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Girling  
Administrative  
Board of Founders 1937

L/20/37

MINUTES OF THE MEETING  
OF THE  
BOARD OF FOUNDERS - GINLING COLLEGE

Asbury Park, New Jersey

January 7, 1937

Membership

- \*Miss Margaret E. Hodge, Chairman
- Dr. Harriet Allyn
- Mrs. L. L. Anewalt
- Mr. Russell Carter
- Mrs. James Cushman
- Mrs. John W. Decker
- Dr. John R. Edwards
- Mr. C. A. Evans
- Dr. B. A. Garside
- Miss Rebecca W. Griest
- Dr. S. Ralph Harlow
- Mrs. Harry E. James
- \*Miss Grace Lindley

- \*Dr. E. C. Lobenstine
- Mrs. T. D. Macmillan
- Miss Sallie Lou MacKinnon
- Mrs. F. J. McConnell
- Mrs. J.W. Perry
- Mrs. William W. Rockwell
- Mrs. Leon Roy Peel
- Mrs. Emory Ross
- \*Mrs. Charles K. Roys
- Mrs. Charles H. Sears
- \*Mrs. George T. Scott
- Dr. Robert E. Speer
- Miss Lela Taylor
- \*Miss Florence G. Tyler

Guests

- \*Miss Dale Ellis (United Christian)
- \*Miss Mabel Howell (So. Methodist)
- \*Mrs. Thomas Nicholson (Methodist)
- \*Mrs. Howard Wayne Smith (Baptist)
- \*Mrs. Lawrence Thurston

\*In attendance

The meeting opened with prayer by Mrs. Nicholson.

Building Plans: Miss Hodge presented the plans and specifications for the new unit faculty houses at Ginling as planned by Mr. Creighton and submitted by the Board of Directors. These houses are planned for the resident faculty but do not include a house for the President.

It is estimated that this building together with a bungalow for two faculty members with grading, etc. will cost \$55,000 C.S.C. It was stated that Dr. Wu will have a suite in these terrace houses.

B.F. 129 VOTED that the Board approve in principle terrace houses and further approve the plans submitted by the Board of Directors.

Funds Necessary. A section of the minutes of the Building Committee was then read making clear that of the \$55,000 C.S.C. required for this building program, the field has already in hand \$12,000 gold or \$39,587.62 C.S.C. so that the amount required from the treasury here is \$15,413 C.S.C. or \$5,200 U.S. Currency.

Attention was called to the necessity of keeping \$100,000 current value for the Upkeep Fund as the Board did not feel it should decrease that fund while increasing the number of buildings requiring upkeep. With this in mind the Board -

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B.F. 130 VOTED that a cable be sent to the field notifying the college that the plans are approved and that \$5,200 U.S.C. would be made available on call for the building program.

Sound Proofing The Board asked some questions as to the possibility of sound proofing these buildings and attention was called to the fact that this has been successfully done at Ewha College in Korea and at Sarah Lawrence College at Bronxville, New York.

Respectfully submitted,

Florence G. Tyler, Secretary

Cable sent January 12:

GINLINGCOL NANKING

FOUNDERS APPROVE PLANS SUBMITTED AND APPROPRIATE FIFTY FIVE  
THOUSAND ONLY BLANACE AVAILABLE

3/12/37

GINLING COLLEGE

I Approved Urgent Current Needs - \$9,000

1. Natural Science (\$1,500). Ginling is doing significant work in the field of Natural Science, and is relating this work specifically to the needs of the young women who are students of the College. It is preparing them not only for teaching natural science and using it in various professional fields, but even more for a future as home-makers as wives and as mothers. The immediate needs are:

a. New Staff

Instructor in Biology \$750

b. Departmental Expenses

For equipment and supplies 500

2. Teacher Training (\$1,500). A large percentage of the Ginling graduates go into teaching. The immediate needs are:

a. New Staff

Professor of Education (Chinese) 1,500

Instructor in Physical Education 1,500

Practice School Teacher of English 1,500

b. Departmental Expenses

For equipment and supplies 1,000

3. Music. Ginling is putting a great deal of emphasis on music, which is becoming increasingly popular among the young womanhood of China. The special needs are as follows:

a. 2 instructors in music (American) 3,000

1 instructor in music (Chinese) 700

4. Social Service. A very significant program for training in social work is just being initiated at Ginling. It is a field of work in China which has not heretofore been given adequate attention, and where the need is very great. The immediate financial requirements are:

a. New Staff

Head of Department 1,500

Director of Rural center and rural work 600

Director of neighborhood center and case supervisor 700

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b. Departmental Expenses

For budget of rural center	350
For budget of neighborhood center	350
Clinical assistants and publications	700
Equipment, supplies, books	1,000

c. Scholarships.

2 fellowships for training workers abroad at \$2,000 each	4,000
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5. Geography Department (\$2,000). Only four such departments in China. Ginling's under able leadership of Li En-lan, Ginling B.A., Clark M.A. Needs maps and equipment \$1,000; one extra teacher \$1,000. See enclosed report.
6. Home-making (\$2,000). Every department of work at Ginling makes its own specific contribution to training for home-making, and this work is not segregated in any special department. Therefore, no special items of need are given under this head.
7. General Budget (\$2,000). Due to reductions in budget during recent years the funds available for administration and operation at Ginling have been reduced to very low levels. The immediate needs are as follows:
- |   |       |
|---|-------|
| a. Clerical assistants, supplies, and miscellaneous items | 1,000 |
| b. Operation and maintenance of physical plant            | 2,000 |
| c. Library - for librarian                                | 1,500 |

II. Urgent Capital Needs

(The total included for Ginling in the Associated Boards supplementary list of capital needs for 1936-37 is \$100,000).

1. Endowment

- a. General Endowment. The amount recognized as ultimately needed for the College is \$300,000. For the present the amount actively sought is - 100,000
- b. Endowment to provide for faculty study and research. For the development of scholarship in the Chinese staff of the College through sabbatical leaves, provision of facilities for research and publicity, and visitation by faculty members to other centers, there is needed an endowment of 50,000

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2. Buildings and Equipment

- a. Dormitories. To complete the dormitory facilities as provided for in the original building plans, the amount still required is: 50,000
- b. Residence for President 5,000
- c. Two residences including furnishings for men on the faculty 10,000
- d. Practice School Building 10,000
- e. Books urgently needed for the library 10,000
- F. Equipment for Music Department
  - 2 Pianos, grand upright 1,200
  - Records of orchestral and instrumental music 150

MODEL JUNIOR-SENIOR MIDDLE SCHOOL FOR GIRLS

Under the Supervision of the Department of Education

Ginling College, Nanking

Explanation:

For thirteen years Ginling College has been committed to the policy of providing a school of middle school grade in which college seniors preparing to enter the profession of teaching can secure practice in teaching under the supervision and guidance of members of the Education Department. From the beginning this school has been housed in the college buildings. Upon the recommendation of the Ministry of Education that the college and the middle school be entirely separate, and furthermore because the college is in need of additional classrooms, it is urgent that separate buildings be provided for the middle school. It is to provide for this need and to make it possible to develop the present middle school into a model experimental junior-senior middle school that the following requests are made:

I. For Physical Plant.

1. Dormitory Now available.

This dormitory which accommodates boarding students and several teachers was the generous gift of the three daughters of Madame Soong, given by them in her memory. The total cost of the building and furnishings was \$41,807.53. The building was completed in 1933.

2. Classroom Building "A" and equipment \$60,000.00 Yuan

a. Building "A". \$50,000.00 Yuan

- 3 classrooms for junior middle school
- 3 classrooms for senior middle school
- 1 small classroom for elective courses
- Biology-Physics combination laboratory
- Chemistry laboratory
- Library and adjoining study halls (Third floor)
- Assembly room for student body of 150
- Conference room for practice teachers
- Dean's office; Teachers' offices.

b. Equipment and furnishings \$10,000.00 Yuan

Laboratories, library, assembly room and classrooms.

3. Classroom Building "B" and equipment \$4,000.00 Yuan

- Room for home economics and sewing.
- Rooms for physical education and recreation.
- Dining room
- Piano practice rooms.

A simple building is now available for this purpose which at a small expense can be remodelled, and equipped to meet the above needs temporarily.

II. For Research in Middle School Education \$1,200.00 Yuan.

A necessary part of a model experimental middle school is a limited program of research and experimentation. In order to prepare middle school students, as well as teachers in training, to meet the needs of society those needs must first be determined and studied. an initial project to obtain concrete facts for the improvement of middle school education has been carefully planned. A member of the Department of Education, who has recently returned from abroad where he has specialized in the field of secondary education, is well prepared to direct this research providing funds are available to cover the expenses involved. It is hoped that within the year valuable data can be secured for the strengthening of middle school education and the training of middle school teachers.

Conclusion:

Since the founding, Ginling College has been deeply interested in the training of women for educational work. Approximately 30 per cent. of all its graduates are now in the field of educational administration or college and middle school teaching. Of the thirty-four young women who graduated in June 1936, 64.7 per cent. are now engaged in teaching. Of this number 40 per cent. while in college took a special series of courses as training for the profession of teaching. From the beginning the policy of the college has been not to offer a major in the field of education, but rather to encourage students to major in a subject-matter field and in addition to take a sepcified number of courses in education, including methods of teaching in middle school and supervised teaching in the practice school. It is to do this work more worthily and efficiently that funds are being sought.



5/11/37

ANNUAL REPORT OF THE COMMITTEE ON FINANCE TO THE  
BOARD OF FOUNDERS - GINLING COLLEGE

May 12, 1937

The Committee on Finance has had four regular meetings during the year. The report of the Field Treasurer was examined and accepted. The Report of the U. S. Treasurer, Mr. C. A. Evans, was examined and the auditor's report was approved.

1. Transfer of Books to Office of Associated Boards. In accordance with the action taken at the Annual Meeting, April 23, 1936, the accounts of the U.S. Treasurer, Mr. Russell Carter, were transferred to the office of the Associated Boards and placed in charge of Mr. C. A. Evans.
2. Increase of Annual Contributions. The question of increasing income to avoid an annual deficit was considered. The Finance Committee is grateful for the contributions from boards and individuals for the 1936-37 deficit. The Committee is also grateful for an increase of \$1,000 in the annual appropriations of the Woman's Missionary Council of the Southern Methodist Church, bringing their total appropriation for 1937-38 up to \$3,400. A gift of \$15,000 from these same good friends for endowment is appreciated. At the suggestion of the Promotion Committee a letter was sent by Miss Tyler to the cooperating boards presenting Ginling's needs and asking (a) a capital gift from each board when possible; (b) a return to the appropriation made by each board before the cuts were made.
3. A Study of Salaries and Allowances of Missionaries of constituent boards in Ginling has been made and the result is in your hands.

Recommendation. The Finance and Executive Committees recommend that the Associated Boards for Christian Colleges in China be requested to secure for the Board of Founders the scale of salaries of Yenching and Nanking Universities in order that the comparative figures may be studied in the hope that there may be in the near future a uniform scale of salaries.

4. Revision of Exchange Rate. The official rate of exchange 3.1 per one American dollar adopted by the Chinese government has been made the official rate on the field.
5. Study of Budget and Estimated Receipts. After a careful consideration of the probable income the Committee agreed that the amount would not exceed the amount projected in the 1936-37 budget. All agreed that a stated amount should be guaranteed annually to the Board of Directors.

