelf; note: a French language version of this film can be found in Series VII.)

Box 20

OCO'88: Newsclip, Silent, Canawest-Master Films, Ltd., Calgary, 2 minutes, 1984. (9 copies; 16 mm film)

OCO Newsclip, August 1984. (2 copies; 16 mm film)

News Clip of FIBT, July 4-5, 1984. (16 mm film)

Sound Cassettes

Olympic Arts Festival Presentation, n.d. (2 sound cassettes, one labelled "Final Mix," and the other labelled "Cassette Mix"; presentations on one side only)

Porgy and Bess, Release December 1987. (Sound cassette; narration by Christopher Newton, Director; "Summertime" by Sharon Anne Miller, Principal; one side only)

The Olympic Minute, for Kodak, World Radio Network, Spots Commercial Music and Audio, n.d. (Sound cassette; narration on biathlon by Laurie Graham; narration on Canada's last gold medal in hockey by Todd Brooker; one side only)

Sound Tape Reel

The IOC Solemn Ceremony, February 8, 1988, no time, Calgary Centre for Performing Arts. (19.05 cm/s 1/2 track stereo, sound tape reel; marked "dub"; stored separately on the shelf)

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Box 20 (cont'd)

Sound Disk

The Olympic Anthem, 1985. (45 rpm stereo sound disk; side 2 contains "Let the Nations Play;" included with the above sound cassette)

SUB SERIES: PHOTOGRAPHIC IMAGES

Catalogues (see also Appendix II for listings of catalogue numbers used for the photographic images)

Box 21

110.09.0001-110.21.0011 [Venues], n.d. (2 folders)

120.01.0001-136.03.0016 [Calgary, Canmore, Parks, Banff], n.d.

210.01.0001-210.09.0444 [Sports], n.d. (1st and 2nd of 3 folders)

Box 22

210.01.0001-210.09.0444 [Sports], n.d. (3rd of 3 folders)

210.10.0001-220.10.0097 [Sports; OCO Directors, Employees and Volunteers], n.d. (3 folders)

230.03.0001-292.02.0052 [Calgary House, Lake Placid 1980--City Officials, OCO Athletes; Pre-Games Public Relations; Sports Organizations; Provincial Politicians; Federal Politicians; Miscellaneous People; Media], n.d.

350.01.0001-380.52.0012 [International Games, Sarajevo; IOC; NOC; OCO Officials; Press Conferences], n.d. (2 folders)

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Box 23

420.01.0001-440.09.0081 [Logos; OCO'88 Mascots Hidy & Howdy; Signs], n.d.

610.01.0001-715.08.0006 [Torch Relay; Entertainment; Cultural Institutions; Performing Arts],
n.d. (2 folders)

Photograph Catalogue, OCO'88, 1985-1987. (Early eight digit catalogue numbers)

[OCO'88, Business After Hours], 1985. (OCO Board Presentation)

Images

OCO'88 Volunteers/Staff, Brian Murphy, Sports, n.d. (Black & white print, 2½ x 2½)

[Athlete Information Bureau], n.d. (21 photo prints of athletes by Athlete Information Bureau, all
black and white, 5 x 7, catalogued):

David Leuty, Bobsleigh	210.14.011
Dana Rice, Bobsleigh	210.14.012
Mike Clarkin, Bobsleigh	210.14.013
Kirby Best, Bobsleigh	210.14.014
James Carr, Bobsleigh	210.14.015
Clarke Flynn, Bobsleigh	210.14.016
Greg Alford, Bobsleigh	210.14.017
Susan Veltman Rossi, Luge	210.14.019
Carole Keyes, Luge	210.14.020
Bruce Smith, Luge	210.14.021
Marie Claude Doyon, Luge	210.14.022
Michael Rump, Luge	210.14.023
Jane Sutherland, Luge	210.14.024

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Box 23 (cont'd)

[Athlete Information Bureau], n.d. (cont'd)

Danielle Nadeau, Luge	210.14.025
Robert Wilson, Bobsleigh	210.14.026
Jock Addison, Bobsleigh	210.14.027
Alan MacLachlan, Bobsleigh	210.14.028
Allen Tissenbaum, Bobsleigh	210.14.029
Norman Carr, Bobsleigh	210.14.032
Doug Grand, Bobsleigh	210.14.033
Peter Renzetti, Bobsleigh	210.14.034

Canada Olympic Park Aerial Survey, August 22, 1984. (2 folders; second contains six 8 x 10 colour photo prints of Paskapoo Olympic Site; three black & white photo prints, various sizes, of unidentified ski jumping sites; and two colour photo prints, about 8½ x 9½, of unidentified ski jumping sites)

Box 24

OCO'88 Photo/Slide Library, 1986-1987. (4 folders; includes catalogued and uncatalogued images, colour unless specified otherwise):

- (1) Pictograms, outdated. (440.07.001-440.07.017)
 - Ancient Olympics. (3 duplicates; 440.01.001-440.01.036)
 - Ceremonies Production Team, n.d. (Contact prints; uncatalogued negatives; 380.12.002)
 - Arts Festival Medals. (Uncatalogued slides and negative)
 - Jack Singer Concert Hall, [1987]. (Herald photo, uncatalogued)
 - Arts Festival Logo, n.d. (Slide)
 - Jack Singer Concert Hall, Max Bell Theatre & exterior, n.d. (Uncatalogued slides; some duplicates)
- (2) Arts Judges, OVC, Oct. 17, 1986. (Uncatalogued slides, Olympic Volunteer Centre [OCO'88 Volunteers/Staff], Julia Harrison, June, 1986.

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Box 24 (cont'd)

OCO'88 Photo/Slide Library, 1986-1987. (cont'd)

(2) (cont'd)

Arts Festival, OVC, Oct. 16, 1986.

Arts Festival, with Ken Read, [1987]. (Black & white print, 5½ x 8; used in Spirit, Feb. 1987)

Presentation, [1987]. (Black & white print, 3¼ x 4½; 35 mm colour slides; used in Spirit, Feb. 1987)

Olympic Coins, n.d. (Transparency, 2¼ x 3; used in Spirit)

Media Village, Performing Arts Centre, Jack Singer Concert Hall, n.d. (3 uncatalogued slides)

Miscellaneous, n.d. (35 mm slides of flags, photographer unknown and copyright unknown; USSR Delegation, Nov. 19-24, 1985, by Larry Fisher)

(3) Hidy & Howdy in Ottawa, n.d. (Uncatalogued black & white print, 8 x 10)

Hidy & Howdy with Delegation, n.d. (Uncatalogued print, 8 x 10; sticky)

Anonymous Athletes, n.d. (Uncatalogued black & white contact prints)

[Unknown], n.d. (Uncatalogued black & white print, 5 x 7)

[Various miscellaneous slides], n.d. (Some identified, all uncatalogued; two black & white negatives; many identifiable, eg. Hidy & Howdy, Falun, McMahon, etc.; may be duplicated elsewhere)

(4) Calgary Olympic Centre, n.d. (Uncatalogued negative, 4 x 5)

Nakiska, n.d. (Uncatalogued negative, 4 x 5)

Olympic Oval, n.d. (Uncatalogued negative, 4 x 5)

Canada Olympic Park, n.d. (Uncatalogued negative, 4 x 5)

Nakiska, n.d. (Uncatalogued print, 8 x 10; possibly duplicated elsewhere)

Calgary Olympic Centre, signage, n.d. (110.11.0048; 35 mm slides, two uncatalogued; one duplicate)

Olympic Oval, n.d. (Uncatalogued black & white print, 4 x 5)

Olympic Oval, Construction, n.d. (Uncatalogued black & white print, 4 x 5)

Canada Olympic Park, Bobsleigh, n.d. (Uncatalogued black & white print, 4 x 5)

Canmore, n.d. (Uncatalogued black & white print, 4 x 5)

Paskapoo, n.d. (3 uncatalogued prints, 8 x 10; see captions on back)

Canada Olympic Park, Ski Jump, n.d. (Uncatalogued black & white print, 8 x 10)

Canada Olympic Centre, n.d. (Uncatalogued negative, 4 x 5)

Figure Skaters, n.d. (Uncatalogued negative, 4 x 5)

Calgary Olympic Centre, n.d. (Uncatalogued negative, 4 x 5)

