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Board of Founders
Joint committee meetings
1935-1941

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GINLING COLLEGE BOARD OF FOUNDERS
JOINT MEETING OF THE EXECUTIVE AND FINANCE COMMITTEES

156 Fifth Avenue, New York City

January 17, 1935

PRESENT: Miss Hodge, Miss Priest (Field Treasurer), Mrs. Macmillan, Miss Griest, Miss Tyler, Miss Lindley, Mrs. McConnell, Mrs. Sears, Mr. Garside

EXCUSES were read from: Miss McKinnon, Mr. Carter, Miss Bender.

The meeting opened with prayer by the chairman.

E & FF 1 VOTED that the secretary be authorized to have stationery printed with such changes as shall be necessary.

The resignation of Miss Katharine Richards was presented. Owing to her recent marriage she is no longer connected with Smith College. The Committee accepted her resignation with great regret. (Miss Richards is now Mrs. Wm. W. Rockwell, of 606 West 122nd Street, New York City)

BY-LAWS

E & FF 2 VOTED that the chair appoint a committee of three to draft by-laws for the Board of Founders, the committee to consist of herself and two others. The chair appointed Miss Bender and Mrs. Sears.

CANDIDATES

In the absence of Miss MacKinnon Miss Griest reported that a request has come for a teacher of English for freshmen and practice school, language chiefly. Also a music teacher of the highest grade, and a sociology teacher for one year during a furlough.

It was the opinion of the committee that the sociology teacher should be secured in China. It was hoped that Miss Frances Root, daughter of Bishop Root, might accept the music position. If the English teacher could be secured in China it would be a great saving.

E & FF 3 VOTED that the candidate report be accepted as a report of progress.

CHARTER:

Mr. Garside reported that all the required papers are in the hands of the Regents Board in Albany and will be voted on at the January 26th meeting, that his correspondence with Dr. Horner and Dr. Cole gave grounds for hope that they would grant an absolute charter.

Charter

FINANCE

The report of the treasurer was presented.

E & FF 4 VOTED that the report of the treasurer for the first six months be accepted and appended to the Minutes.

GUARANTEED MORTGAGES

E & FF 5 VOTED that any necessary adjustment in the guaranteed mortgages held by the committee be left to the treasurer, Mr. Carter, with power in consultation with any authority on this subject whom he may choose.

Finance (Continued)

UPKEEP FUND

Upkeep Fund

E & FF 6 VOTED that the Committee express its conviction that the \$100,000 upkeep fund should be kept intact and that such loss as has to be taken in the sale of securities be absorbed by the balance of the building funds.

Miss Priest reported that the first half year shows a deficit of \$200. plus and that the forecast of the last half year is not encouraging. If the high standard of the College is to be maintained, more money must be secured both here and in China. It was the feeling of the committee that this is a very real crisis in the history of the College and must be met in a seriousness by the members of the committee.

The problem of the salary of the Chinese staff is acute and if we are to draw and hold the best Chinese faculty we must face this.

E & FF 7 VOTED that the Board approve in general the raising of the salaries of the Chinese faculty members to a par with other Christian institutions in order to hold the very highest type of teachers for Ginling. The committee expresses its hope that in the allocation of the budget the Board of Directors may find a way in which this can be done.

Because of its deep interest in this whole question the committee asks that it be kept informed both as to what is being done, and what it means to the individuals, and by way of readjustment in the budget. This might be a special project for which funds could be secured both here and in China.

MOVIES OF GINLING

Miss Priest reported that she was taking back with her a sufficient number of rolls of film for an excellent picture of Ginling. The films are the gift of Miss Griest and Miss Treudley. The committee expressed its deep appreciation.

FACULTY RESIDENCES

Miss Priest explained the crowded condition of the dormitories and the various plans for relieving this condition, especially the small houses voted by Board of Control in October. The officials have now given assurance that the new road will not cut through the campus.

MISS DJANG

The committee recorded with appreciation the report of the executives of the Associated Boards that Miss Djang Siao-sung has already rendered valuable service in the conferences held in Boston, Providence and Detroit, and that she is to be included in the speakers team for Syracuse. Her presence in New England at this time also made possible a visit to Smith College for two days, and there, through Miss Cook's hospitality, to meet the undergraduate and faculty bodies. The committee is grateful to Miss Djang for including this service to Ginling in her busy semester of final work for her degree.

MISS PRIEST'S VISIT

E & FF 8 VOTED that the committee express its deep appreciation to Miss Priest for her splendid cooperation during her furlough and her lavish expenditure of time and strength in behalf of the committee.

