



MINNESOTA HISTORICAL SOCIETY
Minnesota State Archives

OAK TERRACE NURSING HOME An Inventory of Its Closure Files

Access to or use of this collection is partially restricted.

For details, see Administrative Information.

OVERVIEW OF THE RECORDS

Agency:	Oak Terrace Nursing Home (Minnetonka, Minn.).
Series Title:	Closure files,
Dates:	1961-1991.
Abstract:	Files documenting the nursing home's 1991 closure.
Quantity:	0.6 cu. ft. (32 folders).
Location:	115.H.11.9B

SCOPE AND CONTENTS OF THE RECORDS

The records include memory booklets for staff and residents, leases and related correspondence between the State of Minnesota and Hennepin County (1961, 1981, 1989); a 1990 inventory and physical survey, with photographs, of the property done by the Hennepin County Property Management Department and TKDA (Toltz, King, Duvall, Anderson and Associates, Inc., Engineers, Architects and Planners); weekly status reports detailing the transfer of residents to other nursing facilities, particularly the Ah-Gwah-Ching Nursing Home (**RESTRICTED**), and follow-up visit files (**RESTRICTED**). The latter, arranged alphabetically by resident's surname, contain data on each resident's adjustment to their new facility.

RELATED MATERIALS

Additional records can be found in the Minnesota. Dept. of Human Services. Oak Terrace Nursing Home closure files (cataloged separately).

INDEX TERMS

This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:

Nursing home patients—Minnesota--Transfer.
Nursing homes—Minnesota--Administration.
Nursing homes—Minnesota—Buildings--Inventories.
Nursing homes—Minnesota—Buildings--Pictorial works.
Sanatoriums—Minnesota—Buildings--Inventories.
Sanatoriums--Minnesota—Buildings--Pictorial works.

Organizations:

Ah-Gwah-Ching Nursing Home (Minn.).
Glen Lake State Sanatorium (Minnetonka, Minn.).
Hennepin County (Minn.). Property Management Dept.
Toltz, King, Duvall, Anderson and Associates.

Types of Documents:

Inventories.
Leases.
Photographs.

ADMINISTRATIVE INFORMATION

Restrictions:

The weekly status reports and follow-up visit records are restricted. Researchers may apply to use those files in accordance with the State Archives access statement.

Preferred Citation:

[Indicate the cited item and folder title here]. Oak Terrace Nursing Home (Minnetonka, Minn.). Closure files. Minnesota Historical Society. State Archives.
See the Chicago Manual of Style for additional examples.

Accession Information:

Accession number(s): 994-156 2000-4

Processing Information:

Processed by: Cheri Thies, July 1995, and Marie Perry, July 1999
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DETAILED DESCRIPTION OF THE COLLECTION

Note to Researchers: To request materials, please note both the location and box numbers shown below.

Location

115.H.11.9B

Closure documents, 1961-1991. 1 folder.

Copies of lease agreements with Hennepin County for use of the property and memorandum of meetings regarding closure; also includes two booklets: "Me and My Memories" and "It Takes a Special Kind of Person to be an Oak Terrace Employee."

Inventory and Physical Conditions Survey of "Glen Lake" Properties: Survey, March, 1990. 3 folders.

Survey conducted jointly by the planning staff of Hennepin County Property Management and Toltz, King, Duvall, Anderson and Associates, Inc., Engineers, Architects and Planners (TKDA) to assess the properties of Glen Lake in an attempt to provide an informational overview for future use in the evaluation of and planning for the site by Hennepin County. The report provides an overview of the site including a history of the use of the site, as well as, suggestions for potential future use. The report includes cost estimates, diagrams and photographs.

Photographs (additional), 1990. 21 folders.

Photographs are 3 ½" by 5", and are both color, and black and white. Images are organized by building name, but a diagram number for the photos used in the survey is also noted. While most of the photographs are the originals used in the above survey and are mounted on 8 ½" by 11" paper, there are additional, unmounted photographs for some of the building sites that correspond to those used in the survey.

Administration/Gym photographs, H.S. #9, 1990.

Administration and wings (exterior photographs), O.T. #12-15, 1990.

Aerial photographs of Glen Lake State Sanatorium and Oak Terrace Nursing Home, 1990.

Includes a 5" x 7" and two 8" x 10" black and white photographs of the site.

Alano photographs, O.T. #1, 1990.

Alano garage photograph, O.T. #2, 1990.

Barn and arena photographs, H.S. #11, 1990.

Boiler house photographs, H.S. #10, 1990.

Chicken coop photographs, H.S. #14, 1990.
Children's building photographs, O.T. #6, 1990.
Cottage photographs, H.S. #1-7, 1990.
East cottage building photographs, O.T. #9, 1990.
Garage photographs, O.T. #19, 1990.
Garage photographs, O.T. #18, 1990.
Garage photographs, O.T. #5, 1990.
Laundry building photographs, O.T. #8, 1990.
Nexus photographs, O.T. #3, 1990.
Pole barn and prod. shed photographs, H.S. #12-13, 1990.
Powerhouse building photographs, O.T. #17, 1990.
School photographs, H.S. #8, 1990.
Service building photographs, O.T. #10, 1990.
West cottage photographs, O.T. #7, 1990.

Weekly status reports to the commissioner, 1991. 1 folder.

RESTRICTED.

Schedules regarding the relocation of residents.

Follow-up visits to former residents, 1990-1991. 6 folders.

RESTRICTED.

Individual case reports on residents that were transferred during closure. Arranged alphabetically.