

GSCHIS-A002doclist.pdf

**Brief History of Space: Document Summaries
(Quentin Bristow)**

Date	Event	Document No.
	1974	
04/11/74	Appointment of Space Czar by Digby McLaren	1
06/11/74	Computer help necessary for this undertaking	2
13/11/74	No squatters in empty offices	3
20/11/74	Memo Lapp to Jackson – storage for samples	7/8
21/11/74	Handwritten notes to file; phoned George Ball re: 8 th floor extension	4
“	Summary of Peter Harkers’s Cartography space needs	5
22/11/74	Memo to McLaren laying out options	6A/B
29/11/74	Memo to McLaren with revised estimates for space needed	8A/B
03/12/74	Minutes of Admin Officers meeting re: 8 th floor extension	6
	1975	
17/01/75	Memo allocating space to some Geochemistry Section staff	9
17/01/75	Memo allocating space to some Terrain Sciences Division staff	10
27/01/75	Screens for cartography wing	12
13/02/75	DPW want funds up front; work to stop pending funds available	13
14/03/75	Memo to McLaren re: funding options	14
“	Draft Memo for McLaren to send to ADM	15
21/03/75	Memo to McLaren on 299 Carling meeting with DPW & consultants	16/17
24/3/75	Note to file: DPW Shaughnessy understands – All Labs to have A/C	18
25/03/75	McLaren to ADM: Please speed things up	19
01/04/75	Minutes of Branch Computer Committee meeting	20
26/3/75	Wheeler Memo: Future sample storage; meeting needed	21
09/04/75	Handwritten estimate of fossil collection weights	22
10/04/75	Minutes of Wheeler storage meeting – need for a curator	23/23A
17/04/75	Screens for cartography wing - again	24
17/04/75	Tenant Services for 601 Booth & 299 Carling: estimates of costs	25/26
22/04/75	Memo to McLaren: Who pays what for renovating 299 Carling	27/28,29
25/04/75	Memo to LeFort: formal justification for space requirements	30/31
22/04/75	Minutes of Storage committee meeting: Curator needed	32/32A
30/04/75	Memo to PP&M: need additional storage space	33/34
01/05/75	Memo to LeFort: Further justification for acquiring 299 Carling	35/36
07/05/75	Memo to Div Chiefs: Need detailed requirements	37/38
“	Memo to PP&M: Need your involvement – and a draftsman	39
12/05/75	DPW Shaughnessy visit report on hazardous GSC storage conditions	40/41
15/06/75	Forecast of space requirements to 1980	42
04/06/75	Memo Ball to me confirming authorisation of work at 299 Carling	43
18/06/75	Brush fire item about requisitions for A/C units	44
25/04/75	Memo from LeFort to DPW re: costs to EMR of \$322,000	45
26/06/75	Memo to McLaren: yet another meeting with DPW and new architects	46/47

20/06/75	Maxwell & Wheeler: special pleading	48/9
“	Handwritten note: Me/Wheeler	50
27/05/75	Brush fire	51
18/06/75	Brush fire	52
11/06/75	Harker pleading	53/54
18/07/75	Maxwell to McLaren: Overrule Harker, and send Carto units to Tower endorses my idea to ask for 6000 sq ft in Tower	55/56
21/07/75	Maxwell to McLaren: concerned about proliferation of A/C units	57
30/07/75	McLaren sends ADM my memo asking for 6000 sf (V. good memo)	58
07/08/75	Craig to me: space for 10 people; Brush Fire	60
13/08/75	DPW to me: serious floor overloading	61
27/08/75	Memo from me to Maxwell/Stevenson: move of Precambrian to 588	62/63
27/08/75	Ball to me: We get additional 6,500 sq ft in #8 Temp Bldg	64
15/09/75	Time for detailed arrangements for move into 299 Carling	65/66
17/04/75	Copy of 25/26	67/68
17/09/75	Estimated number of rock cabinets required – 118 for total of \$36,000	69
18/09/75	Me to Ball: Can we have that additional 3500 sq ft of storage space	70
05/09/75	Fulton memo: special pleading	71/72/73
“	My handwritten notes on the above	73A
22/09/75	Me to Casey: Main plan complete, with cost estimates	74/75
26/09/75	Ball to me: Cleaning contract for 299 Carling “Jumping the gun..”	76
24/09/75	Ball to me: DPW will have to contract out the 299 Carling work	77
14/10/75	Me to Casey: explaining new computer-produced establishment lists	78
17/10/75	General announcement of plan objectives to all concerned	79/80
23/10/75	Minutes of major meeting on plans for 299 Carling	81-83
04/11/75	Ten-year forecast of space requirements (Brush fire)	84/85
04/11/75	Harker: not entirely happy, but satisfied	86
04/11/75	Craig to me: comments	87
03/11/75	Reesor to McLaren: comments	88
05/11/75	My handwritten agenda notes to file prior to GSC Exec meeting	89-91
07/11/75	Minutes of the GSC executive meeting called to deal with space plan	92-94
19/11/75	Hearsay of more space at 588, I suggest asking for 6000 sq ft	95
24/11/75	Wheeler to ADM asking for 6000 sq ft - and all of 588 eventually	96
12/12/75	ADM to McLaren: can't give you 588, will see about 6000 sq ft	97
27/11/75	Me to Div Chiefs: plan accepted, time for detailed sketches	98
	1976	
18/04/76	Fulton to me: DPW backsliding on commitments	99/100
01/04/76	PP&M to me responding to Fulton memo:	101
06/04/76	LeBreton Street address for 299 Carling	101A
12/04/76	Memo to McLaren: Delivering ‘Game Plan’ with draft memo to ADM	102/3
14/04/76	McLaren sends my memo asking work to begin to ADM	104
03/05/76	DPW slips the occupancy date – again	105
05/05/76	New man – Cholette - in charge at PP&M	106
06/05/76	Cholette to me: Can't find space for Reesor's PDF's	107
21/05/76	Gwynneth Martin to Wheeler: agree about proliferation of phone lines	108

03/06/76	Me to Divisions: plan implementation will be painful	109/110
21/06/76	Me to Casey: I will need directory update for my computer version	111
04/08/76	Gwynneth Martin to me: inventory of computer terminals for GSC	112
01/09/76	Cholette to me: time table for completion of plan phases	113
03/09/76	Comments on Cholette's time table - add one year to his estimate	114
29/09/76	Fulton with more complaints	115
05/10/76	My response to Craig on problems at 401 LeBreton	116
09/11/76	Brush fire item	117
23/11/76	Maxwell to all: Fern Casey now responsible for routine stuff	118
	1978	
25/07/78	Maxwell to McLaren: Don't change the plan!	119-1/119-2