ASSOCIATED BOARDS

E & FF 9 VOTED that the committee express its gratitude for the help of Mrs. Macmillan and Mr. Garside during the past months when they have given much time and service to Ginling.

E & FF 10 VOTED that the College be asked to out-line several projects at various costs which might be presented to prospective donors.

E & FF VOTED that we proceed in the cultivation of Ginling's list asking cooperation from the College in sending information and letters which might be sent out from time to time to the end of making a financial appeal for Ginling.

Respectfully submitted

FLORENCE G. TYLER

Secretary

January 30 - Word has just been received from the Board of Regents that an absolute charter was granted to Ginling at their recent meeting.

Charter

MINUTES OF THE MEETING
EXECUTIVE AND FINANCE COMMITTEES
BOARD OF FOUNDERS
GINLING COLLEGE

156 Fifth Avenue, New York City

February 6, 1936

Committee Membership:

Executive Committee

*Miss Margaret E. Hodge, Chairman
Mrs. L. L. Anewalt
Miss Elizabeth Bender
*Mr. Russell Carter
Miss Rebecca Griest
Miss Grace Lindley
Miss Sallie Lou MacKinnon
Mrs. F. J. McConnell
*Miss Florence G. Tyler, ex-officio.

Finance Committee

Mrs. L. L. Anewalt, Chairman
Miss Elizabeth Bender
*Mr. Russell Carter
*Mrs. Charles H. Sears
*Miss Florence G. Tyler, ex-officio

Those whose names are starred above were present, and also Mrs. T. D. Macmillan, representing the Associated Boards for Christian Colleges in China. Excuses were received from Mrs. Anewalt, Miss Bender, Miss Griest and Miss Lindley.

The meeting opened with prayer by Miss Hodge.

The secretary reviewed the minutes of the last meeting (September 18) and they were approved. She also reviewed the minutes of the meeting of the Board of Founders (September 19).

Mrs. Macmillan reported a visit with Dr. Werner indicating good recovery. Dr. Werner has taken up a part of her work at the Biblical Seminary. She has great enthusiasm about her work at Ginling and will probably be able to do some speaking for the college.

New Members

Miss Hodge reported the acceptance by Mrs. Scott and Mrs. Cushman of membership on the Board of Founders, also the appointment of Mrs. William W. Rockwell by Smith College as Alumnae representative.

All members of the Board were requested to come to the annual meeting prepared to suggest persons to fill the three other vacancies on the Board.

Publicity

Mrs. Macmillan presented the folder being used for the Irving Wood Memorial and reported more than \$400 in receipts beyond the gift of Mrs. Wood. Mrs. Macmillan also presented an interesting outline for the Ginling leaflet which was approved by the Committee.

E 20 and F 12 VOTED that Miss Griest be asked to act as Chairman of the Publicity Committee with Mrs. Cushman and Mr. Lobenstine as members. Others to be added as the need arises.

Mrs. Macmillan spoke of the splendid tribute by Dr. Houghton of the P.U.M.C. to Ginling.

A letter from the Board of Directors was read expressing appreciation of the greeting in honor of the 20th anniversary of Ginling and Mrs. Thurston's 60th birthday.

Finances

A letter from Dr. Wu reported the following gifts made at the Twentieth Anniversary celebration:

- C.C.S. \$10,000 from Mrs. Shien Wu and her sisters for the new Infirmary.
- Renewal of the government grant.
- Scholarship gift of \$1,000.
- Starting of Endowment Fund by \$10 gift from each student.
- Thurston Scholarship Fund - \$2,000.

A letter received from Mrs. Anewalt offered her resignation as Chairman of the Finance Committee because of the fact that she lives too far away from New York and also because of additional pressure of work in her own Board.

E 21 and F 13 VOTED to accept this resignation with regret, but to continue Mrs. Anewalt on the Finance Committee.

E 22 and F 14 VOTED to transfer Mrs. Curtis Lee Laws from the Nominating Committee and to make her Chairman of the Finance Committee.

E 23 and F 15 VOTED to transfer Mrs. Charles H. Sears from the Finance Committee to the Nominating Committee.

Mr. Carter submitted the Treasurer's Report of the Board of Founders of December 31, 1935. Copy of this attached hereto.

Mr. Carter reported further difficulty in connection with the 114th Street property on which the Board holds a mortgage. It was

E 24 and F 16 VOTED to refer this to Mr. Carter with power.