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- 5. a. The Finance Committee recommends to the Board of Founders that it guarantee to the Board of Directors a stated sum annually on which the Board of Directors can rely in building its budget.
- b. The Finance Committee recommends to the Board of Founders that it inform the Board of Directors that for the year 1937-38 it will contribute toward the field budget of the College the sum of \$19,320.75 A.C. to be derived from the following sources:

Mission Boards and Smith College	\$16,900.00	
Investment Income	3,772.25	
Special	<u>3,975.00</u>	\$24,647.25
Less American Budget		<u>5,326.50</u>
		\$19,320.75

6. American Budget After considerable discussion the following budget for Administrative and Promotional expense was approved and is recommended to the Board of Founders for adoption:

<u>Administrative Expense</u>	<u>1936-37</u>	<u>1937-38</u>
Audit	\$35.00	\$35.00
Treasurer's Bond	50.00	12.50
Secretarial Expense (.F.M.C.)	200.00	200.00
Postage, telegrams, cables, etc.	25.00	125.00
Administrative Expense (China Col)	100.00	100.00
Treasurer's expense	500.00	500.00
Annual Meeting	50.00	50.00
	(Increase - \$62.50)	
<u>Promotional Expense</u>		
China College Promotion	904.00	904.00
Travel and expense for volunteer help		1200.00
Travel and expense for faculty help		1200.00
Promotion and Publicity	1200.00	800.00
Postage and supplies	75.00	200.00
Stenog. Chairmen of Committees	25.00	
	(Increase \$2100.00)	

7. Traveling Expense of Board Members It was the unanimous opinion of the Finance Committee that provision should be made for travel expense of Board members. The Committee recommends to the Board of Founders that expenses of Board members, except denominational appointees, whose expenses are paid by their respective boards, be considered a legitimate charge against the Treasury and that provision for this expense be included in the Administrative budget.

Respectfully submitted,

(Mrs. F. J.) Eva H. McConnell, Chairman

5/27/37

MINUTES OF THE MEETING  
OF THE  
BOARD OF FOUNDERS - GINLING COLLEGE

156 Fifth Avenue

May 12, 1937

Membership:

- |                                   |                            |
|-----------------------------------|----------------------------|
| *Miss Margaret E. Hodge, Chairman | *Miss Sallie Lou MacKinnon |
| Dr. Harriet Allyn                 | *Mrs. F. J. McConnell      |
| **Mrs. L. L. Anewalt              | *Mrs. Leon Roy Peel        |
| *Mr. Russell Carter               | Mrs. J. W. Perry           |
| *Mrs. James Cushman               | **Mrs. William W. Rockwell |
| *Mrs. John W. Decker              | *Mrs. Emory Ross           |
| *Mr. C. A. Evans                  | *Mrs. Charles K. Roys      |
| *Dr. B. A. Garside                | *Mrs. Charles H. Sears     |
| *Miss Rebecca W. Griest           | Mrs. George T. Scott       |
| *Dr. S. Ralph Harlow              | **Dr. Robert E. Speer      |
| Mrs. Harry E. James               | **Miss Lela Taylor         |
| **Miss Grace Lindley              | *(Mrs. Lawrence Thurston)  |
| *Dr. E. C. Lobenstine             | *Miss Florence G. Tyler    |
| *Mrs. T. D. Macmillan             |                            |

- \* In attendance
- \*\* Excused

At the opening of the meeting Miss Hodge gave a few verses of scripture and Mrs. Thurston paid a very beautiful tribute to Dr. New of Shanghai, the eminent orthopedic surgeon whose passing was recorded with deep regret and sympathy. Mrs. New was one of the first graduates of Ginling and for a number of years Chairman of the Board of Directors. The deepest sympathy was expressed and it was -

B F 131 VOTED that the following memorial be incorporated in the minutes:

Dr. Way-seng New

The Ginling family suffered the loss of a loyal and devoted son in the death of Dr. W. S. New. Ever since his marriage in 1923 to a member of the Class of 1919 he has taken the place of "elder son" and given help in many ways to the College. His advice in times of crisis has been invaluable and his friendly interest in college problems could always be relied upon. He represented the third generation of Christian family life in China and stood for all that was best in his special field in medicine. As President of the Medical Association of China he worked for friendly relations between missionary and national doctors. His early death is a great loss to China and to the Christian church.

The following memorials to Mrs. Paddock and Miss Ada A. Grabill who have passed away during the year were then presented by Mrs. Thurston and it was:

B F 132 VOTED that they be incorporated in the minutes:

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Mrs. Robert L. Paddock

In the death of Mrs. Paddock Ginling College has lost a faithful friend. For many years (since 1924) she had a special interest in the Department of Physical Education and gave generously to its support. Latterly her gifts were made to the work of the College as a whole. Her visit some years ago increased her interest, which was always deeply personal, and Dr. Wu's visits to America gave the opportunity of expressing it in gracious hospitality. She felt that her beautiful home and her wealth were to be shared and her life was of great simplicity and deep devotion to the work of God's Kingdom.

Miss Ada A. Grabill

Miss Grabill came to the Music Department of Ginling College in 1922 bringing splendid training for her work and the experience of five years in China under the Y.W.C.A. which made her, from the start, a valuable member of the staff. A generation of Ginling students received from her the gift of musical appreciation and careful training in musical expression. Her standards were high both in her professional and personal life and she left a deep impression on other lives. Her loyalty to Ginling in recent years was added to her years of service, and her death brings a sense of personal loss to many in the Ginling family.

After these memorials Miss Hodge led a brief prayer service of thanksgiving for the lives and service of these close friends of Ginling College.

The agenda for the meeting was adopted and the minutes of the last meeting approved as sent out.

Executive Committee Actions The following actions of the Executive Committee of January 27 were then presented by the secretary:

That a depreciation account be established by charging the Permanent Equipment Account Building Fund with \$35,419.70 representing the estimated depreciation in bonds and mortgages.

B F 133 VOTED that this action be approved.

B F 134 VOTED that it be made a matter of record that this will leave the Permanent Equipment and Building Fund Account as \$3,264.23 and

Permanent Property Upkeep Fund	\$100,000.00
Property Insurance Fund	2,500.00
Irving F. Wood Memorial Fund	1,990.10
Methodist Scholarship Fund	1,000.00
Georgia Grace Thomas Memorial Fund	475.00
\$300,000 Endowment Fund (received to date)	4,916.30
with securities behind them which at present market values equal the funds.	

Report of the President Attention was called to the report of President Wu already sent to the members of the Board.

Finance Committee Mrs. McConnell then gave the report of the Finance Com- and on recommendation of the Finance Committee it was:

B F 135 VOTED that the Board of Founders guarantee to the Board of Directors annually a stated sum on which the Board of Directors can rely in building its budget.

B F 136 VOTED that the Board of Founders undertake to raise for the year 1937-38 the sum of \$24,647.25 from the following sources:

Cooperating Units	\$16,900.00	
Income from Investment	3,772.25	
From other sources	<u>3,975.00</u>	
		\$24,647.25

B F 137 VOTED that the Board of Founders undertake to contribute toward the Field Budget of the college the sum of \$20,049.75 U.S.C.

B F 138 VOTED that the Board approve the following budget of administrative expense for the New York office.

Audit	\$35.00	
Treasurer's Bond	12.50	
Foreign Missions Conference - Secretarial Expense and Postage	200.00	
Postage, Telegraph, Cable, Supplies	125.00	
China Colleges - Treasurer's expenses and Administration	500.00	
Annual Meeting	<u>50.00</u>	\$922.50

B F 139 VOTED that the Board approve the following budget of Promotional expense:

China Colleges Promotion	\$675.00	
Travel & Expenses for Volunteer Help	1,000.00	
Travel & Expenses for Faculty Help	1,000.00	
Publicity	800.00	
Postage and Supplies	<u>200.00</u>	\$3,675.00

B F 140 VOTED that expenses of Board members, except denominational appointees, whose expenses are paid by their respective boards, be considered a legitimate charge against the Treasury and that provision for this expense be included in the administrative budget.

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Mr. Hedrick The Board then listened to Mr. Hedrick as he told of the work of promotion in the Associated Boards office, of Miss Griest's relationship to it, and his feeling that Ginling is gearing into the machinery of the Associated Boards in an effective way. Mr. Hedrick expressed the hope that Miss Griest will be able to be in the China College office next year.

Report of the Treasurer Mr. Evans presented the report of the treasurer to date as follows:

Expenditures Budgeted:		
Field Treasurer	\$18,241.50	
Home Administration & Promotional	<u>3,126.50</u>	\$21,368.00
Paid on Budget:		
To Field Treasurer	12,057.96	
Home Administration and Promotional	<u>2,705.30</u>	<u>14,763.26</u>
Balance due on Budget		\$ 6,604.74
Cash on Hand April 30, 1937		
	\$4,003.87	
Anticipated Income to June 30, 1937:		
Presbyterian Board	750.00	
Reformed Board	300.00	
Smith College Community Chest	2,000.00	
Smith College Alumnae	418.45	
Rohrman Fund	9.91	
Day of Prayer Offering	600.00	
Investment Income	<u>586.23</u>	8,668.46
Anticipated Balance		<u>2,063.72</u>
		\$6,604.74

The treasurer further reported:

- a. That although the Treasurer's Report of 1935-36 showed a deficit of \$8,877.10 C.S.C. this amount was cleared by gifts from the alumnae thus balancing the budget.
- b. That the Field Treasurer's Report for 1936-37 shows an estimated shortage of \$16,197.17 C.S.C. with a balance from the U.S. of \$6,662.28 C.S.C. to apply on this and a hope that the alumnae would again be able to balance the budget.
- c. That the Field Budget for 1937-38 shows an estimated shortage of \$28,959.90 C.S.C. This budget will be revised before July 1.
- d. The Board of Founders at its meeting on January 7 approved the following Building Program, which reduced the balance of the fund to approximately \$100,000 A.C. In view of the fact that the Board had already voted that this amount be kept in the Permanent Upkeep Fund a cable was sent to the field notifying them that at the present valuation of securities the building funds are exhausted.

Terrace Houses (five houses)	\$40,000 C.S.C.
Bungalo	6,000
Grading, roads, paths, planting	1,500
Removal of graves	500
Furnishings	2,000
Contingencies	<u>5,000</u> \$55,000 C.S.C.

- e. The adopting by the college of the official rate of exchange. In view of government stabilization of currency, adoption of the official rate of exchange (3.30 per one American dollar) has seemed advisable.
- f. Practice School Dormitory deficit. In building the practice school dormitory in 1934 a deficit of \$5,000 was incurred. This amount was borrowed from other college funds with the approval of the Board of Founders. The Board of Directors has now voted to ask the Administration of the practice school to repay this within a five year period.
- g. Summer over-draft. It has been customary for our treasurer to provide for \$5,000 A.C. for summer over-draft. This request is for a little more than \$6,000.

B F 141 VOTED that the Board approve this over-draft.

- h. A memorial gift to the college in honor of the seventieth birthday of Mrs. W. S. New's mother, Mrs. Zee.

B F 142 VOTED that the secretary be asked to send a letter to Mrs. New expressing the appreciation of the Board for the beautiful birthday gift to the college.

Report of the Promotion Committee Miss Griest spoke briefly of the progress of the last ten years since the Nanking incident, also of the promotional plan drawn up by Miss Bender ten years ago, much of which has been realized in the promotional plans of this year.

Mrs. Macmillan spoke of the work of the Associated Boards in Detroit and Boston and told of her own experience in connection with this work which followed the lines laid down by Dr. Wu in her recent visit.