Figure Skaters, n.d. (Uncatalogued negative, 4 x 5; and 35 mm slide; print and negative exist elsewhere; note attached: "top Cdn figure skaters brought here by Calalta Figure Skating Club")

OCO'88 Staff/Volunteers, unknown, n.d. (Uncatalogued black & white print, 2 x 3)

Canada Olympic Centre, n.d. (Uncatalogued negative, 4 x 5; labelled "Paskapoo Canada Olympic Centre")

Canada Olympic Centre, n.d. (Uncatalogued negative, 4 x 5)

Copyright City of Calgary

Box 24 (cont'd)

OCO'88 Photo/Slide Library, 1986-1987. (cont'd)

(4) (cont'd)

[Venues, Miscellaneous,] n.d. (Uncatalogued 35 mm slides of COP, Nakiska, Canmore; may be duplicated elsewhere)

Miscellaneous venues, people, etc., n.d. (Partially catalogued and labelled 35 mm slides)

[Miscellaneous Photo Images], [1984-1985]:

OCO'88 Staff/Volunteers, Jim Waters, G.M. Media, n.d. (Uncatalogued black & white print, 2 x 3)

OCO'88 Staff/Volunteers, Jim Waters, G.M. Media, n.d. (Uncatalogued contact prints)

OCO'88 Volunteers/Staff, Jim Waters, G.M. Media, n.d. (Uncatalogued negatives, 2½ x 3)

Gaetan Boucher, 1984. (210.14.0035; colour print, 8 x 10; photo by Athlete Information Bureau/Service Information Athletes)

Lloyd Langlois, Mont Gabriel, Quebec, January 1985. (210.13.0017; colour print, 8 x 10; photo by Athlete Information Bureau/Service Information Athlete)

OCO'88 Volunteers/Staff, Jim Waters, G.M. Media, n.d. (Uncatalogued black & white contact prints; photo by Boli & Hutinson; biography attached)

[OCO'88 Volunteers/Staff], n.d. (35 mm slides; includes Frank King, Bob Niven, Peter Lougheed, Ralph Klein et al.; 370.06.0001-370.06.0004; 370.06.0006; 370.06.0013-370.06.0015; 370.06.0017-370.06.0018)

OCO'88 Slide/Photo Library, Historical Material, Graphic Slides, 1982-1985. (6 folders; includes catalogued and uncatalogued images, colour unless specified otherwise):

(1) Stampede General, n.d. (35 mm slides; duplicates; note: "photographed by different people; some rights Stampede"; 390.01.013-390.01.015; 390.01.019-390.01.022; includes 35 mm transparency: 390.01.023)

Calgary Stampede, July 10, [1987]. (Uncatalogued print, 4 x 5)

Calgary Stampede, n.d. (Print, 8 x 10; 390.01.015)

Calgary Stampede, n.d. (Uncatalogued print, 8 x 10)

Calgary Stampede Parade, 1985. (Contact prints; by Larry Fisher; 390.01.025)

Calgary Stampede, n.d. (Print, 8 x 10; 390.01.013)

Banff TV Festival, August 1982. (Black & white prints, 4 x 6 as follows: Dave Leighton - 390.02.001; John Martin - 390.02.002; group photo - 390.02.003; Dave Leighton, Michael O'Hara - 390.02.004; Michael O'Hara - 390.02.005; Marvin Bader, John Martin & unknown - 390.02.006; Marvin Bader - 390.02.007; unidentified - 390.02.008)

(2) CODA Cup Olympic Challenge, August 6, 1982. (Black & white print, 8 x 10; photo by Bob [Petronski], Team Photography; 390.03.001)

Copyright City of Calgary

Box 24 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, Graphic Slides, 1982-1985. (cont'd)

(2) (cont'd)

First Tree Planting, Beautification of Routes from Calgary International Airport to Major Olympic Sites, May 6, 1983. (Print, 5 x 5; photo by Mathieson Photo Service; 390.04.001)

Olympic Academy Barbecue, June 1983. (Black & white contact sheets; photos by Robert Karri-Davies; possibly at Elkcana Ranch; black & white 35 mm negatives; 3 sheets; 390.05.001-390.05.003)

Sarajevo Computer Team, Summer 1984. (Contact prints; photo by Giorgio Nigro, Commercial Photographers; 390.09.001)

Box 25

OCO'88 Slide/Photo Library, Historical Material, Graphic Slides, 1982-1985. (cont'd)

(3) Hidy & Howdy, Stampede, 1984. (35 mm slides; 390.11.001-390.11.003)

Hidy & Howdy, Calgary Stampede, 1984. (5 uncatalogued prints, 4 x 6; uncatalogued 35 mm negatives)

Hidy & Howdy, City of Calgary Signage Unveiling, with Mayor Klein, September 1984. (Print, 8 x 10; photo by Bilodeau & Preston; 390.12.001)

Hidy & Howdy, City of Calgary Signage Unveiling, with Mayor Klein, September 1984. (Print, 8 x 11¾; photo by Bilodeau & Preston; 390.12.002)

Hidy & Howdy, City of Calgary Signage Unveiling, with Mayor Klein, September 1984. (Contact prints; photos by Bilodeau & Preston)

Welcome to Calgary Olympic Signage, n.d. (35 mm slide; photo by Bilodeau & Preston; 390.12.001; 3 images; different from the images above with the same number)

Culinary Olympics, Hans Wanner, City Bakery, October 1984. (Contact prints; photo by ABL; 390.13.001)

(4) Hidy & Howdy, Hotel Association Presentation, Palliser Hotel, December 1984. (Contact prints; 390.14.002-390.14.003)

Hidy & Howdy, Hotel Association Presentation, Hotels Signed, Palliser Hotel, December 1984. (Print, 8 x 10; 390.14.001)

Hidy & Howdy, Hotel Association Presentation, Palliser Hotel, December 1984. (Contact prints; 390.14.001)

Hidy & Howdy, Hotel Association Presentation, Palliser Hotel, December 1984. (Prints, 8 x 10; 390.14.001-390.14.002)

Hidy & Howdy, Accommodation Presentation, Banff, Canmore, 1985 June 5. (Uncatalogued print, 8 x 10)

Hidy & Howdy, Accommodation Presentation, Banff, Canmore, 1985 June 5. (Contact prints; 390.14.004)

Hidy & Howdy, San Francisco Ski Show, December 1984. (3 prints, 3½ x 4½; some poor quality; "3 times a day they danced for the crowd"; 390.15.001; 390.15.005; 390.15.006)

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Box 25 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, Graphic Slides, 1982-1985. (cont'd)

(4) (cont'd)

- Hidy & Howdy, San Francisco Ski Show, with Suzie Chaffee, U.S. Freestyle Champion, December 1984. (3 prints, 3½ x 4½; 390.15.007-390.15.009)
- Hidy & Howdy, San Francisco Ski Show, Travel Alberta Booth, December 1985. (2 prints, 3½ x 4½; 390.15.002; 390.15.004)
- Hidy & Howdy, San Francisco Ski Show, December 1985. (With Bob Choquette, Bishop Carroll Chaperone and Lori Dowling of Travel Alberta; print, 3½ x 4½; 390.15.003)

(5) Hidy & Howdy, Travel'85, Stampede Park, Calgary, February 15-17, 1985. (Print, 8 x 10; copyright Impressions by Switzer; 390.16.001)

Hidy & Howdy, Canadian Participation Challenge, June 1985. (2 different sheets of contact prints; 390.16.002)

Canada Olympic Park, Coaches' Tour, July 23, 1985. (Contact prints; photos by Larry Fisher; 390.18.019-390.18.020)

Canada Olympic Park, Coaches' Tour, July 23, 1985. (35 mm slides; identification notes attached; 390.18.001-390.18.018)

[Venues], Aldermanic Tour, July 1985. (35 mm slides; 390.19.001-390.19.013; 390.19.015-390.19.021)

Los Angeles Olympic Film Premiere, Jack Singer Concert Hall, n.d. (Contact prints; photos by Images Photographic & Graphic Design; 390.02.001 - 390.02.003)

University of Calgary, Aerial, 1987 September 7. (Uncatalogued black & white print, 5 x 7½; photo by Larry Fisher)

University of Calgary, Aerial, September 7, [1987]. (Uncatalogued transparency, 2½ x 3; photo by Larry Fisher)

(6) Graphic Slides, n.d. (35 mm slides; several different images with the same catalogue number; 440.03.003)

Graphic Slides, n.d. (35 mm slides; 440.04.001-440.04.002)

Graphic Slides, n.d. (35 mm slides; 440.05.001-44.005.033)

Graphic Slides, n.d. (35 mm slides; 4 different images; 440.06.001)

Graphic Slides, n.d. (35 mm slides; 4 different images; 440.06.005)

Graphic Slide, n.d. (35 mm slide; 440.01.001)

Graphic Slides, n.d. (35 mm slides; 440.02.001-440.02.012)

Graphic Slide, n.d. (35 mm slide; 440.03.001)

Graphic Slides, n.d. (35 mm slides; 6 different images; 440.03.002)

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985. (2

folders of 10 in this box; includes catalogued and uncatalogued images , colour unless specified otherwise):

Copyright City of Calgary

Box 25 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985.