Mr. Carter reported ^{inferred} plans for the reorganization of the Union Guarantee and Mortgage Company in which some of the funds of the Board of Founders are invested. He is consulting with bank investment specialists and it was

E 25 and F 17 VOTED that Mr. Carter be authorized to ~~cooperate in the reorganization of the Mortgage Company.~~ ^{make certain a consent agreement to the plan}

The question was raised about the \$5,000 promised by the Board of Founders to the college for 1934-35, of which \$2,460 has been paid or is in hand. It was agreed that further effort be made to find the balance of this amount.

The Chairman reported the receipt of a letter from Miss Priest saying that the new faculty residence was to be started in December. This will release the present faculty residence for dormitory use. Mr. Carter reported that there are funds available.

The Chairman presented the revised budget from the field for the year July 1, 1935 to June 30, 1936, which was sent under date of November 1935. It is as follows:

<u>Estimated Receipts</u>		
Cooperating boards	27,710.00	
Pledges, contributions, etc.	40,060.00	
Student receipts - college	50,822.00	
Student receipts - practice school	13,952.00	132,344.00
Amount to be raised		<u>17,446.04</u>
		149,990.04

Expenditures

Administration	17,566.60	
Operation and Maintenance	12,880.00	
Instructions.		
Salaries	60,392.44	
Departmental supplies & expense	4,865.00	
Departmental equipment	6,814.00	
Practice School	13,952.00	
Library	6,900.00	
Boarding department	19,595.00	
Student service	2,725.00	
Faculty service	3,200.00	
Contingent	<u>1,000.00</u>	149,990.04

The Chairman also presented a budget of expenses in the U.S.A. for the Board of Founders, drawn up by the Finance Committee as follows:

Audit	\$35.00	
Treasurer's Bond	50.00	
Secretarial Expense (F.M.C.)	200.00	
Postage, telegrams, cables, etc.	35.00	
Supplies & printing	75.00	
Steno. chairmen of committees	25.00	
Promotional	200.00	
Associated Boards	904.00	
Expenses annual meeting	50.00	
Sundries	<u>100.00</u>	\$1,674.00

E 26 and F 18 VOTED that this budget totaling \$1,674 be approved.

The secretary was instructed to ask for approval of these minutes from the members of the Finance and Executive Committees as there was not a quorum present. No reply by March 1, 1936 will be interpreted as approval.

Respectfully submitted,

Florence G. Tyler, Secretary

MEMORANDUM MINUTES OF MEETING
JOINT COMMITTEE ON FUTURE RELATIONSHIPS
BOARD OF FOUNDERS, GINLING COLLEGE
BOARD OF FOUNDERS, UNIVERSITY OF NANKING

Room 1101, 156 Fifth Avenue, New York, N. Y.
10:30 A.M., Thursday, April 11, 1935

From Ginling Board of Founders

- *Miss Margaret E. Hodge
- *Mrs. Charles H. Sears
- *Miss Florence C. Tyler

From Nanking Board of Founders

- Mr. J. H. Banton
- *Mr. R. E. Diffendorfer
- Dr. Courteney E. Fann
- *Mr. B. A. Garside
- *Mr. George B. Huntington

Those whose names are starred were present

Dr. Huntington was elected Chairman of the meeting. The meeting was opened with prayer.

Mr. Garside was asked to act as Secretary.

PURPOSE OF MEETING

The joint committee took note of the fact that it was meeting, in accordance with the requests of the Board of Founders of Ginling College and of the Board of Founders of the University of Nanking, to consider the best means of cooperation between these two Boards and between the institutions they represent, and to make recommendations thereon to these two Boards.

REVISION OF CONSTITUTIONS AND BY-LAWS

After reviewing the present situation as regards constitutions and by-laws of the two Boards of Trustees, it was

1-VOTED to recommend to the Board of Founders of the University of Nanking that its Constitution and its By-Laws be amended as to delete the present provisions with reference to the Ginling College Committee.

2-VOTED to take note of the fact that under its new organization it will be necessary for the Board of Founders of Ginling College to prepare a new Constitution and new By-Laws.

