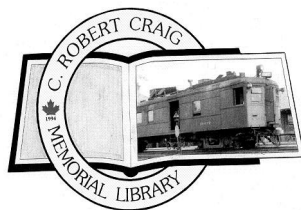


C. Robert Craig Memorial Library



Annual Report for the Year ended August 31, 2025

Located at

City of Ottawa Archives, James K. Bartleman Centre
100 Tallwood Drive, Ottawa, Ontario

Board of Directors (Officers)

Carl Swail (President)
Dave Copeland (Treasurer)
Bruce Morgan (Secretary)
Raymond Farand

Mike Shchepanek
Dave Venables
Dave Stremes

Website: www.crcml.org, **Email:** librarian@crcml.org

Mailing Address

C. Robert Craig Memorial Library
c/o City of Ottawa Archives
110 Laurier Ave W
Ottawa, ON K1P 1J1

Telephone

City of Ottawa Archives , 613-580-2424 ext. 13333

Hours of Operation

The Library is open during the regular City Archives hours.
Tuesday to Friday: 9:00 a.m. to 4:00 p.m.,
Saturday: 10:00 a.m. to 5:00 p.m, except during Holiday weekends.
Sunday, Monday and Statutory Holidays: Closed.
See the City of Ottawa Archive webpages for current information.

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President's Report

The Craig Library has been running smoothly for the past year thanks to the efforts of our board and volunteers.

This past year we unfortunately lost one of our founding members, David Knowles. His expertise will be missed by the Craig Library and the many railroad historians and enthusiasts, particularly in the local Ottawa area.

The collection curators have been busy adding to the collections and we have experimented with new methods of inputting data for our image collection to speed up cataloguing of the backlog. More information is in the various collection curator's reports.

As in past years, we are still looking for people to help with our collections. I would encourage members to consider if they would be able to help us with our work. Please let any board member know if you are interested and would have some time available.

Carl Swail, President.

Reports of the Officers

Secretary

Since the last Annual General Meeting on November 2, 2024, the Board has met in person on four occasions: November 2, 2024 then January 18, April 12 and September 20, 2025, The regular meeting scheduled for June 21 was put over based on a conflict. In addition to those scheduled meetings, a number of informal meetings were also held between individual Board members, at OVAR dinners, by phone and by email. These meetings have coordinated the operations of the Library, maintained coordination of the Library's affairs and operations, and facilitated the enhancement of the Library's collections, particularly books, periodicals and images.

As usual, volunteers are needed in many areas of the Library activities, and persons can submit their expressions of interest to Secretary@CRCML.org or to any Board member, and will be given serious consideration. In particular, Volunteers are actively sought to work on input of data from the Library's growing Image collection. An explanation of that process is set out on the web site and will be published in BranchLine.

This year is a carry-over year, and the current Board's term continues until the 2026 AGM elections.

Bruce Morgan, Secretary.

Treasurer

Overall the surplus is down by about a third, at \$3000, still a healthy surplus. This is a result of slightly lower cash donations, lower book sales and slightly higher expenses. On the positive side, both memberships and sales of maps and drawings were higher.

It is the practice of the Library to engage an independent review of the financial statements, and again this year we have asked Leslie Goodwin to perform this review. His review letter is presented.

Dave Copeland, Treasurer.

Review Letter

Leslie C. Goodwin
683 LeVerendrye Drive
Gloucester, Ontario, K1J 7X5
613-745-1201
lvgoodwin@rogers.com

C. R. Craig Memorial Library
City of Ottawa Archives 19-49
110 Laurier Avenue West
Ottawa, ON K1P 1J1

Attention:
Mr. David Copeland
Treasurer

20 October 2025

Dear Mr. Copeland

Re: C. Robert Craig Memorial Library Financial Returns 2024-2025

I have reviewed the financial statements for the C. Robert Craig Memorial Library that were presented to me for the fiscal year 1 September 2024 to 31 August 2025 and am fully satisfied with the figures as presented

Yours sincerely



Leslie C. Goodwin

C. Robert Craig Memorial Library
Financial Statement
for the Year ending August 31, 2025

Statute and Nature of Operations

The corporation, a private corporation without share capital, incorporated under the Canada Not-for-profit Corporations Act, operates a memorial library, non-profit organization.