(cont'd)

- (1) Sarajevo, Miscellaneous, n.d. (35 mm slides; 350.01.005-350.01.014; 350.01.0063; 350.01.0069-350.01.0070)
 - Sarajevo, Canadians in Sarajevo, February 1984. (Includes Bill Pratt, Ralph Klein, Frank King; print, 4 x 6; mounted on paper; photo by W. Petrigo; 350.06.0017)
 - Sarajevo, Canadians in Sarajevo, February 1984. (Peter Loughheed; Helen Hutchinson, CTV; print, 5 x 7; photo by W. Petrigo; 350.06.015)
 - Sarajevo, Canadians in Sarajevo, February 1984. (Print, 4 x 6; photo by W. Petrigo; 350.06.016)
 - Sarajevo, Canadians in Sarajevo, February 1984. (35 mm transparency; 350.06.032)
 - Sarajevo, Canadians in Sarajevo, February 1984. (35 mm slides; 350.06.018-350.06.023; 350.06.025-350.06.031; 350.06.033-350.06.056)
- (2) People of Sarajevo, Feb. 1984. (35 mm slides; photos by W. Petrigo; 350.06.059-350.06.099; 350.06.101-350.06.118; 350.06.119A--three different images; 350.06.024)
 - [Hidy & Howdy, Closing Ceremonies, Sarajevo, 1984.] (35 mm slides; duplicates; 350.05.024A)
 - President, Sarajevo Olympics, February 1984. (350.06.120-350.06.121; 350.06.123-350.06.126)
 - Sarajevo, Scenery, February 1984. (35 mm slides; photos by W. Petrigo; 350.07.001-350.07.002; 350.07.004-350.07.011)
 - Sarajevo, Scenery, February 1984. (Contact prints; photos by W. Petrigo; 35 mm negatives; 350.07.012)

Box 26

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985.

(cont'd) (4 folders of 10 in this box):

- (3) Sarajevo, 1984 Olympic Winter Games, February 1984. (35 mm slides; photos by W. Petrigo; 350.07.013-350.07.015)
 - Sarajevo, IOC Hotel, February 1984. (35 mm slides; photos by W. Petrigo; 350.08.001-350.08.002)
 - Sarajevo, Accreditation, February 1984. (35 mm slides; photos by W. Petrigo; 350.08.003-350.08.008)
 - Sarajevo, Security, February 1984. (35 mm slides; by W. Petrigo; 350.08.009)
 - Sarajevo, Bus Transportation, February 1984. (35 mm slides; by W. Petrigo; 350.08.010-350.08.014)
 - Olympic Information Centre, Opening May 14, 1984. (Includes Bill Pratt; print, 8 x 10; photo by Ottmar Bierwagon; 330.02.001)

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Box 26 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985.

(cont'd)

(3) (cont'd)

Olympic Information Centre, Opening May 14, 1984. (Print, 8 x 10; by Ottmar Bierwagon; 330.02.002)

Olympic Information Centre, [Opening], May, 1984. (35 mm slides; by Ottmar Bierwagon; different images with the same number; 330.01.0001-330.01.0002)

Olympic Information Centre, [Opening], May, 1984. (35 mm slides; by Ottmar Bierwagon; many different images with the same number; 330.02.003-330.02.006)

(4) Hockey, 1985. (Black & white prints, 7 x 9½; photos by Albert Riethausen; 360.03.175-360.03.177)

Nakiska, 1985. (Black & white prints, 7 x 9½; photos by Albert Riethausen; 360.03.179-360.03.180)

Banff, Banff Springs Hotel, 1985. (Black & white print, 7 x 9½; photo by Albert Riethausen; 360.03.0181)

Nakiska, 1985. (Black & white print, 7 x 9½; photo by Albert Riethausen; 360.03.182)

[Canmore Nordic Centre], 1985. (Black & white print, 7 x 9½; photo by Albert Riethausen; 360.03.183)

Calgary, Downtown, 1985. (Black & white print, 7 x 9½; by Albert Riethausen; 360.03.184)

Calgary, Skyline, 1985. (Black & white print, 7 x 9½; by Albert Riethausen; 360.03.185)

Saddledome, Interior, 1985. (Black & white print, 7 x 9½; by Albert Riethausen; 360.03.186)

Roundup Centre, 1985. (Black & white print, 7 x 9½; photo by Albert Riethausen; 360.03.187)

Flags, Canadian, Olympic and 1988 Logo, 1985. (Black & white print, 7 x 9½; photo by Albert Riethausen; 360.03.188)

Calgary, Skyline with Saddledome, 1985. (Black & white print, 7 x 9½; by Albert Riethausen; 360.03.189)

Saddledome, Exterior, 1985. (Black & white print, 7 x 9½; by Albert Riethausen; 360.03.190)

Hockey, 1985. (Black & white print, 7 x 9½; by Albert Riethausen; 360.03.191)

(5) Canmore Community Meeting, unknown, October 1983. (Black & white print, 5 x 7; photo by R.H. Andersen; 370.01.003)

Canmore Community Meeting, October 1983. (Black & white print, 5 x 7; photo by R.H. Andersen; 370.01.004)

Canmore Community Meeting, Bill Pratt, October 1983. (Black & white print, 5 x 7; photo by R.H. Andersen; 370.01.002)

Canmore Community Meeting, October 1983. (Black & white print, 5 x 7; photo by R.H. Andersen; 370.01.001)

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Box 26 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985.

(cont'd)

(5) (cont'd)

OCO'88 Management Meeting, with Bill Pratt and Ahmed Karabegovic, Secretary General, Sarajevo Organizing Committee, July 1984. (2 prints, 4 x 6; 35 mm negatives; 370.02.001-370.02.002)

(6) OCO'88 Management Meeting, Rafter Six Ranch, October 1984. (Prints, 3½ x 5; 4 x 5¼; 370.03.001-370.03.031; some images have more than one catalogue number)

OCO'88 Management Meeting, Rafter Six Ranch, October 1984. (Uncatalogued 35 mm negatives)

Guest Ranch, n.d. (35 mm slides; 370.03.0032-370.03.0033)

(7) Hidy & Howdy, OCO'88 Display, n.d. (Prints, 4 x 6; 370.04.010-370.04.013)

OCO'88 Olympic Display, n.d. (Prints, 4 x 6; 370.04.014-370.04.017; 370.04.019)

OCO'88 Town Hall Meeting, n.d. (Print, 4 x 6; 370.04.005)

OCO'88 Town Hall Meeting, n.d. (Includes Bob Holmes, Bill Pratt, Dr. Bruce Challis, Frank King; print, 4 x 6; 370.04.006)

OCO'88 Town Hall Meeting, n.d. (Unknown; prints, 4 x 6; 370.04.007-370.04.009)

OCO'88 Town Hall Meeting, n.d. (Prints, 4 x 6; 370.04.018; 370.04.020)

OCO'88 Town Hall Meeting, n.d. (Includes Frank King, Bill Pratt, Bob Holmes; prints, 4 x 6; 370.04.021-370.04.022)

OCO'88 Town Hall Meeting, n.d. (Prints, 4 x 6; 370.04.023; 370.04.025-370.04.026; 370.04.0028-370.04.030; 370.04.032-370.04.033)

OCO'88 Town Hall Meeting, Dr. Bruce Challis, n.d. (Prints, 4 x 6; 370.04.034-370.04.035)

OCO'88 Town Hall Meeting, Bill Pratt, n.d. (Prints, 4 x 6; 370.04.036-370.04.037)

OCO'88 Town Hall Meeting, Frank King, n.d. (Print, 4 x 6; 370.04.038)

OCO'88 Town Hall Meeting, n.d. (Print, 8 x 10; 370.04.004)

OCO'88 Town Hall Meeting, n.d. (Includes Bob Holmes, Bill Pratt Dr. Bruce Challis, Frank King; black & white print, 8 x 10; 370.04.006)

OCO'88 Town Hall Meeting, n.d. (Prints, 8 x 10; 4 x 6; 370.04.001-370.04.003; 370.04.024; 370.04.027; 370.04.031; images have more than one catalogue number)

Box 27

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985.