Miss Griest spoke of the various friends of Ginling who have helped in the promotional work especially. Mrs. Thurston and Miss Whitmer, and of the increasing cooperation on the part of Smith College Alumnae and of the intelligent assistance of the members of the Board of Founders.

(At this point the Board adjourned to another room to hear the speech of the new king of England, George VI, on the radio.)

Miss MacKinnon told of the appropriation of \$15,000 by the Mission Board of the Methodist Episcopal Church, South, to the Department of Sociology at Ginling as a capital gift and it was:

B F 143 VOTED that a letter of deep appreciation be sent to the Methodist Episcopal, South, Board of Missions, for this wonderful gift.

B F 144 VOTED that of this amount \$10,000 be put into the endowment fund for the Sociology Department and that the college benotified that the other \$5,000 is available for equipment for the Sociology Department with the understanding that at any time the college may transfer any unused portion of it to the Endowment Fund.

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Miss Griest spoke of the helpful cooperation of the college in sending pictures and publicity material. Special note was made of the splendid pictures taken by Miss Kirk and of a subsidy which will make it possible for her to send copies of her pictures to America. When Miss Loomis returns to America on furlough she will bring pictures of the college which will form a loan exhibit for programs on Ginling.

Miss Griest spoke of the help and cooperation she has received in the China College office, especially of the efficient service rendered by Mr. Cameron and it was

B F 145 VOTED that the Board express a hope that with additional help in the China College office it may be possible to place the burden of the Ginling College card file completely in Mr. Cameron's hands. The Board further requested Mr. Evans to convey the feeling of the Board to the China College office.

Miss Griest emphasized the need for securing scholarship funds for Ginling and also funds for graduate study for the Chinese faculty and endowment funds.

The financial report of the Promotional Committee was then presented by Miss Griest, as follows:

PROMOTION REPORT - GINLING BOARD OF FOUNDERS  
Financial Summary - July 1, 1936 - May 10, 1937

1. Endowment Funds

A. General Endowment

Cash received: July 1, 1936-May 10, 1937		
Michigan campaign (51)	\$3,340.40	
Smith Clubs (1) and Alumnae (13)	3,230.00	
Board of Founders (7)	545.00	
Others (6)	48.00	\$7,163.40
Pledges paid: July 1, 1936-May 10, 1937		
Michigan campaign (1)	10.00	
Board of Founders (3)	60.00	
Others (3)	5,525.00	5,595.00
Total Cash, July 1, 1936-May 10, 1937		\$12,758.40
Paid previous to July 1, 1936,		
Board of Founders		1,000.00
Total Cash - Endowment - May 10, 1937		*13,758.40
Pledges unpaid: May 10, 1937		
Michigan (8)	370.00	
Smith Alumnae (41)	1,128.00	
Board of Founders (7)	633.00	
Others (2)	575.00	2,706.00
Total General Endowment Fund to May 10, 1937		16,464.40

B. Wood Memorial Fund

July 1, 1936	\$1,947.10	
July 1, 1936- May 10, 1937 (14)	205.00	2,052.10

C. Georgia Grace Thomas Memorial

July 1, 1936	160.00	
July 1, 1936- May 10, 1937 (6)	340.00	500.00

Total Endowment Funds: January 1935- May 10, 1937 \$19,016.50



II. Current Funds

Cash received: July 1, 1936- May 10, 1937.			
Michigan (10)		\$107.00	
Smith Clubs (15 clubs)		1,002.05	
Smith Alumnae		1,912.00	
Board of Founders (3)		65.00	
Others (26)		<u>378.25</u>	
			\$5,464.30
Pledges paid:			
Board of Founders (1)		20.00	
Others (1)		<u>5.00</u>	\$25.00
Pledges made:			
Michigan (1)		5.00	
Board of Founders (2)		25.00	
Smith Alumnae (2)		<u>230.00</u>	<u>260.00</u>
Balance due on pledges			235.00
Total Current Gifts			<u>\$5,699.30</u>

Publicity Expense

Mimeographing	\$28.53	\$28.53	
Printing:			
Dr. Wu's letters 6,500	97.32		
Line Cuts and Drawings	8.93		
Envelopes for letters 4,000	18.87		
Endowment Pledge Cards 4,000	18.68		
Endowment Return Envelopes 4,000	<u>23.50</u>	167.30	
Smith Club and Alumnae Solicitation:			
Ginling - Your College 10,000	88.40		
Envelopes 5,000	33.15		
Current Fund Pledge Cards 10,000	35.29		
Current Fund Return Envelopes 10,000	55.41		
Half Tones (3)	14.01		
Letterheads for accompanying letters	33.15		
Letter of Chairman of Committee	<u>3.77</u>	263.18	
Multigraphing and Signing 5,000 Letters	22.54		
Addressing, folding, etc.	<u>49.09</u>	71.43	
Postage for mailing in January	121.46		
Postage for mailing in April	<u>78.16</u>	<u>199.62</u>	\$730.06

B F 146 VOTED that the Board express its deep appreciation to Miss Griest and her committee and especially to Miss Griest for this excellent report and the service for which it stands.

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MAY 12 1937

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Minutes of the Board of Directors. Attention was called to the following items in the minutes of the meeting of the Board of Directors, February 20, 1937.

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2. A vote that members of the college faculty with the rank of instructor or above who have served the college for six consecutive years and are planning definitely for advanced study, be granted sabbatic leave for one year on half salary unless the circumstances of budget or program of the college make it impossible to carry out this program in any given year. It is understood that such members of the faculty will continue in the service of the college for at least five years, and will by this sabbatic leave and study be of increased value to the institution.
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Mrs. Thurston: The secretary presented the recommendation of the Promotion Committee which was approved by the Board:

B F 147 That Mrs. Thurston be asked to spend a second year in America for promotional work in cooperation with the Committee on Promotion with furlough salary and that a letter be sent to the college asking concurrence in this plan.

B F 148 VOTED that Mrs. Thurston be asked in 1937-38 to work for a fund for dormitory purposes, to be secured through not more than four large gifts, and that the funds raised must be adequate for building, equipment, and upkeep.

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Personnel Miss MacKinnon and Miss Griest reported on candidates as follows:

It is possible to secure Dr. Julia Shipman of Mount Holyoke College to fill the one year appointment in the Geography Department, 1937-38.

B F 150 VOTED that Dr. Shipman be asked to fill this post and that the Personnel Committee be asked to draw up a one year contract as per arrangement agreed upon.

The best candidate for the Music Department is Miss Mildred Beckett, but it will not be possible for her to make final decision until July.

Re the vacancy in the Physical Education Department - Dr. Wu, having met Miss Ettie Chin a graduate of Smith College, well recommended, offered her this position. Miss Chin is an American born Chinese whose home is in Worcester, Massachusetts. Miss Griest cabled Dr. Wu for instruction as to financial arrangements for Miss Chin. The return cable enabled the Board to offer Miss Chin \$1,800 U.S.C. salary and travel one-half of one way second class. The Board then authorized the treasurer to loan Miss Chin the balance of her one way travel if she so desires. If Miss Chin is invited to remain longer than one year and she desires to do so the matter of returning the loan will be reopened. In any event Miss Chin may have two years for repayment.

Referred to the Executive Committee

B F 151 VOTED that the items re "Miss Hoffsamer's study problems and allowances," "Miss Stella Graves reappointment allowances, Etc." and "study allowance questions" be referred to the Executive Committee with power.

B F 152 VOTED that the recommendations from the meeting of the Associated Boards of China Colleges be referred to the Executive Committee with power.

B F 153 VOTED that the Executive Committee be asked to formulate a plan for a term for members of the Board who do not represent the cooperating units.

Visiting Professors

B F 154 VOTED that every effort be made to get visitors going to the Far East to visit Ginling. Special effort to be made in the case of college professors.

Additional Members.

B F 155 VOTED that Mrs. George B. Ford be invited to membership on the Board of Founders and that Mrs. Cushman be requested to convey this formal invitation to Mrs. Ford.

Election of Officers: The Nominating Committee presented the following list of officers for election by the Board and they were duly elected.

MAY 12 1937

- 11 -

Chairman Miss Margaret E. Hodge.  
Secretary Miss Florence G. Tyler  
Treasurer Mr. C. A. Evans  
Finance Chairman - Mrs. Francis J. McConnell  
Promotion Chairman- Miss Rebecca W. Griest  
Personnel Chairman- Miss Rebecca W. Griest

After a short prayer the Board was adjourned to meet at the call of the Chairman.

Respectfully submitted,

Florence G. Tyler, Secretary

5/27/37

MINUTES OF THE MEETING  
OF THE  
BOARD OF FOUNDERS - GINLING COLLEGE

156 Fifth Avenue

May 12, 1937

Membership:

*Miss Margaret E. Hodge, Chairman	*Miss Sallie Lou MacKinnon
Dr. Harriet Allyn	*Mrs. F. J. McConnell
**Mrs. L. L. Anewalt	*Mrs. Leon Roy Peel
*Mr. Russell Carter	Mrs. J. W. Perry
*Mrs. James Cushman	**Mrs. William W. Rockwell
*Mrs. John W. Decker	*Mrs. Emory Ross
*Mr. C. A. Evans	*Mrs. Charles K. Roys
*Dr. B. A. Garside	*Mrs. Charles H. Sears
*Miss Rebecca W. Griest	Mrs. George T. Scott
*Dr. S. Ralph Harlow	**Dr. Robert E. Speer
Mrs. Harry E. James	**Miss Lela Taylor
**Miss Grace Lindley	* (Mrs. Lawrence Thurston)
*Dr. E. C. Lobenstine	*Miss Florence G. Tyler
*Mrs. T. D. Macmillan	

\* In attendance

\*\* Excused

At the opening of the meeting Miss Hodge gave a few verses of scripture and Mrs. Thurston paid a very beautiful tribute to Dr. New of Shanghai, the eminent orthopedic surgeon whose passing was recorded with deep regret and sympathy. Mrs. New was one of the first graduates of Ginling and for a number of years Chairman of the Board of Directors. The deepest sympathy was expressed and it was -

B F 131 VOTED that the following memorial be incorporated in the minutes:

Dr. Way-seng New

The Ginling family suffered the loss of a loyal and devoted son in the death of Dr. W. S. New. Ever since his marriage in 1923 to a member of the Class of 1919 he has taken the place of "elder son" and given help in many ways to the College. His advice in times of crisis has been invaluable and his friendly interest in college problems could always be relied upon. He represented the third generation of Christian family life in China and stood for all that was best in his special field in medicine. As President of the Medical Association of China he worked for friendly relations between missionary and national doctors. His early death is a great loss to China and to the Christian church.

The following memorials to Mrs. Paddock and Miss Ada A. Grabill who have passed away during the year were then presented by Mrs. Thurston and it was:

B F 132 VOTED that they be incorporated in the minutes:

Mrs. Robert L. Paddock

In the death of Mrs. Paddock Ginling College has lost a faithful friend. For many years (since 1924) she had a special interest in the Department of Physical Education and gave generously to its support. Latterly her gifts were made to the work of the College as a whole. Her visit some years ago increased her interest, which was always deeply personal, and Dr. Wu's visits to America gave the opportunity of expressing it in gracious hospitality. She felt that her beautiful home and her wealth were to be shared and her life was of great simplicity and deep devotion to the work of God's Kingdom.