COOPERATION IN NANKING

After a brief discussion of the general problems which must be solved on the field, it was

3-VOTED to recommend to the Board of Founders of Ginling College and the Board of Founders of the University of Nanking:-

A. That in view of the importance of maximum cooperation between these two institutions, because of

- (1) Their close relationship to each other, through many common ties as well as through physical proximity;

- (2) The recommendations of the Council of Higher Education and of the Associated Boards with reference to the Correlated Program; and
- (3) The inadequacy of funds from Western sources for the development of these institutions along independent lines,

the two Boards of Founders commend to their respective Boards of Directors in China that a study be made of all possible ways whereby these two institutions in Nanking can maintain the closest relations, especially at such points as the following:-

- (1) The mutual use of educational facilities, including staff, equipment, and physical plant.
- (2) The establishment of joint committees on the development of curricula and courses of study to meet conditions as they arise in China.
- (3) The arrangement of such joint functions between the two institutions as will promote friendship and understanding and give to the Chinese public evidence of their essential unity.
- (4) The study of the bearing of the separate existence of these two institutions on the development of co-education in the University of Nanking.

In order to accomplish these and other forms of cooperation, we recommend that there be a joint standing committee of the Boards of Directors on cooperation between the two institutions.

- B. That there be also a joint standing committee of the Boards of Founders on cooperation between the two institutions; that each Board of Founders elect to its membership two members from the Board of Founders of the other institution, with the recommendation that the President of the Board of Founders shall in each case be one of these two members; that these four members be the joint standing committee of the Boards on cooperation between the two institutions; and that the Secretaries of the two Boards be ex-officio members of this joint committee on cooperation, and that each be privileged to attend the meetings of the other Board of Founders.

B. A. GANSINE
Acting Secretary

5/12/36

BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance - Promotion Committees

156 Fifth Avenue

May 1, 1936

Executive Committee

*Miss Margaret E. Hodge, Ch.
Mrs. L. L. Anewalt
*Mr. Russell Carter
*Miss Rebecca Griest
Miss Grace Lindley
Miss Sallie Lou MacKinnon
Mrs. F. J. McConnell
Miss Florence G. Tyler
Miss Elizabeth Bender

Finance Committee

Mrs. Curtis Lee Laws, Ch.
Miss Elizabeth Bender
*Mr. Russell Carter
Miss Florence G. Tyler

Promotion Committee

*Miss Rebecca W. Griest, Ch.
Mrs. James Cushman
*Rev. E. C. Lobenstine
*Mrs. T. D. Macmillan

*Members in attendance.

The meeting was opened with prayer by Mr. Carter.

United Christian Missionary Society - membership.

Miss Griest reported that the United Christian Missionary Society made the original required appropriation to the Board of Founders and that, while they had not kept up the full payments, yet owing to the financial stringency most of the boards had cut their appropriations. It was decided therefore that the United Christian Missionary Society is entitled to another representative and it was -

E 28, F 19, VOTED that Mrs. Emory Ross be made a full voting member of
P 1 the Board.

Visit of Dr. Wu. It was reported that Dr. Wu would arrive at Vancouver on May 19 and would sail for England from New York on the 29th. Plans for her time here were discussed. It was decided that a message be sent to her to come straight to New York and that a meeting of the Board of Founders be called while she is here. Details of her trip were left to the Promotional Committee in consultation with the Chairman.

E 29, F 20, VOTED that the Board of Founders entertain Dr. Wu while she
P 2 is in New York and that Dr. Mott be so notified.

Finances. In connection with the recommendation made by Mr. Carter to the Board of Founders that the financial matters of the Board of Founders be handled by the Associated Boards, it was

E 30, F 21, VOTED that Mr. Carter be asked to investigate the possible
P 3 cost of so handling the Finances, and that the transfer be effected if satisfactory financial arrangements can be made.

Mr. Carter reported that there would be an item of ^{possibly} \$400 expense connected with the 114th Street property for legal services.

Promotion. Plans for getting backing for permanent funds were then discussed and the hope was expressed that there might be some plan launched at a not far distant date. Any such plan should be large enough to make a real appeal. It was

E 31, F 22, VOTED that the Ginling Board of Founders include in the promotional program of the Associated Boards an appeal for \$300,000
P 4 endowment fund to be raised over a period of three years.

E 32, F 23, VOTED that the Ginling askings for 1936-37 to the Associated
P 5 Board budget of next year be \$10,000.

Miss Griest was urged to take time in the fall to present Ginling in the Southern colleges. It was decided that an effort be made to put it before the various mission boards as follows:

- United Christian Mrs. Roys
- Reformed Mrs. Anewalt
- Baptist Mrs. Sears
- Presbyterian Miss Hodge to see about regional meetings.
- Methodist Mrs. McConnell
- Community churches

~~Mrs. Cushman will arrange for Dr. Wu to see Mrs. Willard Straight in London.~~

Medical Examination. Miss Tyler was asked, following our regulation, to have medical examinations made on Miss Kirk and Miss Mossman before their return and also to have medical examinations of all faculty members on arrival home. Miss Hoffseimer, Miss Haight, and Miss Whitmer will arrive before fall.