(cont'd; 2 of 10 folders in this box):

(8) Village Square Town Hall Meeting, n.d. (35 mm slides; 370.04.047- 370.04.076)

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Box 27 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, Sarajevo, Town Hall Meetings, 1983-1985. (cont'd):

(8) (cont'd)

- OCO'88 Town Hall Meeting, n.d. (Prints, 4 x 6; 370.04.040-370.04.041; includes Frank King, Bill Pratt, Bob Holmes)
- OCO'88 Town Hall Meeting, Frank King, n.d. (Print, 4 x 6; 370.04.042)
- OCO'88 Town Hall Meeting, n.d. (Unknown; 2 prints, 4 x 6; 370.04.043)
- OCO'88 Town Hall Meeting, Hidy & Howdy, n.d. (Prints, 4 x 6; 370.04.044-370.04.045)
- OCO'88 Town Hall Meeting, n.d. (Print, 4 x 6; 370.04.046)
- OCO'88 Annual General Meeting, 1985. (Contact prints; 370.04.078-370.04.080)

(9) IOC Meetings, Calgary, February 1985. (Black & white contact prints, some damage; 360.03.222-360.03.237)

(10) Expo'86, n.d. (35 mm. slides, some duplication)

Europe, n.d. (35 mm slides; no further identification)

Falun, [Sweden], n.d. (35 mm slides)

Oslo, Holmenkollen, n.d. (35 mm slides; may also includes slides from Falun)

Men's Downhill, Panorama, n.d. (4 x 5 colour prints; see Appendix II for a description of the images; some of the images are marked; includes the following catalogue numbers:

210.01.109-210.01.123; 210.01.125-210.01.189; 210.01.191-210.01.207; 210.01.209-210.01.224; 210.01.226-210.01.236)

OCO'88 Slide/Photo Library, Sarajevo 1984. (2 folders of 6 in this box as follows):

(1) Sarajevo, Opening Events, 1984 Winter Olympics, February 1984. (Photographer: Walter Petrigo; 35 mm colour slides; many uncatalogued; includes catalogue numbers: 350.01.002; 350.01.011; 350.01.012; 350.01.013; 350.01.014)

(2) Sarajevo, Opening Events, 1984 Winter Olympics, February 1984. (Photographer: Walter Petrigo; 4 x 5 colour negatives for slides in folder (1) above)

Box 28

OCO'88 Slide/Photo Library, Sarajevo 1984. (cont'd; 4 folders of 6 as follows):

(3) Hospital Visit, Sarajevo, February 1984. (Photographer: D. Bell; 4 x 5 colour negatives; four different images; includes catalogue number 350.01.075.104; also 35 mm colour slides; the images in the negatives above are duplicated in these slides, but with different catalogue numbers - 350.01.075-350.01.104)

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Box 28 (cont')

OCO'88 Slide/Photo Library, Sarajevo 1984. (cont'd; 4 folders of 6 as follows):

(3) (cont'd)

Events, IOC Presentation, Sarajevo, February 1984. (Photographer: Walter Petrigo; 35 mm colour slides with catalogue numbers 350.01.105-350.01.108)

(4) Sarajevo, Media Reception, Calgary Canada House, February 1984. (Photographer: Walter Petrigo; 35 mm colour slides, catalogue numbers 350.01.110-350.01.116)

Sarajevo, Media Reception, Calgary, Canada House, February 1984. (4 x 6 colour prints, n.d.; different images with same catalogue no. - 350.01.117-350.01.118)

Events, Premier's Arrival, Sarajevo, February 1984. (Photographer: Walter Petrigo; 2½ x 2½ colour negatives; colour contact prints with catalogue numbers 350.01.120-350.01.123)

Events, Mayor Tom Bradley, Sarajevo, February 1984. (Photographer: Walter Petrigo; 35 mm colour slides with catalogue numbers 350.01.072-350.01.074)

Closing Ceremonies, 1984. (Prints may be found in Box 2 or 3; includes catalogue numbers 350.01.017; 350.01.020; 350.01.071)

Torch, Sarajevo, n.d. (Photographer: Larry Fisher; 35 mm colour slides)

(5) Events, Sarajevo, n.d. (Uncatalogued 35 mm colour slides; winter & summer scenes)

(6) Events, Sarajevo, n.d. (Uncatalogued 35 mm colour slides; winter and summer scenes; continued from folder 5)

OCO'88 Slide/Photo Library, Historical Material, 1981-1985.

(1) International, Cities, Lausanne, Switzerland, February 1984. (Photographer: Frances Jackson; 35 mm colour slides with catalogue numbers 150.01.001-150.01.005)

Canada, Cities, Quebec Winter Carnival, Quebec City, n.d. (35 mm colour slides with catalogue numbers 140.02.009; 140.02.011-140.02.013)

Transportation, Highways, February 12, 1985. (Photographer: Larry Fisher; 35 mm colour slides; more than one image with the same number; includes 130.04.001)

Transportation, Highways, n.d. (35 mm colour slides; 130.04.002)

Transportation, Snow Plows, February 12/85. (Photographer: Larry Fisher; 35 mm colour slides; more than one image with the same number; includes 130.04.003)

Parks, Kananaskis, Signage, February 12/85. (Photographer: Larry Fisher; 35 mm colour slides; more than one image with the same number; 130.03.001)

Parks, Bragg Creek/Spray Lakes, n.d. (35 mm colour slides; 130.03.002-130.03.003)

Scenery, Kananaskis Country, n.d. (2½ x 3 colour transparencies; 130.01.001-130.01.016)

OCO'88 Official Business Dress, January 1984. (3½ x 5 colour prints; 220.04.002-220.04.003; 220.04.005-220.04.007; 220.04.009-220.04.013; 220.04.015-220.04.016)

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Box 28 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, 1981-1985. (cont'd)

(1) (cont'd)

OCO'88 Official Outdoor Dress, January 1984. (3½ x 5 colour prints; 220.04.022-220.04.023)

OCO'88 Official Business Dress, [January 1984]. (Photograph by Bill Herriott, Calgary Herald; 8 x 10 colour print; 220.04.001)

OCO'88 Official Outdoor Dress, [January 1984]. (Photograph by Bill Herriott, Calgary Herald; 8 x 10 colour print; 220.04.017)

(2) CODA Officials, Jack Siris, V.P., n.d. (Photo by ABL Photographic Technics Ltd.; 3 x 4½ black & white print; 2½ x 3 black & white prints; 230.01.001-230.01.011; note: catalogue numbers of Programs and Services, Winter 1981 are listed in the description, not on the photos themselves; #230.02.012 has been given the title CODA Volunteers, by Calgary Herald, March 1981--possibly a description for the Simpson Laing photos below)

CODA Officials, Jack Wilson, Winter 1981. (Photo by ABL Photographic Technics Ltd.; 2½ x 2½ colour prints; 2½ x 2½ black & white prints; in two envelopes)

CODA Officials, Joseph Kryczka, Winter 1981. (Photos by ABL Photographic Technics Ltd.; colour contact prints; black & white contact prints)

CODA Officials, Joseph Kryczka, V.P. Government Relations, Winter 1981. (Photo by ABL Photographic Technics Ltd.; 5 x 8 black & white print)

CODA Officials, Fred Wuotila, V.P. Protocol Services, Winter 1981. (Photo by ABL Photographic Technics Ltd.; 5 x 7¼ black & white print; 2 x 2¼ black & white print)

CODA Officials, Steve Corbett, Executive Vice President Operations, Winter 1981. (Photo by ABL Photographic Technics Ltd.; 5½ x 7¼ black & white print; 2½ x 2½ black & white print)

CODA Officials, Simpson Laing, [1981]. (5 x 8 black & white print; black & white contact prints; colour contact prints; see note above)