Miss Ada A. Grabill

Miss Grabill came to the Music Department of Ginling College in 1922 bringing splendid training for her work and the experience of five years in China under the Y.W.C.A. which made her, from the start, a valuable member of the staff. A generation of Ginling students received from her the gift of musical appreciation and careful training in musical expression. Her standards were high both in her professional and personal life and she left a deep impression on other lives. Her loyalty to Ginling in recent years was added to her years of service, and her death brings a sense of personal loss to many in the Ginling family.

After these memorials Miss Hodge led a brief prayer service of thanksgiving for the lives and service of these close friends of Ginling College.

The agenda for the meeting was adopted and the minutes of the last meeting approved as sent out.

Executive Committee Actions The following actions of the Executive Committee of January 27 were then presented by the secretary:

That a depreciation account be established by charging the Permanent Equipment Account Building Fund with \$35,419.70 representing the estimated depreciation in bonds and mortgages.

B F 133 VOTED that this action be approved.

B F 134 VOTED that it be made a matter of record that this will leave the Permanent Equipment and Building Fund Account as \$3,264.23 and

Permanent Property Upkeep Fund	\$100,000.00
Property Insurance Fund	2,500.00
Irving F. Wood Memorial Fund	1,990.10
Methodist Scholarship Fund	1,000.00
Georgia Grace Thomas Memorial Fund	475.00
\$300,000 Endowment Fund (received to date)	4,916.30
with securities behind them which at present market values equal the funds.	

Report of the President Attention was called to the report of President Wu already sent to the members of the Board.

Finance Committee Mrs. McConnell then gave the report of the Finance Com- and on recommendation of the Finance Committee it was:

B F 135 VOTED that the Board of Founders guarantee to the Board of Directors annually a stated sum on which the Board of Directors can rely in building its budget.

B F 136 VOTED that the Board of Founders undertake to raise for the year 1937-38 the sum of \$24,647.25 from the following sources:

Cooperating Units	\$16,900.00	
Income from Investment	3,772.25	
From other sources	<u>3,975.00</u>	
		\$24,647.25

B F 137 VOTED that the Board of Founders undertake to contribute toward the Field Budget of the college the sum of \$20,049.75 U.S.C.

B F 138 VOTED that the Board approve the following budget of administrative expense for the New York office.

Audit	\$35.00	
Treasurer's Bond	12.50	
Foreign Missions		
Conference - Secre- tarial Expense and		
Postage	200.00	
Postage, Telegraph,		
Cable, Supplies	125.00	
China Colleges -		
Treasurer's expenses		
and Administration	500.00	
Annual Meeting	<u>50.00</u>	\$922.50

B F 139 VOTED that the Board approve the following budget of Promotional expense:

China Colleges Promotion	\$675.00	
Travel & Expenses for		
Volunteer Help	1,000.00	
Travel & Expenses for		
Faculty Help	1,000.00	
Publicity	800.00	
Postage and Supplies	<u>200.00</u>	\$3,675.00

B F 140 VOTED that expenses of Board members, except denominational appointees, whose expenses are paid by their respective boards, be considered a legitimate charge against the Treasury and that provision for this expense be included in the administrative budget.



Mr. Hedrick The Board then listened to Mr. Hedrick as he told of the work of promotion in the Associated Boards office, of Miss Griest's relationship to it, and his feeling that Ginling is gearing into the machinery of the Associated Boards in an effective way. Mr. Hedrick expressed the hope that Miss Griest will be able to be in the China College office next year.

Report of the Treasurer Mr. Evans presented the report of the treasurer to date as follows:

Expenditures Budgeted:		
Field Treasurer	\$18,241.50	
Home Administration & Promotional	<u>3,126.50</u>	\$21,368.00
Paid on Budget:		
To Field Treasurer	12,057.96	
Home Administration and Promotional	<u>2,705.30</u>	<u>14,763.26</u>
Balance due on Budget		\$ 6,604.74
Cash on Hand April 30, 1937	\$4,003.87	
Anticipated Income to June 30, 1937:		
Presbyterian Board	750.00	
Reformed Board	300.00	
Smith College Community Chest	2,000.00	
Smith College Alumnae	418.45	
Rohrman Fund	9.91	
Day of Prayer Offering	600.00	
Investment Income	<u>586.23</u>	8,668.46
Anticipated Balance		<u>2,063.72</u>
		\$6,604.74

The treasurer further reported:

- a. That although the Treasurer's Report of 1935-36 showed a deficit of \$8,877.10 C.S.C. this amount was cleared by gifts from the alumnae thus balancing the budget.
- b. That the Field Treasurer's Report for 1936-37 shows an estimated shortage of \$16,197.17 C.S.C. with a balance from the U.S. of \$6,662.28 C.S.C. to apply on this and a hope that the alumnae would again be able to balance the budget.
- c. That the Field Budget for 1937-38 shows an estimated shortage of \$28,959.90 C.S.C. This budget will be revised before July 1.
- d. The Board of Founders at its meeting on January 7 approved the following Building Program, which reduced the balance of the fund to approximately \$100,000 A.C. In view of the fact that the Board had already voted that this amount be kept in the Permanent Upkeep Fund a cable was sent to the field notifying them that at the present valuation of securities the building funds are exhausted.

Terrace Houses (five houses)	\$40,000 C.S.C.
Bungalo	6,000
Grading, roads, paths, planting	1,500
Removal of graves	500
Furnishings	2,000
Contingencies	<u>5,000</u>
	\$55,000 C.S.C.

- e. The adopting by the college of the official rate of exchange. In view of government stabilization of currency, adoption of the official rate of exchange (3.30 per one American dollar) has seemed advisable.
- f. Practice School Dormitory deficit. In building the practice school dormitory in 1934 a deficit of \$5,000 was incurred. This amount was borrowed from other college funds with the approval of the Board of Founders. The Board of Directors has now voted to ask the Administration of the practice school to repay this within a five year period.
- g. Summer over-draft. It has been customary for our treasurer to provide for \$5,000 A.C. for summer over-draft. This request is for a little more than \$6,000.

B F 141 VOTED that the Board approve this over-draft.

- h. A memorial gift to the college in honor of the seventieth birthday of Mrs. W. S. New's mother, Mrs. Zee.

B F 142 VOTED that the secretary be asked to send a letter to Mrs. New expressing the appreciation of the Board for the beautiful birthday gift to the college.

Report of the Promotion Committee Miss Griest spoke briefly of the progress of the last ten years since the Nanking incident, also of the promotional plan drawn up by Miss Bender ten years ago, much of which has been realized in the promotional plans of this year.

Mrs. Macmillan spoke of the work of the Associated Boards in Detroit and Boston and told of her own experience in connection with this work which followed the lines laid down by Dr. Wu in her recent visit.

Miss Griest spoke of the various friends of Ginling who have helped in the promotional work especially. Mrs. Thurston and Miss Whitmer, and of the increasing cooperation on the part of Smith College Alumnae and of the intelligent assistance of the members of the Board of Founders.

(At this point the Board adjourned to another room to hear the speech of the new king of England, George VI, on the radio.)

Miss MacKinnon told of the appropriation of \$15,000 by the Mission Board of the Methodist Episcopal Church, South, to the Department of Sociology at Ginling as a capital gift and it was:

B F 143 VOTED that a letter of deep appreciation be sent to the Methodist Episcopal, South, Board of Missions, for this wonderful gift.

B F 144 VOTED that of this amount \$10,000 be put into the endowment fund for the Sociology Department and that the college be notified that the other \$5,000 is available for equipment for the Sociology Department with the understanding that at any time the college may transfer any unused portion of it to the Endowment Fund.

Miss Griest spoke of the helpful cooperation of the college in sending pictures and publicity material. Special note was made of the splendid pictures taken by Miss Kirk and of a subsidy which will make it possible for her to send copies of her pictures to America. When Miss Loomis returns to America on furlough she will bring pictures of the college which will form a loan exhibit for programs on Ginling.

Miss Griest spoke of the help and cooperation she has received in the China College office, especially of the efficient service rendered by Mr. Cameron and it was

B F 145 VOTED that the Board express a hope that with additional help in the China College office it may be possible to place the burden of the Ginling College card file completely in Mr. Cameron's hands. The Board further requested Mr. Evans to convey the feeling of the Board to the China College office.

Miss Griest emphasized the need for securing scholarship funds for Ginling and also funds for graduate study for the Chinese faculty and endowment funds.

The financial report of the Promotional Committee was then presented by Miss Griest, as follows:

PROMOTION REPORT - GINLING BOARD OF FOUNDERS  
Financial Summary - July 1, 1936 - May 10, 1937

1. Endowment Funds

A. General Endowment

Cash received: July 1, 1936-May 10, 1937		
Michigan campaign (51)	\$3,340.40	
Smith Clubs (1) and Alumnae (13)	3,230.00	
Board of Founders (7)	545.00	
Others (6)	48.00	\$7,163.40
Pledges paid: July 1, 1936-May 10, 1937		
Michigan campaign (1)	10.00	
Board of Founders (3)	60.00	
Others (3)	5,525.00	5,595.00
Total Cash, July 1, 1936-May 10, 1937		\$12,758.40
Paid previous to July 1, 1936,		
Board of Founders		1,000.00
Total Cash - Endowment - May 10, 1937		\$13,758.40
Pledges unpaid: May 10, 1937		
Michigan (8)	370.00	
Smith Alumnae (41)	1,128.00	
Board of Founders (7)	633.00	
Others (2)	575.00	2,706.00
Total General Endowment Fund to May 10, 1937		16,464.40

B. Wood Memorial Fund

July 1, 1936	\$1,947.10	
July 1, 1936- May 10, 1937 (14)	205.00	2,052.10

C. Georgia Grace Thomas Memorial

July 1, 1936	160.00	
July 1, 1936- May 10, 1937 (6)	340.00	500.00

Total Endowment Funds: January 1935- May 10, 1937 \$19,016.50

II. Current Funds

Cash received: July 1, 1936- May 10, 1937.

Michigan (10)	\$107.00		
Smith Clubs (15 clubs)	1,002.05		
Smith Alumnae	1,912.00		
Board of Founders (3)	65.00		
Others (26)	<u>378.25</u>		
			\$3,464.30
Pledges paid:			
Board of Founders (1)	20.00		
Others (1)	<u>5.00</u>	\$25.00	
Pledges made:			
Michigan (1)	5.00		
Board of Founders (2)	25.00		
Smith Alumnae (2)	<u>230.00</u>	<u>260.00</u>	
Balance due on pledges			<u>235.00</u>
Total Current Gifts			\$3,699.30

Publicity Expense

Mimeographing	\$28.53	\$28.53	
Printing:			
Dr. Wu's Letters 6,500	97.32		
Line Cuts and Drawings	8.93		
Envelopes for letters 4,000	18.87		
Endowment Pledge Cards 4,000	18.68		
Endowment Return Envelopes 4,000	<u>23.50</u>	167.30	
Smith Club and Alumnae Solicitation:			
Ginling - Your College 10,000	88.40		
Envelopes 5,000	33.15		
Current Fund Pledge Cards 10,000	35.29		
Current Fund Return Envelopes 10,000	55.41		
Half Tones (3)	14.01		
Letterheads for accompanying letters	33.15		
Letter of Chairman of Committee	<u>3.77</u>	263.18	
Multigraphing and Signing 5,000 letters	22.54		
Addressing, folding, etc.	<u>49.09</u>	71.43	
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B F 150 VOTED that Dr. Shipman be asked to fill this post and that the Personnel Committee be asked to draw up a one year contract as per arrangement agreed upon.