Promotional Report.

\$2,420.50 realized from new activities.
1, 868.00 for Wood Memorial.
Appeals which gave just one week were very effective.
It is time now for follow-up of this list of about 3,000 names.

Respectfully submitted,

Rhoda B. Lawrence

and

Florence G. Tyler, Secretary

7/1/36.

BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance - Promotion Committees

156 Fifth Avenue

June 29, 1936.

Executive Committee

- *Miss Margaret E. Hodge, Ch.
- Mrs. L.L. Anewalt
- Mr. Russell Carter
- *Miss Rebecca Griest
- Miss Grace Lindley
- *Miss Sallie Lou MacKinnon
- *Mrs. F.J. McConnell
- *Miss Florence G. Tyler
- Miss Elizabeth Bender

Finance Committee

- Mrs. Curtis Lee Laws, Ch.
- Miss Elizabeth Bender
- Mr. Russell Carter
- *Miss Florence G. Tyler

Promotion Committee

- *Miss Rebecca W. Griest, Ch.
- Mrs. James Cushman
- *Rev. E.C. Lobenstine
- *Mrs. T.D. MacMillan

*Members in attendance.

The meeting was opened with prayer by Mrs. MacMillan

Candidates

Miss Louise Shoup who had been interviewed by Miss MacKinnon was presented to the Committee. Miss Shoup was being considered for the position in the English Department. After Miss Shoup left her qualifications were reviewed by the Committee and Miss MacKinnon

33 24
E 32, F 26,
P 5 0

RECOMMENDED the appointment of Miss Louise Shoup of Los Altos, California, A.B. Leland Stanford cum laude, University of Geneva two years study, M.A. Columbia and a summer school of study at Stanford, for a position in the English Department at Ginling for one year. This was approved by the committees, the salary to be \$864.00 a year and Miss Shoup to pay her traveling expenses both ways.

Miss MacKinnon then

34 25
E 33, F 24,
P 6.7

RECOMMENDED the appointment of Mrs. Rhead, head of the Department of Music, University of Michigan for a position in the Music Department of Ginling for one year. This appointment was approved, the salary to be \$864.00 a year and Mrs. Rhead to pay her own traveling expenses both ways. It was understood that the salaries for these two people are not to be subject to adjustment of exchange.

In view of the fact that Miss Haight is staying at the college another year, the board did not feel that the budget would allow the sending of another person for the Physical Education Department.

35 26
E 34, F 25,
P 7.8

VOTED that the matter of the wording of ^{the} "Agreement" for these one year candidates be left to Miss Griest, Mrs. Sears, and the chairman.

- 2 -

Miss Griest reported that she, Dr. Wu and Miss Hodge considered carefully the letter from Miss Mossman suggesting that she might not be able to return to Ginling for the full term. Dr. Wu reported many members in the class of 1937 depending on Miss Mossman's return to complete their sociology major and it was

³⁶ 27
E 36, F 26,
P 8, 9

VOTED that Miss Mossman be asked to return to Ginling in the summer of 1936 and that her travel expenses and full salary be paid. If Miss Mossman is obliged to leave in the summer of 1937 there shall be the regular adjustment on furlough allowances and travel expense, payments on the adjustment to be deferred until Miss Mossman has secured a salaried position in the U.S.A. For her information a statement of the amount and conditions of refund to be worked out, at the earliest possible date by Miss Griest and Miss Hodge.

Mrs. Thurston. In accordance with the agreement reached by the Board of Founders and the Associated Boards for Christian Colleges in China in regard to the promotional campaign, it is understood that Mrs. Thurston's services after her arrival in America will be available for and under the direction of the Associated Boards for Christian Colleges in China and the Committee on Promotion of the Board of Founders.

Promotion Committee. Miss Griest reported on the conference conducted by Mr. and Mrs. Dewitt Baldwin at Lisle, New York where twenty-eight college students came together for a week of study as to how they could put new missionary interest into the communities around Lisle. Miss Griest and Mrs. MacMillan visited this conference with the Ginling film which is to be used in the work in this vicinity. They also attended the young women's conference at Northfield where interest was expressed in the film and desire expressed to have the film shown in the schools represented. Mrs. MacMillan reported the alumnae activities at Smith College where Mrs. Morrow made the speech on Ginling. Hope was expressed that Mrs. Morrow's speech might be made available for publicity purposes.