CODA Officials, Denis Coté, Vice President, Facilities and Engineering, Winter 1981. (Photo by ABL Photographic Technics Ltd.; 5½ x 7½ black & white print; 2½ x 2½ black & white prints)

(3) CODA Volunteers, Dennis Kadatz, March 1981. (Photo by Calgary Herald; 2½ x 2½ black & white print)

IOC Officials, Juan Samaranch, n.d. (Slide by W. Petrigo; 35 mm colour slide; 240.01.002)

IOC President, Juan Antonio Samaranch, Sarajevo, February 1984. (Photographer: W. Petrigo; 8 x 10 black & white print; 240.01.001)

Historical Figures, unknown, n.d. (3 black & white prints, various sizes)

Sports Alberta Officials, Reto Barrington, Alpine Skiing, n.d. (Photos by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.001; black & white contact prints; 2 envelopes)

Copyright City of Calgary

Box 28 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, 1981-1985. (cont'd)

(3) (cont'd)

- Sports Alberta Officials, Veli Niinimaa, Biathlon, n.d. (Photos by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.002; black & white contact prints; 2 envelopes)
- Sports Alberta Officials, John Nixon, Bobsleigh, n.d. (Photo by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.003; black & white contact prints; 2 envelopes)
- Sports Alberta Officials, George Kingston, Hockey, n.d. (Photo by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.004; black & white contact print; 2 envelopes)
- Sports Alberta Officials, Doug Hansen, Luge, n.d. (Photo by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.005; black & white contact prints; 2 envelopes)
- Sports Alberta Officials, Roy Anderson, Ski Jumping, n.d. (Photo by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.006; black & white contact prints; 2 envelopes)
- Sports Alberta Officials, Klaas Schipper, Speed Skating, n.d. (Photo by ABL Photographic Technics Ltd.; 4½ x 5½ black & white print; 260.01.007; black & white contact prints; 2 envelopes)

Box 29

OCO'88 Slide/Photo Library, Historical Material, 1981-85. (cont'd; some copyrights unknown)

- (4) Government of Canada, M.P., Otto Jelinek, n.d. (5 x 7 colour print; 290.02.001; copyright unknown)
- Government of Canada, Raymond Perault, Senator of Sports, n.d. (8 x 10 black & white print; 290.02.001)
- Canada Olympic Park, Gerald Berger et al., n.d. (Photos by ABL Photographic Technics Ltd.; colour contact prints; 290.02.002-290.02.003)
- Sarajevo, Yugoslavia Delegation, August 8, 1982. (Colour contact prints)
- OCO'88/SLOOC, Calgary, January 11, 1983. (Photo by ABL Photographic Technics Ltd.; 8 x 10 black & white print; includes: Myong-Hyun Sohn, Dir. Gen. Business; Bob Niven, Vice Chairman; Yong Shik Kim, President; Frank King, Chairman; Sang-Ho Cho, Secretary General; Hee Yung Won, Director, TV Rights; 320.02.001)
- OCO'88/SLOOC, Calgary, January 11, 1983. (Photo by ABL Photographic Technics Ltd.; 8 x 10 black & white print; Yong Shik Kim, President, SLOOC, Seoul, Korea and His Worship Ralph Klein, Mayor, City of Calgary; 320.02.001)
- OCO'88/SLOOC, Calgary, January 11, 1983. (Photo by ABL Photographic Technics Ltd.; 8 x 10 black & white print; includes: Bob Niven, Ralph Klein, Frank King, Sang-Ho Cho, Yong Shik Kim, Anita Szlazak, [Ed Omar]; 320.02.001)

Copyright City of Calgary

Box 29 (cont'd)

OCO'88 Slide/Photo Library, Historical Material, 1981-1985. (cont'd)

(4) (cont'd)

OCO'88/SLOOC, Calgary, January 11, 1983. (Photo by ABL Photographic Technics Ltd.; 8 x 10 black & white print; Yong Shik Kim, President, SLOOC, Seoul, Korea and Frank King, Chairman, OCO'88, Calgary, Canada; 320.02.001)

OCO'88/SLOOC, Calgary, January 11, 1983. (Photos by ABL Photographic Technics Ltd.; black & white contact prints)

(5) Finnish IOC Member Given Blackfoot Indian Peacepipe in Calgary, Jan. 21, 1983. (Photo by ABL Photographic Technics Ltd.; 8 x 10 black & white print; includes: Richard Pound, IOC, Canada; Adrian Stimson, Band Manager, Blackfoot Indians; Frank King, Chairman, OCO'88; Peter Tallberg, IOC, Finland; Jim Worrall, IOC, Canada; 320.03.001)

Finland Official Delegation, January 21, 1983. (Photos by ABL Photographic Technics Ltd.; black & white contact prints; 320.03.002)

Alberta Display, Sport Summit, New York, n.d. (8 x 10 colour print; includes: Phyllis Berck (scarf); 330.01.001)

Display, Information Centre, 8th Ave., Calgary, n.d. (Photo by Commercial Illustrators Ltd.; 8 x 10 colour print; 330.03.001)

Models of Venues, November 11, 1984. (Photos by Canawest Master Films; 35 mm colour slides; more than one image with the same number; 330.04.003)

International Olympics Reception, Los Angeles, n.d. (8 x 10 colour prints; 340.02.001 - includes Bill Pratt, President, OCO'88; 340.02.002 - includes Shaun O'Sullivan, Canadian athlete; 340.02.003 - includes Lorne Greene; 340.02.004; 340.02.005 - includes Frank King, Chairman, OCO'88; 440.02.006)

(6) Los Angeles, n.d. (35 mm colour slides; 340.02.007-340.02.033 (two images with same number); 340.02.035-340.02.047; 340.02.049-340.02.052; 340.02.054-340.02.076; 340.02.079-340.02.216; 340.02.218-340.02.221 (two images with same number))

Seoul, Korea, n.d. (3½ x 5 colour prints; 340.03.001-340.03.004)

OCO'88 Slide/Photo Library, Sarajevo 1984.

(1) Sarajevo, Closing Ceremonies, 1984. (Photographer: Walter Petrigo; 35 mm colour slides; includes one uncatalogued image from the Opening Ceremonies; 350.01.015-350.01.016; 350.01.019; 350.01.021-350.01.070; 350.01.083; 350.01.062 (different image))

Sarajevo, Closing Ceremonies, February 1984. (Photographer: Walter Petrigo; 4 x 6 colour prints, mounted; 350.01.024; 350.01.039; 359.01.047)

Sarajevo, Closing Ceremonies, February 1984. (Photographer: Walter Petrigo; 4 x 6 colour prints, mounted; 2 uncatalogued prints)

Sarajevo, Closing Ceremonies, February 1984. (Photographer: Walter Petrigo; 4 x 6 colour print; uncatalogued print)

Copyright City of Calgary

Box 29 (cont'd)

OCO'88 Slide/Photo Library, Sarajevo 1984. (cont'd)

(1) (cont'd)

Sarajevo, Closing Ceremonies, February 1984. (Photographer: Walter Petrigo; 4 x 6 colour print; 350.01.043)

Sarajevo, [Opening Ceremonies], February 1984. (4 x 6 colour print)

(2) Sarajevo, Press Centre-Skendarja, February 1984. (Photographer: [Walter] Petrigo; 35 mm colour slides; note indicates that Frances Jackson may have been the photographer for three of these slides; 350.02.015-350.02.035)

Sarajevo, Press Centre-Skendarja, February 1984. (Photographer: Walter Petrigo; 4 x 6 colour prints; 350.02.021; 350.02.023)

Sarajevo, Media Village, [1984]. (Photographer: W. Petrigo; 35 mm colour slides; 350.02.036-350.02.038)

Sarajevo, Media Interview Area, February 1984. (Photographer: W. Petrigo; 35 mm colour slide; 350.02.039)

Sarajevo, Bobsleigh/Luge Facility, February 1984. (Photographer: W. Petrigo; 35 mm colour slides; 350.02.0001-350.02.0004)

Sarajevo, Press Room, Ski Jump Facility, February 1984. (Photographer: F. Jackson or possibly W. Petrigo; 35 mm colour slides; (unclear which slides were taken by whom); 350.02.040-350.02.042)

Sarajevo, Ski Jump Facility, February 1984. (Photographer: W. Petrigo; 35 mm colour slide; 350.02.044)