Balance Sheet

As of 2025-08-31

Account

ASSETS

Cash and Bank Accounts	Chequing Account	8,310.30
	PayPal Account	1,049.87
	CashOnHand	0.00
	Total Cash	9,360.17
Prepaid Expenses		0.00
Investments	GIC-1	10,000.00
	GIC-2	<u>10,000.00</u>
TOTAL ASSETS		29,360.17

LIABILITIES & EQUITY

LIABILITIES	Total	0.00
EQUITY – End of period		29,360.17
TOTAL LIABILITIES & EQUITY		29,360.17
EQUITY – Start of period		26,359.35
EQUITY – Change		3,000.82

**C. Robert Craig Memorial Library
Financial Statement
for the Year ending August 31, 2025**

Income Statement

9/1/2023 through 8/31/2024 (in Canadian Dollars)

INCOME

Donations		2,818.00
Memberships		740.00
Sales-Timetables	0	
Sales-Magazines	193.70	
Sales-Books	1,483.85	
Sales-Images	45.00	
Sales-Drawings	210.00	
Sales-DVD	0.00	
Sales-Photos	32.00	
TOTAL Sales	1,964.55	1,964.55
TOTAL INCOME		5,522.55

EXPENSES

Admin		710.43
Insurance, Bus		1,296.00
Paypal Fees		26.78
Cost of Sales		24.39
Purchases		
Purchases-Books	177.34	
Purchases-Maps	0.00	
TOTAL Purchases	177.34	177.34
Office		286.79
TOTAL EXPENSES		2,521.73

NET

3,000.82

Accepted on behalf of the Board



Carl Swail,
President.



Dave Copeland,
Treasurer.

Curators Reports

Books

The last fiscal year was a busy one from our books collection perspective. A total of 320 books have been added to the collection almost exclusively through donations. As is often the case, these donations come to us as a result of a death and a family looking to find new homes for their loved ones' books. The largest of these came to us from Allyson McBride, long time companion of Fred Beeton, known to many OVAR and Bytown members. The donation consisted of 34 large boxes of books and was still being triaged at year end, but at that time, 112 books of both modelling and prototype interests had been identified as being of interest of the Library and are in the process to being processed through to the Reference Room. In addition, many more books are being added to our **Books for Sale** list. Another large donation came to us from the family of the late Bill Crago, a well-known OVAR member, which also had to be sorted through to determine which books would be retained in the Library, and which would be put up for sale. Forty-one books have been added to our collection. Another donation from the late Mike Rozeboom resulted in the addition of forty-one books. Both these donations were also a mix of modelling and prototype books. Tom Hood donated 36 books, and there were 24 books from the late Earl Roberts. There were other smaller donations as well – all of which are gratefully received as we continue to grow our expanding library, which at the time of writing this report – October 20 – consists of 3,500 books! And there are 282 books on our **Books Wanted** list (and always growing).

Dave Stremes.

Periodicals

The 2024-25 reporting year has seen continued expansion of the C. Robert Craig Memorial Library's periodicals hard-copy collection residing in the City of Ottawa Archives 'Bartleman Centre' 3rd Floor Reference Room at 100 Tallwood Drive.

I'm pleased to report that periodical donations have been strong over the past twelve months, with the number of titles held increasing from 153 to 183. Donor generosity has augmented the number of issues/units archived in the collection by 2049 to a total of 16,685. The Library received notable donations from Tom Hood - 165 Railmodel Journal and Mainline Modeler magazines; Gerry Gaugl - 95 Timetable Collector/First Edition magazines/newsletters; and Greg Leach, who donated 114 Canadian Pacific Staff Bulletin/Spanner newsletter/magazines - some dating back to the year 1944. Gentlemen your donations are very much appreciated.