The best candidate for the Music Department is Miss Mildred Beckett, but it will not be possible for her to make final decision until July.

Re the vacancy in the Physical Education Department - Dr. Wu, having met Miss Ettie Chin a graduate of Smith College, well recommended, offered her this position. Miss Chin is an American born Chinese whose home is in Worcester, Massachusetts. Miss Griest cabled Dr. Wu for instruction as to financial arrangements for Miss Chin. The return cable enabled the Board to offer Miss Chin \$1,800 C.S.C. salary and travel one-half of one way second class. The Board then authorized the treasurer to loan Miss Chin the balance of her one way travel if she so desires. If Miss Chin is invited to remain longer than one year and she desires to do so the matter of returning the loan will be reopened. In any event Miss Chin may have two years for repayment.

Referred to the Executive Committee

B F 151 VOTED that the items re "Miss Hoffsamer's study problems and allowances," "Miss Stella Graves reappointment allowances, Etc." and "study allowance questions" be referred to the Executive Committee with power.

B F 152 VOTED that the recommendations from the meeting of the Associated Boards of China Colleges be referred to the Executive Committee with power.

B F 153 VOTED that the Executive Committee be asked to formulate a plan for a term for members of the Board who do not represent the cooperating units.

Visiting Professors

B F 154 VOTED that every effort be made to get visitors going to the Far East to visit Ginling. Special effort to be made in the case of college professors.

Additional Members.

B F 155 VOTED that Mrs. George B. Ford be invited to membership on the Board of Founders and that Mrs. Cushman be requested to convey this formal invitation to Mrs. Ford.

Election of Officers: The Nominating Committee presented the following list of officers for election by the Board and they were duly elected.

Chairman Miss Margaret E. Hodge.  
Secretary Miss Florence G. Tyler  
Treasurer Mr. C. A. Evans  
Finance Chairman - Mrs. Francis J. McConnell  
Promotion Chairman- Miss Rebecca W. Griest  
Personnel Chairman- Miss Rebecca W. Griest

After a short prayer the Board was adjourned to meet at the call of the Chairman.

Respectfully submitted,

Florence G. Tyler, Secretary



SEE PAGE 4  
FOR COMMITTEES  
FOR THE COMING YEAR

[17]  
7/15/37

BOARD OF FOUNDERS - GINLING COLLEGE

Executive and Finance Committees

156 Fifth Avenue

June 18, 1937

Executive Committee

\*Miss Margaret E. Hodge, Chairman  
Mr. Russell Carter  
\*Miss Rebecca W. Griest  
Dr. S. Ralph Harlow  
Miss Grace Lindley  
Miss Sallie Lou MacKinnon  
Mrs. Francis J. McConnell  
\*Mrs. Charles H. Sears  
\*Miss Florence G. Tyler

Finance Committee

Mrs. Francis J. McConnell, Chairman  
Mrs. L. L. Anewalt  
Mr. Russell Carter  
\*Mr. C. A. Evans  
Mrs. Emory Ross  
\* Miss Florence G. Tyler  
  
\*in attendance

The meeting opened with prayer by Miss Griest.

The minutes of the meeting of the Board on May 12 were reviewed and approved with the addition of the election of Dr. Harlow as Chairman of the Curriculum Advisory Committee and Mrs. Charles H. Sears as Chairman of the Nominating Committee.

Finances Mr. Evans presented the report of the Treasurer to date, showing a surplus of \$2,023.19 with the expectation of receiving \$2,000 from Smith College before the close of the year. There will still be a further promotional charge from the China Colleges against this item.

Mr. Evans further reported approximately \$18,000 on hand for investment, which on the advice of the Bankers Trust Company he invested in part as follows:

100 shares Consumers Powers, 1st. Preferred 4 1/2 at 86 1/2  
\$6,000 Bonds - New York Central Consolidated 4s, 1898 at 97.  
\$5,000 Bonds Milwaukee Power & Light 5s, 1971 at 101 1/2.

- E 50, F.42 VOTED that the above investments be approved.
- E 51, F 43 VOTED that there be an Investment Committee composed of the Treasurer, the Chairman, and the Chairman of the Finance Committee to invest funds.
- E 52, F 44 VOTED that Mr. B. A. Garside be re-elected Assistant-Treasurer of the Board.
- E 53, E 45 VOTED that the signature of any two of the following four persons be required on the checks drawn against the Treasury of the Board of Founders: Miss Margaret E. Hodge, Chairman; Mrs. F. J. McConnell, Chairman of the Finance Committee; Mr. C. A. Evans; Mr. B. A. Garside.

The Treasurer reported on the condition of the mortgage covering premises at 321-323 East 114th Street, New York City. The original mortgage of \$30,000 covered two brick buildings, upon which \$1,000 principal was paid, leaving a balance of \$29,000. The neighborhood deteriorated and the guarantee company allowed the property to run down, until on June 1, 1933, the Union Mortgage and Guarantee Company secured possession and have been holding same in the name of its subsidiary corporation. Later the buildings were demolished by the W.P.A. at no expense to the company, thus reducing the liability and eliminating violations. Taxes to the amount of \$4,500 have accrued on the property and as the company is forbidden by law to make any payment thereon, the Board of Founders has been petitioned to take over the title, thus protecting any small equity which may be realized in a sale. Under advice of counsel it was recommended that Ginling take title. It was:

E 54, F 46 VOTED that the Treasurer be authorized to take over the deed covering the 321-23 East 114th Street property provided that the Union Guarantee and Mortgage Company is not released from its guarantee.

Pictures for Publicity Miss Griest told of the pictures and sketches done by Mrs. Dunlop of Shanghai and of the copies, both in pen and ink, and in color, made available for sale by the college in calendar form and as pictures. It was:

E 55, F 47 VOTED that Miss Griest be authorized to purchase for sale and publicity purposes:

- 1000 calendars - Smith Building.
- 500 pictures in color.
- 1000 small cards with pen sketch.

at a total cost of approximately \$125

Personnel Miss Griest reported that in view of the fact that Miss Bickett's acceptance of the appointment seems so very uncertain, the committee being entirely satisfied as to the fitness and ability of Miss Esther Rhodes of Little Falls, New York, recommended her appointment for the music position at Ginling.

Miss Rhodes Miss Esther Rhodes was graduated from Smith College in 1923 and has had exceptional training both in Music and Education with graduate work at Syracuse University and other musical centers. Miss Tyler interviewed Miss Rhodes at Utica and reported her as a pleasing personality with good religious background (Episcopalian), versatile, attractive, and conscientious, with exceptional qualifications for work at Ginling.

E 56, F 48 VOTED that Miss Rhodes be appointed for a three year term at Ginling.

Miss Ettie Chin - American-born Chinese appointed by Dr. Wu to the Physical Education Department - is planning to sail on August 7 for Ginling.

Dr. Shipman of Mount Holyoke appointed by the Board for a one year term in Geography.

Miss Stella Graves Miss Graves, having been appointed by the American Board and employed by the College on the field, has served three years there and is now due on furlough and would like to return to Ginling.

E 57, F 49 VOTED That the Board pay Miss Graves' return travel.

E 58, F 50 VOTED that the Secretary ask the American Board for Miss Graves' papers.

E 59, F 51 VOTED that as soon as possible after Miss Graves' return she have an opportunity to meet some member of the Personnel Committee and go through the same process as any other candidate for appointment.

Miss Harriet Whitmer Attention was called to the following excerpt from a letter from Miss Priest dated June 26, 1936:

"Miss Whitmer also leaves for furlough tonight, but she is supported by the W.F.M.S. and we are suggesting that all her accounts be made to their order. They will pay her salary directly. She holds a pension policy - I will write to her to remit to you the personal premiums due each month. Otherwise there is nothing to do about her furlough as far as salary and finances are concerned."

Miss Abigail Hoffsommer The Board considered further the case of Miss Hoffsommer and deeply regreted its inability to offer further study grant to her. The Board further expressed the hope that it might be possible for Miss Hoffsommer to return to Ginling at a later time after she has secured her Master's Degree.

Financial Objectives Miss Griest then presented the financial objectives for the year 1937-38 as drawn up by the Committee on Promotion. These objectives will be submitted to the Executive Committee of the China Colleges.

E 60, F 52 VOTED that the objectives for the coming year be accepted as follows:

<u>General Endowment</u>	\$300,000
Balance on 1936-37	70,000
1937-38	100,000
1938-39	100,000

Current Budget - Amount required to balance the Current Budget 1937-38 \$12,750

Land and Buildings - Balance on land already contracted for and the purchase of land made necessary by the new roads \$14,480

A New Dormitory 50,000  
 Deficit on buildings already built 2,317  
 Faculty Men's Cottage Dormitory 2,000

Dr. Speer's Resignation. The Secretary then presented the resignation of Dr. Robert E. Speer who is retiring from the Board of Foreign Missions of the Prexyterian Church in the U.S.A. in the fall. Dr. Speer has served Ginling College long and faithfully and it was:

E 61, F 53 VOTED that his resignation be accepted with deep regret and that the secretary write a letter expressing the appreciation of the Board for his years of service.

It seemed best to postpone any effort to fill Dr. Speer's place until fall when a member will be chosen from among the Directors of the Nanking University.

Committees. The following committees were then appointed for the ensuing year:

Executive Committee

Miss Margaret E. Hodge, Chairman  
 Mr. C. A. Evans  
 Miss Rebecca W. Griest  
 Dr. S. Ralph Harlow  
 Miss Grace Lindley  
 Mrs. Francis J. McConnell  
 Mrs. Charles H. Sears  
 Miss Florence G. Tyler

Finance Committee

Mrs. Francis J. McConnell, Chairman  
 Mrs. L. L. Anewalt  
 Mr. C. A. Evans  
 Dr. E. C. Lobenstine  
 Miss Florence G. Tyler, ex-officio

Personnel Committee

Miss Rebecca W. Griest, Chairman  
 Miss Margaret E. Hodge, Ex-officio  
 Dr. S. Ralph Harlow  
 Miss Sallie Lou MacKinnon  
 Mrs. Francis J. McConnell  
 Mrs. Emory Ross  
 Mrs. Charles H. Sears

Curriculum Advisory Committee

Dr. S. Ralph Harlow, Chairman  
 Miss Sallie Lou MacKinnon  
 Mrs. Charles K. Roys

Nominating Committee

Mrs. Charles H. Sears, Chairman  
 Mrs. Francis J. McConnell  
 Mrs. Charles K. Roys

Promotion Committee

Miss Rebecca W. Griest, Chairman  
 Mrs. James S. Cushman  
 Mrs. John W. Decker  
 Mrs. Harry E. James  
 Dr. E. C. Lobenstine  
 Mrs. T. D. Macmillan  
 Mrs. Francis J. McConnell  
 Mrs. William W. Rockwell  
 Mrs. George T. Scott

The appointment of the Committee on Cooperation with the University of Nanking was postponed until fall.

Matters from Associated Boards

The Secretary then presented the document from the Associated Boards entitled: "Matters from the Annual Meeting of the Associated Boards on May 10, 11, 1937 for Consideration and Action by The Boards of Trustees of the Individual Colleges." This document is appended to the minutes and was acted upon as follows:

The Board noted with approval the paragraph concerning "Specially Qualified Men and Women as Teachers of Philosophy" and asked the Treasurer to secure the Financial and Budget Data from the field as per the request of the Finance Committee.