Sarajevo, Speed Skating Facilities, February 1984. (Photographer: W. Petrigo; 35 mm colour slide; 350.02.045)

Sarajevo, Zetra-Stadium, February 1984. (Photographer: W. Petrigo; 35 mm colour slides; 350.02.046-350.02.053)

Sarajevo, Breakfast with the Premier, February 1984. (Photographer: W. Petrigo; 35 mm colour slides; 350.01.124-350.01.027)

Box 30

OCO'88 Slide/Photo Library, Sarajevo 1984. (cont'd)

(3) Canada Information Centre, Sarajevo, February 1984. (Photographer: D. Ball; 35 mm colour slides: 350.04.001-350.04.078; 350.04.080-350.04.088; 3½ x 5 colour prints: 350.04.091-350.04.094)

Canada Information Centre, Sarajevo, February 1984. (Photographer: D. Ball; 4 x 6 colour print, mounted; 350.04.084)

Canada Information Centre, Calgary House, Sarajevo, February 1984. (7 x 9½ colour print; 350.04.090)

Canada Information Centre, Canadian Delegation, Sarajevo, 1984. (Photographer: D. Ball; colour contact prints: 350.04.102-350.04.103)

Canada Information Centre, Sarajevo, February 1984. (3½ x 4½ black & white polaroid prints; 350.04.095-350.04.101)

Copyright City of Calgary

Box 30 (cont'd)

OCO'88 Slide/Photo Library, Sarajevo 1984. (cont'd)

(3) (cont'd)

Canada Information Centre, Canadian Delegation, Sarajevo, 1984. (Photographer: D. Ball; 35 mm colour negatives)

(4) Canada Information Centre, Canadian Delegation, Sarajevo, 1984. (Photographer: [D. Ball]; 35 mm colour slides; 350.04.104-350.04.117)

Canada Information Centre, Sarajevo, 1984. (3½ x 3½ colour prints; 350.04.118-350.04.127)

Canada Information Centre, Sarajevo, 1984. (3½ x 5 colour prints; 350.04.128-350.04.144)

Canada Information Centre, Sarajevo, 1984. (35 mm colour slides; 350.04.145-350.04.148)

[Sarajevo, Mascot], 1984. (35 mm colour slides: 350.05.001-350.05.003; 4 x 6 colour print, mounted: 350.05.004)

(5) Sarajevo, People & Athletes, 1984. (35 mm colour slides; partially catalogued)

(6) Sarajevo, People & Athletes, 1984. (35 mm colour slides; continued from folder 5; partially catalogued)

Box 31

CODA, Previous Bids, E. McCulloch, [1962-1968]. (32 microfiche of Olympic Bid Budgets, plus CODA budgets, financial statements and correspondence.)

[OCO'88], September 1981-December 1983. (2 folders; 111 microfiche, newspaper clippings; two copies as of February 1983)

Photo Prints, Photo Negatives, Transparencies:

[CODA/OCO], n.d.

Ted Sullivan and Jack Siris, [possibly at train station, Baden-Baden (West) Germany], n.d. (Colour print, 3½ x 4½; colour negatives, 4 x 5)

L-R: Fritz Hansen, Frank King, unknown, Otto Jelinek, Bill Warren, unknown, Gerry Berger, n.d. (Colour print, 3½ x 5; occasion not identified; one of the unknowns is Heather Stuart of the Federal Government)

Frank King in Arizona, n.d. (Colour print, 3½ x 5)

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Box 31 (cont'd)
[CODA/OCO], n.d. (cont'd)

Ron Collie, V.P. Facilities and Technical Services, March 1983. (7 colour prints, 3½ x 5; these images are of Ron Collie with what is possibly a technical delegation or CBC planning team)

Art Prints, n.d.

Art Prints, Cross Country Skier, n.d. (Colour print, 5 x 7)
Art Prints, Downhill Skier, n.d. (Colour print, 5 x 7)
Art Prints, Hockey Goalie, n.d. (Colour print, 5 x 7)
Art Prints, Speed Skater, n.d. (Colour print, 5 x 7)

Hidy & Howdy, [1986].

Hidy & Howdy, and Canadian Olympic Athletes/Linda Dyatt Figure Skating Team, 1986. (Colour print, 8 x 10; includes Brian Orser, Rob McCall, Tracy Wilson, Lyndon Johnston, Karyn Garossino, Elizabeth Manley, Denise Benning, and possibly Rod Garossino, Frank Fleming; negative exists elsewhere)
Hidy & Howdy with Frank King, Bill Pratt and others, n.d. (Colour contact prints)

Scamper, n.d.

Scamper (Prior to Changes), Bill Wilson, OCO'88, n.d. (8 colour prints, 8 x 10)

OCO'88 Staff/Volunteers, n.d.

OCO'88 Staff/Volunteers, Don Siler, n.d. (Black & white print, 5 x 8)
OCO'88 Staff/Volunteers, [1983]. (Black & white contact prints; includes [Bill Nield], [Don Siler], John Pickett, Wendy Orr, Frank King, Brian Murphy, Ingrid Ameli, Cindy Bowman)
OCO'88 Staff/Volunteers, Phyllis Berck, n.d. (Black & white contact prints)
OCO'88 Staff/Volunteers, John Russell, n.d. (Black & white contact prints)
OCO'88 Staff/Volunteers, n.d. (Black & white contact prints; includes John Rickards, Brian Murphy, Mary Sedgewick)
OCO'88 Staff/Volunteers, n.d.
OCO'88 Staff/Volunteers, n.d. (Black & white contact prints, unidentified)
OCO'88 Staff/Volunteers, n.d. (Black & white contact prints; includes Bob Holmes, Dr. Bruce Challis; Ralph Klein, Frank Flemming)
OCO'88 Staff/Volunteers, n.d. (Black & white contact prints; includes Bill Nield, Roger Jackson)
OCO'88 Staff/Volunteers, n.d. (Black & white contacts prints; includes Robert Niven; [Bill Nield]; [Bill Wardle] and others)
OCO'88 Staff/Volunteers, Sports Chairmen (?), n.d. (Black & white contact prints; includes Ray Kingsmith; Roy Anderson; Veli Niinimaa)
OCO'88 Staff/Volunteers, unknown, n.d. (Black & white print, 4½ x 5½)

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Box 31 (cont'd)

OCO'88 Staff/Volunteers, n.d. (cont'd)

OCO'88 Staff/Volunteers, unknown, n.d. (Black & white contact prints)

OCO'88 Staff/Volunteers, unknown, n.d. (Colour contact prints)

[Olympic Officials], n.d.

Dick Pound, COA, n.d. (Black and white print, 5 x 8)

OCO'88 Board of Directors, Bill Pratt, n.d. (Black & white contact prints)

IOC Ceremony, n.d. (Colour contact prints; includes Ralph Klein, Frank King, Juan Antonio Samaranch and others)

[Former Olympians], n.d.

[Figure Skater/CODA Successful bid], n.d. (Black & white contact prints; two unidentified, Maria & Otto Jelinek, CODA's successful bid)

Figure Skaters, n.d. (Black & white contact prints; possibly includes Petra Burka)

Former Canadian Olympians, n.d. (Black & white contact prints; includes Donald Jackson, 1964 Canadian Bobsleigh Team, CODA successful bid team and others)

[Venues], n.d.

Venues, Villages, etc., n.d. (Colour contact prints)

[Mount Allan], n.d. (2 colour prints, 4 x 5)

[Canmore], n.d. (3 colour prints, 8 x 10 & 5 x 7)

[Kananaskis Country], n.d. (2 colour prints, 5½ x 8)

[Calgary Display], n.d.

Calgary, Alberta, Canada Display, n.d. (Colour contact prints)

[Coca-Cola Signing, 1983].

[Coca-Cola Signing, 1983] (Colour contact prints)

Canadian Maple Leaf, n.d. (Not really photo prints)

Canadian Maple Leaf, n.d. (Colour; 7½ x 8½)

[Former Olympic Sites], n.d.

[Former Olympic Sites], n.d. (Black & white contact prints)

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Box 31 (cont'd)

Miscellaneous, n.d. (4 envelopes; colour contact prints; includes some prints of Canadian sports figures such as Gaetan Boucher, Steve Podborski, Dave Irwin and Ken Read; venues and mountain scenery)

[Miscellaneous Buildings], n.d.