Also worthy of mention is a major periodicals donation to the Library by the Estate of Fred Beeton. Facilitated by Allyson McBryde, Fred's spouse, the Craig received 1102 hard copy magazines that added a significant number of issues to existing title holdings, as well as the introduction of 18 new titles to the Library's archives. Thank you, Allyson!

The aforementioned material as well as all periodicals content housed at CRCML is shelved in the Reference Room and available to clientele wishing to view the material for research purposes. A visit to the CRCML periodicals archive can be pre-planned in its entirety because the publication year, volume and issue numbers for all 183 titles, are posted at the crcml.org website.

With a view to the continued expansion of the CRCML website's on-line utility, three (3) Electric Lines magazine 'Index to Articles' pages and eighty (80) similar pages for Tramways & Urban Transit have been scanned and uploaded to the Library's server and are available for on-demand download from the website via the Show Index link. This is especially useful as it pertains to Tramways & Urban Transit magazine given that it is an international-centric periodical with Canadian content published on a select number of pages in each issue. NOTE: A similar

initiative, that has been mentioned in previous annual reports, that would see hard-copy National Model Railroad Association Inc. indexes held by CRCML for the years 1950 through 1999, scanned and uploaded to the server, has been put on hold at this time. Inasmuch as it is a meaningful undertaking, with over 660 pages held and available to be scanned for upload to the Library's server, time does not allow for its actioning in the foreseeable future. Of note, the project can only proceed if reproduction approval is granted to the Library by the NMRA.

Continuing with the 'Indexes' theme, last year's report mentioned that the Library's TRAINS magazine Annual Indexes collection was missing the indexes for Volumes 5, 6, 9, 12, 20, 21, 23, 25, 28, and 49. Sadly nothing has changed over the past twelve months. If anyone can provide me with missing hard-copy, for scanning and upload to the Library server, I will ensure that the material is returned to you in the condition that it was received when my work is completed.

Once again, I wish to acknowledge the continued contribution of Library member Pat Brennan, who in large part during the 2024-25 reporting year, was responsible for the resale of a substantial number of donated periodicals considered surplus to Library needs. I don't have a 'magazines sold' number to give you, but I can tell you that Pat received \$193.70 in sales revenue from September '24 through June '25. Kudos, Pat!

In closing, I wish to once again thank the Bytown Railway Society Inc. for the continued provision of funds that facilitate the hardcover bookbinding of several well-known periodical titles residing in the Library, including its very informative Branchline magazine. The library-quality workmanship of these professionally bound titles enhances both the organization and appearance of the CRCML's shelved periodical content.

Raymond S. Farand.

Maps, Drawings and Prints

The Maps and Drawings collections are currently up to date; however, we have received a new donation with a few more maps and drawings to add. There are now 2765 drawings and prints in our collection. The map collection stands at 785 maps. This past year has been fairly busy with requests for copies of drawings and those have been filled. Several of the requests were from local researchers allowing them to come to the archives and making their own copies by photographing the drawings. We have also received several requests for help which we have handled as best as we can. It is nice to see our collection being of value to the railfan community.

Carl Swail.

Photography Section Report

Dave Copeland continued to maintain and upgrade the Pictures web site. Dave picked up a photo archival order from Carr McLean in Toronto. Dave prepared Tom Hood's Logan box two and three color slide photo collections for the Batch Add entry system.

Photo requests supplied by Dave Copeland:
Jason Sailer 9 low res images revenue \$45.
Photo requests supplied by Dave Venables:
Gilles Quesnel 32 surplus images revenue \$32.

Barry Innes and Paul Bown have completed data entry for the second Logan box of the David Othen collection.

Bob Meldrum has scanned Tom Hood's box two and three color slide collections as well as Othen box two.

Bruce Morgan prepared and completed data entry for Tom Hood's Logan box three color slide collection.

Peter McGuire cleaned and scanned a sample of 410 of Dave Chalmers' color negative collection.