The Board approved the items on "Cooperation and Correlation" and

E 62, F 54 VOTED to approve the budget of \$22,904.58 adopted by the Associated Boards for the administrative section which calls for the payment of \$500 from the Board of Founders of Ginling College.

E 63, F 55 VOTED to approve the Promotional Budget of the Associated Boards which calls for a grant of \$225 and a loan of \$450 from the Board of Founders of Ginling College.

The Board further approved of the way by which the promotional budget is to be allocated among the cooperating boards as set forth on pages 3 and 4 of this document under items numbered 1, 2, 3, 4, and 5. The Board

E 64, F 56 VOTED that the items from the "Report of the Committee on Greater Unity"(page 4) be laid on the table until the full meeting of the Board in the fall.

Associated Boards' Committees

Appointments for the Associated Boards' Committees were made as follows:

- |                                   |                           |
|-----------------------------------|---------------------------|
| Executive Committee               | Miss Margaret E. Hodge,   |
| Promotion Committee               | Mrs. Francis J. McConnell |
| Committee on Christian Character  | Miss Rebecca W. Griest    |
| Finance Committee                 | Miss Florence G. Tyler    |
| Committee on Staff and Curriculum | Miss Margaret E. Hodge    |
|                                   | Mrs. Francis J. McConnell |
|                                   | Mr. C. A. Evans           |
|                                   | Mrs. Francis J. McConnell |
|                                   | Dr. S. Ralph Harlow       |
|                                   | Mrs. Charles H. Sears     |

Classes of Membership

E 65, F 57 VOTED that the membership of the Board of Founders be divided into classes as follows:

	<u>1938</u>	<u>1939</u>	<u>1940</u>
Baptist	Mrs. John W. Decker	Mrs. Charles H. Sears	
United Chr. Mis. Soc.		Miss Lela Taylor	Mrs. Emory Ross
Meth. Epis. W.F.M.S.	Mrs. F.J. McConnell		Mrs. L. R. Peel
Meth. Epis. South		Mrs. J. W. Perry	Miss Sallie Lou MacKinnon
Presby. U.S.A.	Miss Margaret E. Hodge		Mrs. C. K. Roys
Smith Col. Students Alumnae	Dr. S. Ralph Harlow	Mrs. W. W. Rockwell	
Reformed Ch. U.S.			Mrs. L. L. Anewalt
Protestant Episcopal	Miss Grace Lindley		
Nanking University			
Members at Large	Dr. Harriet Allyn	Miss R. W. Griest Miss F. G. Tyler	Mr. Russell Carter
Additional Members	Mrs. Harry James Mrs. G. T. Scott	Dr. E. C. Lobenstine	Mrs. James Cushman
Ex-Officio			Mr. B. A. Garside Mrs. T. D. Macmillan Mr. C. A. Evans

Note: Term of service expires at close of Annual Meeting.

Respectfully submitted,

Florence G. Tyler, Secretary

11/19/37

MINUTES OF THE MEETING OF THE  
BOARD OF FOUNDERS - GINLING COLLEGE

Parkside Hotel

November 8, 1937

Membership:

Dr. Harriet Allyn	*Mrs. T. D. Macmillan
Mrs. L. L. Anewalt	Miss Sallie Lou MacKinnon
Mr. Russell Carter	*Mrs. F. J. McConnell
*Mrs. James Cushman	Mrs. Leon Roy Peel
Mrs. John W. Decker	Mrs. J. W. Perry
*Mr. C. A. Evans	Mrs. William W. Rockwell
*Dr. B. A. Garside	*Mrs. Emory Ross
*Miss Rebecca W. Griest	Mrs. Charles K. Roys
*Dr. S. Ralph Harlow	Mrs. Charles H. Sears
*Miss Margaret E. Hodge, CHAIRMAN	*Mrs. George T. Scott
Mrs. Harry E. James	Miss Lela Taylor
Miss Grace Lindley	*Miss Florence G. Tyler
*Dr. E. C. Lobenstine	*Mrs. Lawrence Thurston, guest.

\*In attendance

The meeting opened with prayer by Miss Hodge and others.

The secretary reported:

1. That the United Christian Missionary Society has raised its appropriation from \$750 to \$1,000 and will also carry the travel furlough expenses of Miss Vautrin when she comes on furlough next year.
2. That the Executive Committee was enlarged to include Mr. Lobenstine and Mrs. Cushman in order to have a more representative body for consideration of the important matters which come before it in these difficult days.
3. That the Executive Committee approved the action of the Chairman, Secretary, and Treasurer in cabling Dr. Wu that emergency drafts would be honored and voted that the Treasurer be authorized to borrow up to \$5,000 to meet these drafts.
4. That Mrs. Sears and Mrs. Decker have been reappointed to the Board of Founders.

BF 156 VOTED that the action of the Executive Committee in enlarging the Executive Committee to include Mrs. Cushman and Dr. Lobenstine be approved.

NOV 8 1937

Report on Faculty Miss Griest reported:

- 1. That Miss Shoup had been to the office to express her eagerness to return to China, feeling that she might be needed.

The Board expressed its interest and deep appreciation of Miss Shoup's offer.

- 2. That Miss Whitmer has been unable to get into China and is now teaching in the Women's Christian College of Tokyo, Japan,
- 3. That Miss Chin is in Hongkong doing war work.
- 4. That Dr. Shipman, on word from Dr. Wu expressing grave question about her getting in to China, has proceeded on her journey around the world.
- 5. Miss Vautrin is at Nanking with Dr. Wu.
- 6. Miss Chester and Miss Kirk with the Ginling unit at Shanghai.
- 7. Miss Tappert is in the Government University at Chunking.
- 7. Dr. Reeves with three Ginling students is at Chengtu.
- 9. Miss Spicer and Miss Sutherland are with the Ginling unit at Wuchang.
- 10. Miss Morris is teaching in St. Giles British School at Tsingtao.
- 11. Dr. Heacox and wife are in Japan.

Financial Items On The Faculty. The question has arisen as to the Board granting outfit allowance to a candidate signing up for a five year term following a three year term for which there is no outfit allowance.

BF 157 VOTED that the Board approve as a general principle the giving of a \$200 outfit allowance to a candidate for five year appointment following a three year appointment, providing no outfit allowance was granted for the three year term.

Mr. Evans reported that Miss Mossman, who returned after one year of her second term, will pay \$50 per month, beginning December 1937 on the \$762 expense item which she will return to Ginling treasury during the school year and will hope to pay something in the summer. Without any summer payment her indebtedness will be reduced to \$442 at the beginning of the next school year.

BF 158 VOTED that this arrangement be approved.

Miss Hoffsommer, who resigned at the end of her first term, will pay \$25 per month beginning January 1938 on her debt of \$936.

BF 159 VOTED that this arrangement be approved.



BF 160 VOTED that Miss Hoffsommer's resignation be accepted with regret.

Miss Rhodes was to have gone to Ginling and was ready to sail. She was asked to send in her account of money expended by herself for outfit which she would not otherwise have purchased.

BF 161 VOTED that this amount of \$200.06 be paid to Miss Rhodes.

Miss Case has reduced her indebtedness to \$88 and is paying steadily.

Finances The Treasurer announced that he had borrowed \$6,000 from the Building account and deposited it in the Current Account against Dr. Wu's draft of \$10,000.

BF 162 VOTED that the Board approve the action of the Executive Committee in authorizing this loan.

Mr. Evans presented the report of the Treasurer with the report of the Auditor and it was:

BF 163 VOTED that the report of the Auditor be received and placed on file.

BF 164 VOTED that the report of the Treasurer be accepted and appended to these minutes.

The Treasurer then summarized the report of the field Treasurer, Miss Priest, and read her letter of August 27, 1937 giving explanation. After unhurried discussion it was:

BF 165 VOTED that we view with concern the information received from the field that salaries of the staff have been reduced from 40 per cent. to 60 per cent. and that we include in the item of amounts to be raised this year a sum sufficient to maintain salaries at the normal rate.

The Board then proceeded to make a budget of the items outstanding for 1937-38 which must be included in the amount to be raised outside of Board contributions this year as follows:

\$4,275	1936-1937 Deficit
3,530	1937-1938 deficit
2,022	U.S.A. deficit carried by Board after paying promotion expense.
8,000	to be raised as last year.
10,000	to maintain salaries.
-----	Ginling's cost of promotion
\$27,827	without promotional costs.

BF 166 VOTED that we approve the inclusion of these items in the amount to be raised here in the U.S.A. by special and regular appeal and that we refer these items to the Finance and Promotion Committees to find a way by which this amount may be raised.

BF 167 VOTED that the Promotion and Finance Committees be asked to consult with the Associated Boards of China Colleges in the hope that the appeals of the various colleges and the emergency appeal may be so coordinated as to eliminate overlapping.

Items on Investment It was reported that an offer had been received through the the Bankers Trust Company for the purchase of 1412-14 Bronx River Avenue. On November 3 they notified the Treasurer that an offer had been made to purchase this eight-family dwelling for \$19,000 - \$4,000 in cash and \$15,000 in purchase money mortgage for five years, interest at 4½%, with amortizations of \$250 per year. Appraisal by Horace Ely & Company in October, 1935, placed the valuation at \$16,000. Two offers have been made - one for \$16,000 and one for \$18,000, both of which have been refused.

BF 168 VOTED that the Treasurer be authorized to proceed in the sale of this property on the conditions noted if, after further investigation, it seems wise.

In connection with the Leonard Abate mortgage, 265 East 235th Street, \$10,000, with interest at 6%, maturity, June 24, 1933, the Treasurer reported that the Bankers Trust Company has instituted proceedings to foreclose on this property. Repeated efforts have been made to come to some settlement with the owner, but without success. Interest has been in default since January 1, 1933. It now appears that title must be taken, and it is in order to authorize the Treasurer to sign such documents as are necessary in the foreclosure proceedings.

BF 169 VOTED that the Treasurer be authorized to proceed in the foreclosure of the mortgage on 265 East 235th Street if necessary.

Emergency Campaign. Mr. Garside then told the Board of the plans of the Associated Boards to raise \$250,000.

Already a committee of thirty outstanding people over the country have accepted membership on this committee and invitations are out which it is hoped will bring this membership of the Emergency Committee up to a hundred. There have been some definite gifts toward the expense of this promotion and it is hoped that more will follow definitely assigned to promotion expense. They have every expectation of raising the \$250,000

Capital Needs The Board was urged not to abandon hope of securing money to meet capital needs and while we could not go out definitely for capital gifts we should be prepared to make the requests, if and when opportunity comes.

Mrs. Ford Declines The Secretary reported that definite word has been received from Mrs. George Ford that she cannot accept membership in the Board. Deep regret was expressed and Mrs. Macmillan was asked to talk further with Mrs. Ford in the hope that she would reverse her decision.

NOV 8 1937 57

- 5 -

Mrs. Thurston's Plans Mrs. Thurston will be working with Mrs. Macmillan in the Boston area the rest of this month. She has dates early in December in Pittsburgh, Pennsylvania; Oxford, Ohio; Berea, Kentucky; and Parisville, Ohio.

The Board adjourned.

Respectfully submitted,

Florence G. Tyler, Secretary

11/19/37

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BOARD OF FOUNDERS - GINLING COLLEGE

Parkside Hotel

November 8, 1937

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*Mrs. James Cushman	Mrs. Leon Roy Peel
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Capital Needs The Board was urged not to abandon hope of securing money to meet capital needs and while we could not go out definitely for capital gifts we should be prepared to make the requests, if and when opportunity comes.