Buildings, Unidentified, n.d. (Colour print, 3 1/2 x 5)
Sun Bowl, Mesa/Temple, Arizona, n.d. (Colour print, 3 1/2 x 5)
Sun Bowl, Mesa/Temple, Arizona, n.d. (Colour print, 3 1/2 x 5)
Turbo Refiner, Calgary, n.d. (2 colour prints, 3 1/2 x 5)

Ron Collie, V.P. Facilities and Technical Services with Unidentified Delegation, March 1983.

(35 mm negatives to prints above)

OCO'88 Group Shot, Linda Dyatt Figure Skating Team, April 25, 1986. (35 mm black & white negatives; colour print of one of these is listed above)

Box 32

Photo Prints, Photo Negatives, Transparencies:

Spirit, July 1987.

Spirit, July'87, Horse and Rider. (Colour print, 8 x 10; photographer: Darcy Ingram)

Spirit, July'87, Horse with "Calgary Flames" Rider. (Colour print, 8 x 10; photographer: Pat Price)

Spirit, July'87. (Colour contact prints; photographers: Cam Fargo, Wayne Newman, Darcy Ingram, Chuck Nisbett, Dave Liderth)

Spirit, July'87. (2 folders; colour 35 mm negatives)

OCO'88 Staff/Volunteers, n.d.

OCO'88 Staff/Volunteers, Maureen Tynan, n.d. (Colour print and negative, 2 1/2 x 3)

OCO'88 Staff/Volunteers, Ross Haynes, n.d. (Colour print and negative, 2 1/2 x 3)

OCO'88 Staff/Volunteers, Gisele Kondrat, [Rob] Elford, n.d. (Colour print and negative, 3 3/4 x 2 3/4)

OCO'88 Staff/Volunteers, Ron Richards, n.d. (Colour print and negative, 3 3/4 x 2 3/4)

OCO'88 Staff/Volunteers, Roy Anderson, n.d. (Black & white print, 2 1/2 x 3 1/2)

OCO'88 Staff/Volunteers, n.d. (Black & white print, 5 x 6 3/4)

OCO'88 Staff/Volunteers, Gretchen Ghent, n.d. (Black & white print, 5 x 7)

OCO'88 Staff/Volunteers, unknown, n.d. (Black & white print, 6 x 8)

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Box 32 (cont'd)

[Olympic Sports], n.d.

- Nordic Combined, Hugh Pomeroy, [1986]. (Black & white print, 2 x 3; colour transparency; photographer: Larry Fisher)
- Ski Jumping, n.d. (Black & white print, 2 ¾ x 3 ¾)
- Cross Country Skiing, Pierre Harvey, n.d. (Black & white print, 2¼ x 2 ¾)
- Ski Jumping, n.d. (Black & white print, 4½ x 5½)
- Hockey, Team Canada vs (West) Germany, n.d. (Black & white print, 5 x 7)
- Ski Jumping, n.d. (Colour print, 5 ¾ x 7)
- Luge, Pat Jensen (210.07) and Coach, Dr. Gary Gibson (210.04), n.d. (Black & white 35 mm negatives)
- Luge, Pat Jensen (210.07) and Coach, Dr. Gary Gibson (210.04), n.d. (Black & white contact prints)
- Biathlon, Geret Coyne, n.d. (Black & white 35 mm negatives)
- Biathlon, Geret Coyne, n.d. (Black & white print, 2 ¾ x 4; black & white contact prints; 210.02)

[Venues], n.d.

- Saddledome, n.d. (Colour print, 4 x 5)
- Saddledome, n.d. (Colour negative, 4 x 5)
- Canada Olympic Park, n.d. (Black & white negative, 4 x 5)
- McMahon Stadium, n.d. (Black & white print, 5 x 7)
- Nakiska, n.d. (Black & white print, 5 x 7; duplicate)
- Canmore Nordic Centre, n.d. (2 black & white prints, 8 x 10; not identical)
- Canada Olympic Park, Ski Jumping Towers, n.d. (Black & white print, Nakiska, n.d. (Colour print, 8 x 10; faded, possibly a duplicate)

OCO'88 Board of Directors, n.d.

- OCO'88 Board of Directors, n.d. (Black & white print, 5 x 7; Frank King, Bill Pratt and representatives from Jostens with medals)

Hidy & Howdy, n.d.

- Howdy, n.d. (Black & white print, 5 x 7; 390.31.0004)
- Hidy & Howdy, n.d. (Colour print, 5 x 7)
- Hidy & Howdy Painting at Olympic Plaza Site, n.d. (Black & white print, 5 x 7)
- Hidy & Howdy at Canmore Olympic Information Centre, n.d. (Black & white print, 5 x 7)
- Hidy & Howdy at Nakiska, n.d. (Black & white print, 5 ¾ x 8½)
- Hidy & Howdy at McMahon Stadium; and Hiking, n.d. (Black & white contact prints)

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Box 32 (cont'd)

[Miscellaneous], n.d.

Olympic Clothing, n.d. (Colour negative, 4 x 5; colour transparency, 2½ x 2½; print exists elsewhere)

OCO'88 Buildings, n.d. (Black & white print, 3½ x 5)

[Calgary], Construction, n.d. (Black & white print, 3 x 4½)

Blondy Art Sac de Voyage, n.d. (Black & white print, 4 x 5)

Miscellaneous, n.d. (Colour transparencies)

Hiking, n.d. (Black & white print, 3½ x 6½)

"Come Together" Education Program, n.d. (Colour print, 5 x 7; colour negative, 2½ x 4)

Children at Play, n.d. (Black & white print, 4½ x 6½)

Football, n.d. (Black & white contact prints)

Mount Allan Ski Development Area, October 1986. (Colour print from Spirit, 8½ x 11)

Snowflake and Olympic Rings, n.d. (Colour transparencies, 4 x 5; black & white transparencies, 4 x 5)

Annual Report, 1986. (Colour transparencies, 4 x 5; colour negative, 4 x 5, front cover)

Expo Shot, 1986. (Colour transparencies, 8 x 10 and 4 x 5)

Negatives, n.d.

Hidy & Howdy at McMahon; and Hiking, n.d. (Black & white 35 mm negatives)

Miscellaneous: OCO'88 Staff & Volunteers, Hidy & Howdy, Hockey, Cross Country Skiing, Nordic Combined, Blondy Art. (Black & white, 35 mm negatives; prints exist above)

Football, n.d. (Black & white, 35 mm negatives)

Miscellaneous: sports; staff/volunteers, Hidy & Howdy, etc. (Black & white, 35 mm negatives)

Baden-Baden, (West) Germany, 1981. (Many negatives, mostly 120s, taken probably during

CODA's trip to Baden-Baden in 1981; photographer: [Cindy Bowman])

Box 33

Photo Prints, Photo Negatives, Transparencies:

OCO'88 Staff/Volunteers, n.d.

OCO'88 Staff/Volunteers, Canmore Nordic Centre, n.d. (Colour negative, 4 x 5)

OCO'88 Staff/Volunteers, n.d. (Black & white print, 2½ x 4½)

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Box 33 (cont'd)

[Venues], n.d.

- Canada Olympic Park, Bobsleigh & Luge Track, n.d. (Colour negative, 4 x 5)
- Canmore Nordic Centre, n.d. (Colour negative, 4 x 5)
- Olympic Plaza, Painting Fence, n.d. (Colour negative, 2½ x 4)
- Nakiska, n.d. (Black & white negative, 4 x 5)
- Olympic Oval, n.d. (Negative with pink tint, 4 x 5)
- Nakiska, n.d. (Colour negative, 2½ x 4)
- McMahon Stadium, n.d. (Black & white negative, 35 mm)

Hidy & Howdy, n.d.

- Hidy & Howdy with friend, n.d. (Colour transparency; colour negative, 2½ x 4)
- Hidy & Howdy at Royal Bank, n.d. (Colour transparency, 2½ x 3; colour negative, 2½ x 4)
- Hidy & Howdy, n.d. (Colour negative, 2½ x 4)

Children's Art, n.d.

- Children's Art, n.d. (Colour negative, 2½ x 4)
- Children's Art, n.d. (Colour negative, 2½ x 4)
- Children's Art, n.d. (Colour negative, 2½ x 4)

Medals, n.d.

- Medals, n.d. (Colour print, 8 x 10; airbrushed; 610.13.0001)

Miscellaneous, n.d.