Mike Shchepanek continued to check and correct omissions and errors for collections entered in the Pictures data base. Mike upgraded the Garrett B&W negative collection into 35mm archival sleeves contained in a three ring binder. He also upgraded the du Fresne; Shrubsole; and Peters/Topping B&W negative collections into archival sleeves that were all contained in an archival box. All collections are now housed in the Archives cold vault.

Mike assisted Peter McGuire in preparing the Chalmers' sample collection for data entry. Mike completed data entry for Tom Hood's box two. He trained and assisted Bruce Morgan in the data entry of Tom Hood's box three color slide collection.

Photo and information requests answered by Mike Shchepanek:

1. Grant Smith information on the 1939 Royal Train.
2. Dave Stremes selection of images for a SLD presentation.

3. Normand Levert information on Canadian National's Word War Two war effort.
4. Fred Mills information on Esquimault & Nanaimo box cars.
5. Pierre Trudel information on the Montmorency Falls' cable car.
6. Ron Macintyre information on NYC Railroad stations situated on the Ottawa line.
7. Serge Corbin information on MTC street car images in the Library.

Mike Shchepanek.

Timetables and Ephemera

Not much activity on the timetable side last year, but a few interesting donations from Fred Beeton's collection of a Canadian Pacific Railway Train Despatchers (yes that is how it was spelt) Record book, a few Train Despatchers sheets, and an existing employee timetable in our collection, allows us to show a great deal of details of the operations on Canadian Pacific's Bobcaygeon, Oshawa, and Peterboro Subdivisions during August 1958. As we refine our database to include these types of documents, they will become available to all users of our database. Currently we have 5,027 timetable entries (timetable we have), and 4,455 entries of timetables we would like to acquire. Finally, we 661 timetables (employee and public) in PDF format available.

In order to make searching easier, the timetables database has been split into two pieces: one for Timetables (employee and public), and another for "Ephemera", which is where you will find (mostly) books and pamphlets produced for railway employees, such as Rule Books, and Operating Manuals." Have a look at the variety of documents we have.

Dave Stremes.

Library Members at August 31, 2025.

Honorary Members

Joan Craig (D)
Barbara Chivers

Harriet Healy
Peter Nesbitt (D)

David Knowles (D)

Ordinary Members

Stephen Boyko
Patrick Brennan
Patrick Brewer
Gary Buchanan
Andason Cen
David Chalmers
Colin Churcher
Dave Copeland
Ray Farand
Christophe Galka
Thomas Garrett
Gerald Gaugl

Brian Gilhuly
Thomas Grumley
Andrew Jeanes
David Jeanes
Michael Leduc
Normand Levert
Ian MacKay
Gerald McGrath
Peter McGuire
David McLellan
Don McQueen
Robert Meldrum

Fred Mills
Bruce Morgan
Peter Murphy
Dean Ogle
Paul O'Shell
Angus Palmer
Gilles Quesnel
Mike Shchepanek
David Stremes
Carl Swail
Malcolm Vant
Dave Venables

Gifts of Cash

Stephen Boyko
Patrick Brewer
David Chalmers
Colin Churcher

Ray Farand
Gerald Gaugl
Brian Gilhuly
Thomas Grumley

Don McQueen
Paul O'Shell
David Stremes
Malcolm Vant

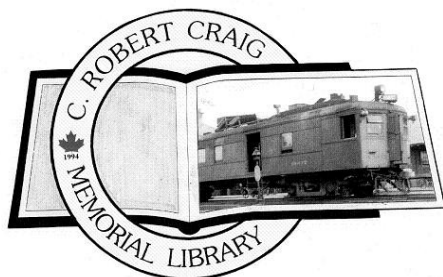
Volunteers

Paul Bown
Pat Brennan

Dave Copeland
Barry Innes

Bob Meldrum
Dave Venables

C. Robert Craig Memorial Library



Located at

City of Ottawa Archives, James K. Bartleman Centre
100 Tallwood Drive, Ottawa, Ontario

Website: www.crcml.org

Email: librarian@crcml.org

Mailing Address

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