Mrs. Ford Declines The Secretary reported that definite word has been received from Mrs. George Ford that she cannot accept membership in the Board. Deep regret was expressed and Mrs. Macmillan was asked to talk further with Mrs. Ford in the hope that she would reverse her decision.

Mrs. Thurston's Plans Mrs. Thurston will be working with Mrs. Macmillan in the Boston area the rest of this month. She has dates early in December in Pittsburgh, Pennsylvania; Oxford, Ohio; Berea, Kentucky; and Parisville, Ohio.

The Board adjourned.

Respectfully submitted,

Florence G. Tyler, Secretary



B. F 132 VOTED that they be incorporated in the minutes:

Mrs. Robert L. Paddock

In the death of Mrs. Paddock Ginling College has lost a faithful friend. For many years (since 1924) she had a special interest in the Department of Physical Education and gave generously to its support. Latterly her gifts were made to the work of the College as a whole. Her visit some years ago increased her interest, which was always deeply personal, and Dr. Wu's visits to America gave the opportunity of expressing it in gracious hospitality. She felt that her beautiful home and her wealth were to be shared and her life was of great simplicity and deep devotion to the work of God's Kingdom.

Miss Ada A. Grabill

Miss Grabill came to the Music Department of Ginling College in 1922 bringing splendid training for her work and the experience of five years in China under the Y.W.C.A. which made her, from the start, a valuable member of the staff. A generation of Ginling students received from her the gift of musical appreciation and careful training in musical expression. Her standards were high both in her professional and personal life and she left a deep impression on other lives. Her loyalty to Ginling in recent years was added to her years of service, and her death brings a sense of personal loss to many in the Ginling family.

Executive Committee Actions The following actions of the Executive Committee of January 27 were then presented by the secretary:

That a depreciation account be established by charging the Permanent Equipment Account Building Fund with \$35,419.70 representing the estimated depreciation in bonds and mortgages.

B F 133 VOTED that this action be approved.

B. F 134 VOTED that it be made a matter of record that this will leave the Permanent Equipment and Building Fund Account as \$3,264.23 and

Permanent Property Upkeep Fund	\$100,000.00
Property Insurance Fund	2,500.00
Irving F. Wood Memorial Fund	1,990.10
Methodist Scholarship Fund	1,000.00
Georgia Grace Thomas Memorial Fund	475.00
\$300,000 Endowment Fund (received to date)	4,316.30
with securities behind them which at present market values equal the funds.	

2/2/37

B F 135 VOTED that the Board of Founders guarantee to the Board of Directors annually a stated sum on which the Board of Directors can rely in building its budget.

B F 136 VOTED that the Board of Founders undertake to raise for the year 1937-38 the sum of \$24,647.25 from the following sources:

Cooperating Units	\$16,900.00	
Income from Investment	3,772.25	
From other sources	<u>3,975.00</u>	
		\$24,647.25

B F 137 VOTED that the Board of Founders undertake to contribute toward the Field Budget of the college the sum of \$20,049.75 U.S.C.

B F 138 VOTED that the Board approve the following budget of administrative expense for the New York office.

Audit	\$35.00	
Treasurer's Bond	12.50	
Foreign Missions		
Conference - Secretarial Expense and Postage	200.00	
Postage, Telegraph, Cable, Supplies	125.00	
China Colleges - Treasurer's expenses and Administration	500.00	
Annual Meeting	<u>50.00</u>	\$922.50

B F 139 VOTED that the Board approve the following budget of Promotional expense:

China Colleges Promotion	\$675.00	
Travel & Expenses for Volunteer Help	1,000.00	
Travel & Expenses for Faculty Help	1,000.00	
Publicity	300.00	
Postage and Supplies	<u>200.00</u>	\$3,675.00

B F 140 VOTED that expenses of Board members, except denominational appointees, whose expenses are paid by their respective boards, be considered a legitimate charge against the Treasury and that provision for this expense be included in the administrative budget.

5/12/37

g. Summer over-draft.  
 It has been customary for our treasurer to provide for \$5,000 A.C. for summer over-draft. This request is for a little more than \$6,000.

B F 141 VOTED that the Board approve this over-draft.

h. A memorial gift to the college in honor of the seventieth birthday of Mrs. W. S. New's mother, Mrs. Zee.

B F 142 VOTED that the secretary be asked to send a letter to Mrs. New expressing the appreciation of the Board for the beautiful birthday gift to the college.

Miss MacKinnon told of the appropriation of \$15,000 by the Mission Board of the Methodist Episcopal Church, South, to the Department of Sociology at Ginling as a capital gift and it was:

B F 143 VOTED that a letter of deep appreciation be sent to the Methodist Episcopal, South, Board of Missions, for this wonderful gift.

B F 144 VOTED that of this amount \$10,000 be put into the endowment fund for the Sociology Department and that the college benotified that the other \$5,000 is available for equipment for the Sociology Department with the understanding that at any time the college may transfer any unused portion of it to the Endowment Fund.

B F 145 VOTED that the Board express a hope that with additional help in the China College office it may be possible to place the burden of the Ginling College card file completely in Mr. Cameron's hands. The Board further requested Mr. Evans to convey the feeling of the Board to the China College office.

B F 146 VOTED that the Board express its deep appreciation to Miss Griest and her committee and especially to Miss Griest for this excellent report and the service for which it stands.

B F 147 That Mrs. Thurston be asked to spend a second year in America for promotional work in cooperation with the Committee on Promotion with furlough salary and that a letter be sent to the college asking concurrence in this plan.

B F 148 VOTED that Mrs. Thurston be asked in 1937-38 to work for a fund for dormitory purposes, to be secured through not more than four large gifts, and that the funds raised must be adequate for building, equipment, and upkeep.

Dr. Harlow: Dr. Harlow told of the request of the Carnegie Foundation that he go to the Orient as a visiting professor in the fall of 1938 to lecture on Peace and International Relations, and it was -

B F 149 VOTED that the Board urge Dr. Harlow to spend at least one month at Ginling while in the Far East.

8/12/37

It is possible to secure Dr. Julia Shipman of Mount Holyoke College to fill the one year appointment in the Geography Department, 1937-38.

B F 150 VOTED that Dr. Shipman be asked to fill this post and that the Personnel Committee be asked to draw up a one year contract as per arrangement agreed upon.

B F 151 VOTED that the items re "Miss Hoffsamer's study problems and allowances," "Miss Stella Graves reappointment allowances, Etc" and "study allowance questions" be referred to the Executive Committee with power.

B F 152 VOTED that the recommendations from the meeting of the Associated Boards of China Colleges be referred to the Executive Committee with power.

B F 153 VOTED that the Executive Committee be asked to formulate a plan for a term for members of the Board who do not represent the cooperating units.

Visiting Professors

B F 154 VOTED that every effort be made to get visitors going to the Far East to visit Ginling. Special effort to be made in the case of college professors.

Additional Members

B F 155 VOTED that Mrs. George B. Ford be invited to membership in the Board of Founders and that Mrs. Cushman be requested to convey this formal invitation to Mrs. Ford.

11/8/37

B F 156 VOTED that the action of the Executive Committee in enlarging the Executive Committee to include Mrs. Cushman and Dr. Lobenstein be approved.

5/12/37  
11/2/37

BF 157 VOTED that the Board approve as a general principle the giving of a \$200 outfit allowance to a candidate for five year appointment following a three year appointment, providing no outfit allowance was granted for the three year term.

Mr. Evans reported that Miss Mossman, who returned after one year of her second term, will pay \$50 per month, beginning December 1937 on the \$762 expense item which she will return to Ginling treasury during the school year and will hope to pay something in the summer. Without any summer payment her indebtedness will be reduced to \$442 at the beginning of the next school year.

BF 158 VOTED that this arrangement be approved.

Miss Hoffsamer, who resigned at the end of her first term, will pay \$25 per month beginning January 1938 on her debt of \$936.

BF 159 VOTED that this arrangement be approved.

11/8/37

BF 160 VOTED that Miss Hoffsommer's resignation be accepted with regret.

11/4/37

Miss Rhodes was to have gone to Ginling and was ready to sail. She was asked to send in her account of money expended by herself for outfit which she would not otherwise have purchased.

BF 161 VOTED that this amount of \$200.06 be paid to Miss Rhodes.

Miss Case has reduced her indebtedness to \$88 and is paying steadily.

Finances The Treasurer announced that he had borrowed \$6,000 from the Building account and deposited it in the Current Account against Dr. Wu's draft of \$10,000.

BF 162 VOTED that the Board approve the action of the Executive Committee in authorizing this loan.

Mr. Evans presented the report of the Treasurer with the report of the Auditor and it was:

BF 163 VOTED that the report of the Auditor be received and placed on file.

BF 164 VOTED that the report of the Treasurer be accepted and appended to these minutes.

The Treasurer then summarized the report of the field Treasurer, Miss Priest, and read her letter of August 27, 1937 giving explanation. After unhurried discussion it was:

BF 165 VOTED that we view with concern the information received from the field that salaries of the staff have been reduced from 40 per cent. to 60 per cent. and that we include in the item of amounts to be raised this year a sum sufficient to maintain salaries at the normal rate.

The Board then proceeded to make a budget of the items outstanding for 1937-38 which must be included in the amount to be raised outside of Board contributions this year as follows:

\$4,275	1936-1937 Deficit
3,530	1937-1938 deficit
2,022	U.S.A. deficit carried by Board after paying promotion expense.
8,000	to be raised as last year.
10,000	to maintain salaries.
-----	Ginling's cost of promotion
\$27,827	without promotional costs.

BF 166 VOTED that we approve the inclusion of these items in the amount to be raised here in the U.S.A. by special and regular appeal and that we refer these items to the Finance and Promotion Committees to find a way by which this amount may be raised.

11/8/37

BF 167 VOTED

that the Promotion and Finance Committees be asked to consult with the Associated Boards of China Colleges in the hope that the appeals of the various colleges and the emergency appeal may be so coordinated as to eliminate overlapping.

11/8/37

Items on Investment

It was reported that an offer had been received through the Bankers Trust Company for the purchase of 1412-14 Bronx River Avenue. On November 3 they notified the Treasurer that an offer had been made to purchase this eight-family dwelling for \$19,000 - \$4,000 in cash and \$15,000 in purchase money mortgage for five years, interest at 4 1/2%, with amortizations of \$250 per year. Appraisal by Horace Ely & Company in October, 1935, placed the valuation at \$16,000. Two offers have been made - one for \$16,000 and one for \$18,000, both of which have been refused.

BF 168 VOTED

that the Treasurer be authorized to proceed in the sale of this property on the conditions noted if, after further investigation, it seems wise.

In connection with the Leonard Abate mortgage, 265 East 235th Street, \$10,000, with interest at 6%, maturity, June 24, 1933, the Treasurer reported that the Bankers Trust Company has instituted proceedings to foreclose on this property. Repeated efforts have been made to come to some settlement with the owner, but without success. Interest has been in default since January 1, 1933. It now appears that title must be taken, and it is in order to authorize the Treasurer to sign such documents as are necessary in the foreclosure proceedings.

BF 169 VOTED

that the Treasurer be authorized to proceed in the foreclosure of the mortgage on 265 East 235th Street if necessary.