- Ski Jumping, n.d. (Colour negative, 4 x 5)
- IBM Computers, n.d. (Colour transparency, 2½ x 3)
- Football, n.d. (Black & white print, 4 x 4½)
- Olympic Clothing, n.d. (Colour print, 5 x 7)
- Karen Kain, [1987]. (Colour prints, 5½ x 8, 3¼ x 4 ¾; airbrushed)
- Medicine Hat News Photo, n.d. (Black & white print, 6½ x 9)
- Miscellaneous, n.d. (Black & white contact prints; black & white negatives, 35 mm)

[Miscellaneous Slides], n.d. (42 35 mm colour slides, often duplicates of the prints and negatives above; OCO staff/volunteers, venues, sporting events, children's art, officials, etc.)

[Miscellaneous Publications], 1985-1987.

Spirit of 88, 1986-1987. (2 folders)

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Box 34

Sound Cassettes:

Sarajevo Closing Ceremonies

Klein/King Newser, Nov. 9/83 (Calgary Police Service tape)

Pratt/King Transatlantic Newser, TV Rights, Jan. 24/84

Olympic Cut Ins, n.d.

IOC Press Conference, Wed., Jul. 25, n.d.

Frank King, Wild Rose Country, Nov. 8/84

Side 1: Citizen or Athlete, the Olympics, n.d. (Access tape)

[untitled] - marked "Save for OCO", n.d.

OCO News Conf[erence], Fri. Mar. 30/84. (marked "Recd from Yvonne Gall, CKVA
Access)

[Side 1] - Wild Rose Country on Mount Allan, Dec. 6, n.d.; [Side 2] - Interview C.

Abrahanson 84/1/11

83/11/4 CFCN Frank King/Mayor, "[re]action to City Control", 33; CFCN 6 p.m. Mayor/Frank,
763; John Lecky, Eye Opener 11/9; Board 143 83/11/1, Nov. 1 - Bill Pratt CBC "Wild
Rose Country"

Feb. 6/84, King-Pratt - Phone Newser - IOC Presentation

Roger [Jackson] on symbols, n.d.

[untitled] - (includes business card of Roger Bowles from Videodex)

OVERSIZE MATERIAL

Oversize Box 35

Photo Prints, Photo Negatives, Transparencies:

City of Calgary Aerial, n.d. (Colour print, 10 x 10, damaged and marked; 120.02.0030; catalogue number on back is 120.02.0020, but this is not correct) Olympic Saddledome, Opening Ceremonies, October 15, 1983. (Calgary Herald photograph; colour print, 11 x 14; features: Wayne Gretzky; Premier Peter Lougheed; Bill Hay; Bob Laidlaw, Pres. Stampede Board; John Ziegler, Pres. NHL Board of Governors; Frank King, Chairman, OCO'88; Lanny MacDonald; 210.06.104)

City of Calgary Aerial, Summer 1984. (12 photo prints by Foto Flight; colour prints, 10 x 10; these prints are not duplicated in the Olympic Photograph collection; 120.02.0033-120.02.0044)

Ski Jumping, n.d. (2 colour prints, 9¼ x 14; 11 x 14; both with this number but are not identical; one print is air brushed and matches the slide with the same catalogue number; 210.09.0335)

Calgary City Hall and Municipal Building, model, n.d. (Colour print, 10½ x 13½)

Father David Bauer Olympic Arena/Calgary, Sketch, n.d. (Colour prints, 11 x 14; 110.12.005)

Team Canada vs. (West) Germany, n.d. (Colour print, 11 x 14; 210.06.102)

Hockey, Team Canada vs. Soviet Union, n.d. (Colour print 11 x 14; 210.06.001)

Hockey, Team Canada vs. (West) Germany, n.d. (Colour print, 11 x 14; 210.06.103)

Oversize material stored on top of oversize Box 35:

Saddledome, n.d. (Colour print, 12 x 15; 110.07.0038)

Lord Killanin, President of the IOC, 1972-1980, n.d. (Black & white print, 11½ x 16)

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Oversize material stored on top of oversize Box 35 (cont'd)

Juan Antonio Samaranch, President of the IOC, 1980- , n.d. (Black & white print, 11½ x 16;
some damage)

SUB SERIES: TEXTUAL MATERIAL

Box 36

Design Theme for the Calgary'88 Olympic Winter Games. Background Information for the
Board of Directors, XV Olympic Winter Games Organizing Committee, June 12, 1986.

The Next Winter Games, CTV Canada Calgary 1988, January 1986.

CODA, 1986 Annual Report/Rapport annuel 1986.

Games of the XXIIIrd Olympiad, Opening Ceremonies, July 28, 1984. (Program)

OCO'88 Olympic Committee Volunteer Farewell Video, Presented by Amalgam Film/Video
Producers Inc., January 1988.

Proposal for the Co-ordination and Production of XV Olympic Winter Games Educational
Curriculum Package, prepared by Hayhurst Communications Alberta Limited,
November 15, 1985. (2 copies)

Presentation to OCO'88 for Information Services Production, presented by Agency Number 27,
May 2, 1986.

[Submission for Contact Services for the Promotion and Advertising of the Olympic Arts
Festival], by A. Hordos Designs Ltd., n.d. (2 copies)

Olympic Arts Festival Questionnaire, Highwood Communications and Watermark Studios, 1986.
(3 copies)

OCO'88 Olympic Farewell Video, A Proposal, CFCN Productions, January 15, 1988.

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Box 36 (cont'd)

Design Theme Information Base, Justason & Tavender, 1985-1986. (3 folders)

Calgary 1988, Olympic Winter Games, Graphics Manual, [1987].

Box 37

Volunteers [Volunteer Training Manual], n.d.

[Olympic Oval, Father David Bauer Arena, McMahon Stadium: Olympic Family Rule 60

Protocol], 1988. (Oversize blueprints and plans have been removed and placed into

Map Folder 1 in Map Cabinet 1/9)

[Recognition Certificates], n.d. (For participation in the XV Olympic Winter Games; envelopes

for these certificates have been placed beside the box on the shelf)

OVERSIZE MATERIAL in Map Cabinet 1/9

Map Folder 1

[Olympic Oval, Father David Bauer Arena, McMahon Stadium: Olympic Family Rule 60

Protocol], 1988. (Plans: Olympic Oval, Summary of Olympic Family Rule 60 Seating

Assignments, n.d.; Father David Bauer Arena, Summary of Olympic Family Rule 60

Seating Assignments, n.d.; McMahon Stadium, Summary of Olympic Family Rule 60

Seating Assignments, Opening Ceremonies, n.d.

Blueprints: Olympic Speed Skating Oval, Rule 60 Seating Plan & Media Positions, December 14, 1987 (incl. signatures; marked "This Drawing is Considered Final"); Father David Bauer Arena, Rule 60 Seating Plans & Media Positions, Jan. 11, 1987 (incl. signatures; marked "This Drawing is Considered Final"); McMahon Stadium, Rule 60 Seating Plan, Opening Ceremonies, January 11, 1988 (includes signatures);

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Oversize Material in Map Cabinet 1/9 (cont'd)

Map Folder 1 (cont'd)

McMahon Stadium, Rule 60 Seating Plan, Closing Ceremonies, January 11, 1988

(includes signatures))

Map Folder 2

833-1 Canada Olympic Park, Site Plan, North, Pageantry Locations, October 1987; revised and updated October 29, November 13 and November 30, 1987. (2 copies)

833-2 Canada Olympic Park, Site Plan, South, Pageantry Locations, October 1987; revised and updated October 29, November 13, and November 30, 1987. (2 copies)

840-1 Canmore Nordic Centre, Site Plan, Pageantry Locations, September 1987.

840-1 Canmore Nordic Centre, Site Plan, Pageantry Locations, September 1987; revised and updated October 29, and November 13, 1987. (2 copies)

Map Folder 3

840-2 Canmore Athlete's Village, Site Plan, Pageantry Locations, September 1987; revised and updated October 26 and November 13, 1987. (2 copies)

860-1 Nakiska - Mt. Allan, Site Plan, Base Area, Pageantry Locations, October 1987; revised and updated October 29 and November 13, 1987. (2 copies)

860-2 Nakiska - Mt. Allan, Site Plan, Mid-Mountain Area, Pageantry Locations, October 1987; revised and updated October 29 and November 13, 1987. (2 copies)