11/8/37

100 shares Consumers Powers, 1st. Preferred 4 1/2 at 86 1/2  
\$6,000 Bonds - New York Central Consolidated 4s, 1898 at 97.  
\$5,000 Bonds Milwaukee Power & Light 5s, 1971 at 101 1/2.

F-5

6/18/37

6-18-37

F 42 VOTED

that the above investments be approved.

F 43 VOTED

that there be an Investment Committee composed of the Treasurer, the Chairman, and the Chairman of the Finance Committee to invest funds.

F 44 VOTED

that Mr. B. A. Garside be re-elected Assistant-Treasurer of the Board.

F 45 VOTED

that the signature of any two of the following four persons be required on the checks drawn against the Treasury of the Board of Founders: Miss Margaret E. Hodge, Chairman; Mrs. F. J. McConnell, Chairman of the Finance Committee; Mr. C. A. Evans; Mr. B. A. Garside.

F 46 VOTED

that the Treasurer be authorized to take over the deed covering the 321-23 East 114th Street property provided that the Union Guarantee and Mortgage Company is not released from its guarantee.

F 47 VOTED

that Miss Griest be authorized to purchase for sale and publicity purposes:

- 1000 calendars - Smith Building.
- 500 pictures in color.
- 1000 small cards with pen sketch.

at a total cost of approximately \$125

F 48 VOTED

that Miss Rhodes be appointed for a three year

F 49 VOTED

that the Board pay Miss Graves' return travel.

F 50 VOTED

that the Secretary ask the American Board for Miss Graves' papers.

F 51 VOTED

that as soon as possible after Miss Graves' return she have an opportunity to meet some member of the Personnel Committee and go through the same process as any other candidate for appointment.

F 52 VOTED

that the objectives for the coming year be accepted as follows:

General Endowment	\$300,000
Balance on 1936-37	70,000
1937-38	100,000
1938-39	100,000

Current Budget - Amount required to balance the Current Budget 1937-38 \$12,750

6-18-37

6-18-37

F-52 Cont.

<u>Land and Buildings</u> - Balance on land	
already contracted for and	
the purchase of land made	
necessary by the new roads	\$14,480
A New Dormitory	50,000
Deficit on buildings already built	2,517
Faculty Men's Cottage Dormitory	2,000



F 53 VOTED

that his resignation be accepted with deep regret and that the secretary write a letter expressing the appreciation of the Board for his years of service.

F 54 VOTED

to approve the budget of \$22,904.58 adopted by the Associated Boards for the administrative section which calls for the payment of \$500 from the Board of Founders of Ginling College.

F 55 VOTED

to approve the Promotional Budget of the Associated Boards which calls for a grant of \$225 and a loan of \$450 from the Board of Founders of Ginling College.

R 56 VOTED

that the items from the "Report of the Committee on Greater Unity" (page 4) be laid on the table until the full meeting of the Board in the fall.

F 57 VOTED

6-18-37

	<u>1938</u>	<u>1939</u>	<u>1940</u>
Baptist	Mrs. John W. Decker	Mrs. Charles H. Sears	
United Chr. W.S.		Miss Lela Taylor	Mrs. Emory Ross
Meth. Epis. W.F.M.S.	Mrs. F.J. McConnell		Mrs. L. R. Peel
Meth. Epis. South		Mrs. J. W. Perry	Miss Sallie Lou MacKinnon



6-18-37



E 53 VOTED

E 54 VOTED that the Treasurer be authorized to take over the deed covering the 321-23 East 114th Street property provided that the Union Guarantee and Mortgage Company is not released from its guarantee.

E 55 VOTED that Miss Griest be authorized to purchase for sale and publicity purposes:  
1000 calendars - Smith Building.  
500 pictures in color.  
1000 small cards with pen sketch.  
at a total cost of approximately \$125

E 56 VOTED that Miss Rhodes be appointed for a three year term at Ginling.

E 57 VOTED

E 58 VOTED That the Board pay Miss Graves' return travel.  
E 59 VOTED that the Secretary ask the American Board for Miss Graves' papers.

E 60 VOTED that as soon as possible after Miss Graves' return she have an opportunity to meet some member of the Personnel Committee and go through the same process as any other candidate for appointment.

that the signature of any two of the following four persons be required on the checks drawn against the Treasury of the Board of Founders: Miss Margaret E. Hodge, Chairman; Mrs. F. J. McConnell, Chairman of the Finance Committee; Mr. C. A. Evans; Mr. B. A. Garside.

Land and Buildings - Balance on land already contracted for and the purchase of land made necessary by the new roads	\$14,480
A New Dormitory	50,000
Deficit on buildings already built	2,517
Faculty Men's Cottage Dormitory	2,000

E 61 VOTED

that his resignation be accepted with deep regret and that the secretary write a letter expressing the appreciation of the Board for his years of service. (Dr. Robert E. Sherr)

E 62 VOTED



6-18-37

E 62

VOTED

to approve the budget of \$22,904.58 adopted by the Associated Boards for the administrative section which calls for the payment of \$500 from the Board of Founders of Ginling College.

6-18-37



E 63

VOTED

to approve the Promotional Budget of the Associated Boards which calls for a grant of \$225 and a loan of \$450 from the Board of Founders of Ginling College.

E 64

VOTED

that the items from the "Report of the Committee on Greater Unity" (page 4) be laid on the table until the full meeting of the Board in the fall.



E 65

VOTED

that the membership of the Board of Founders be divided into classes as follows:

6-18-37

	1938	1939	1940
Baptist	Mrs. John W. Decker	Mrs. Charles H. Sears	
United Chr. Mis. Soc.		Miss Lela Taylor	Mrs. Emory Ross
Meth. Epis. W.F.M.S.	Mrs. F.J. McConnell		Mrs. L. R. Peel
Meth. Epis. South		Mrs. J. W. Perry	Miss Sallie Lou MacKinnon
Presby. U.S.A.	Miss Margaret E. Hodge		Mrs. C. K. Roys
Smith Col. Students Alumnae	Dr. S. Ralph Harlow	Mrs. W. W. Rockwell	
Reformed Ch. U.S.			Mrs. L.L. Ahewalt
Protestant Episcopal	Miss Grace Lindley		
Nanking University			
Members at Large	Dr. Harriet Allyn	Miss R. W. Griest Miss F. G. Tyler	Mr. Russell Carter
Additional Members	Mrs. Harry James Mrs. G. T. Scott	Dr. E.C. Lebenstine	Mrs. James Cushman
Ex-Officio			Mr. B.A. Garside Mrs. T.D. Macmillan Mr. C.A. Evans

Note: Term of service expires at close of annual meeting.

9-15-37

Stella Graves: Miss Graves was appointed on the field in 1934, and has served three years. She is having 1937-38 as a furlough year and is studying music in Paris. The field gave her a return ticket via Europe and granted her a \$200 outfit allowance. Miss Graves is asking for furlough salary of \$49.20 a month and a study grant. The Ginling Board of Founders voted some time ago that Miss Graves' appointment must be regularized when she returned to America.

On recommendation of the Acting Chairman of the Personnel Committee it was:

(a)  
E 75 VOTED that, the American Board papers of, and Dr. Fairchild's letter about, Miss Graves be accepted as indication that she is satisfactory, but in order to regularize her Ginling status we send to her in Paris the Ginling papers to fill out; (b) that a study allowance of \$200, and the regular furlough salary - for furlough after three years of service - be granted to her; (c) that the outfit allowance of \$200 granted in China provided we approve the general principle of an outfit allowance being granted for a second term of five years when none was given in the first term; that this recommendation be sent to Dr. Wu and a letter of explanation be sent to Miss Graves.

Abigail Hoffsommer: On furlough 1936-37 with allowances amounting to \$1,184, extended furlough 1937-38 without allowance. She was offered late in August a position, secretarial in nature, at Berea College. It was necessary for her to have a position and also necessary for her, if she took this position, to sign for two years. She consulted with Miss Griest, who advised her to take the position. Miss Hoffsommer is now in Berea.

On recommendation of the Acting Chairman of the Personnel Committee it was:

E 76 VOTED (a) that Miss Hoffsommer's remaining in America through 1939 be approved; (b) that she be asked to repay \$936 of her furlough allowance; (c) that she be asked to begin to pay this in monthly installments after January first, 1938, the amount to be adjusted by Mr. Evans; (d) that in the event she returns to China in 1939 she will have refunds made to her of the amount repaid; (e) that her return to China will depend in part on her completion of her M.A. degree and on the situation at Ginling and in China in 1939; (f) that this recommendation be sent to Miss Hoffsommer and to Dr. Wu.

Mereb Mossman: Miss Mossman returned from Ginling after completing one year of her second term. The amount of repayment on travel, furlough, and study allowance was voted at the July 8, 1937 Executive Finance Committee Meeting of the Board of Founders to be \$792. Miss Mossman has secured a position in the Women's College of the University of North Carolina and hopes to repay her debt at the rate of \$50 a month.

On recommendation of the Acting Chairman of the Personnel Committee it was:

E 77 VOTED (a) that the board approve this repayment plan and ask Miss Mossman to begin repayment on November first; (b) that this recommendation be sent to Dr. Wu and to Miss Mossman.

9-15-37

9-15-37

Esther Rhodes: Miss Rhodes, appointed on a three year term for Music, was to sail on August 21. Her sailing was postponed to September 4 and then postponed to January. Miss Rhodes is retaining her former position and can retain it until June 1938. Miss Rhodes has shown fine self-control, patience, and thoughtfulness throughout this whole situation. She has temperament and training which should be used somewhere on the mission field.

On recommendation of the Acting Chairman of the Personnel Committee it was:

E 78 VOTED (a) that Miss Rhodes be advised to retain her American position through June; (b) that her three year appointment to Ginling be considered as beginning in the summer of 1938, but that she be free to break the contract if she wishes to do so; (c) that if China conditions make it impossible for her to go to Ginling in 1938 that she be recommended to other Boards and colleges for their consideration and that this recommendation be sent to Miss Rhodes and to Dr. Wu; (d) that the Treasurer be authorized to confer with Miss Rhodes and make such adjustment on her expenditures as may seem fair to both parties, the sum of adjustment not to exceed \$100.

Julia Shipman Dr. Shipman, on leave of absence from Mount Holyoke College, was to teach in the Geography department of Ginling in 1937-38. She reached Japan in time for the World Conference on Education in Tokyo, August 8. She is supposed to be with a Mount Holyoke friend at Kobe College. Ginling's contract calls for salary of \$864 but no travel.

On recommendation of the Acting Chairman of the Personnel Committee it was:

E 79 VOTED that Dr. Shipman be urged to secure other employment, and if she is not successful that the Treasurer be authorized to make such payments on her contracted salary as may seem fair to both parties.

Louise Shoup: In U.S.A. for the summer of 1937. Expected to return to Ginling for the year 1937-38. Miss Shoup came home for the summer, at her own expense, except that Dr. Wu promised her the steamship ticket of \$215 if she remained two years on the staff. She asked for the advance of this money this year, with the understanding that she would pay her own travel next

year. Miss Shoup is trying to secure a position in America, her sailing on August 21 having been cancelled.

On recommendation of the Acting Chairman of the Personnel Committee it was:

E 80 VOTED (a) that Miss Shoup's non-return to China in August 1937 be approved; (b) that she be asked to repay the \$215 advanced to her during this current fiscal year; (c) that if Miss Shoup should find it possible to spend a second year at Ginling at some future date that this money be refunded; (d) that we send this recommendation to Miss Shoup and to Dr. Wu.

9-15-37