³⁷ 28
E 36, F 27
P 9, 10

VOTED that Mrs. Morrow be asked to be a member of Ginling College Board of Founders.

Mrs. McConnell reported that Mrs. James would like to defer her decision about membership on the Board until fall.

Finance. Mrs. MacMillan reported between Two and Three Thousand Dollars of new money for the year but as the treasurer's books will not be closed until the end of the week no definite financial report could be made.

Committees. The appointment of committees for 1936-37 having been left to the Executive Committee with power, the following committees were appointed:-

Executive Committee

Miss Margaret E. Hodge, Chairman
Mrs. L. L. Anewalt
Miss Elizabeth Bender
Miss Rebecca Griest
Miss Grace Lindley
Miss Sallie Lou MacKinnon
Mrs. F. J. McConnell
Miss Florence G. Tyler
Ex-officio

Finance Committee

Mrs. L. L. Anewalt, Chairman
Miss Elizabeth Bender
Mr. Russell Carter
Mrs. Charles H. Sears
Miss Florence G. Tyler
Ex-Officio

Personnel Committee

Miss Sallie Lou MacKinnon, Chairman
Miss Rebecca Griest
Dr. Ralph Harlow
Mrs. F.J. McConnell
Mrs. Charles H. Sears
Miss Margaret Hodge,
Ex-officio

Nominating Committee

Mrs. F.J. McConnell, Chairman
Mrs. Curtis Lee Laws
Miss Lela Taylor

Educational Advisory Committee

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

Committee Cooperating with
University of Nanking

Dr. John H. Edwards
Miss Margaret E. Hodge
Mrs. F.J. McConnell
Dr. Robert E. Speer

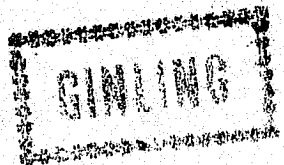
Committee on Promotion

Miss Rebecca Griest, Chairman
Mrs. James Cushman
Mrs. T.D. MacMillan
Mr. E.C. Lobenstine

Respectfully submitted,

Florence G. Tyler, Secretary.

2/3/37



BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance - Promotion Committees

156 Fifth Avenue

January 27, 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

- Mrs. Francis J. McConnell, Chairman
- Mrs. L. L. Anewalt
- *Mr. Russell Carter
- *Mr. C. E. Evans
- *Mr. B. A. Garside
- *Mrs. Emory Ross
- *Miss Florence G. Tyler

Promotion

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

*In attendance

The meeting opened with prayer by Mrs. Sears.

The minutes of the called meeting of the Board of Founders on January 7 at Asbury Park were read and approved.

Dr. Wu's Letter. Miss Tyler then read a four page letter from Dr. Wu which will be appended to these minutes, explaining the actions of the Executive Committee of the Board of Directors at its meeting in November 1936.

Finances Mr. Evans then presented a financial statement of the funds held by the Board of Founders, as follows:

PLANT AND INVESTMENT FUNDS - JANUARY 1, 1937

Investments		\$116,992.20
Real Estate Owned		27,861.66
Cash on hand 1/1/37		4,438.56
		<u>\$149,292.42</u>
Less Depreciation on Bonds	\$3,494.70	
<u>Estimated Losses on Mortgages:</u>		
1412-14 Bronx River Road	10,000.00	
321 East 114th Street, N.Y.C.....	17,000.00	
40 Lincoln Road, Brooklyn (ctfs.).....	1,125.00	
2958 Jerome Avenue, Bronx	1,000.00	
219 West 142nd Street, N.Y.C.	1,200.00	
3042 Kingsbridge Terrace, Bronx	600.00	
265 East 235th Street, Bronx	1,000.00	
		<u>35,419.70</u>
		<u>\$113,872.72</u>

GINLING BONDS

<u>Amount</u>	<u>Security</u>	<u>Cost</u>	<u>Market 1/7/37</u>	<u>Market Value 1/7/37</u>
5,000	American P & L 6/2016	3,164.86	102-7/8	3,086.25
5,000	Central of Georgia Rwy, 5/45...	5,068.75	32	1,600.00
1,000	Delaware & Hudson 5 1/2/37.....	1,018.22	100-3/8	1,003.75
5,000	Federal Lt. & Tr. 6/42	5,150.00	102 1/8	5,106.25
5,000	Missouri-Kans,-Texas 5/62.....	4,935.00	84-1/4	4,212.50
10,000	N.Y. Central Rwy. 5/2013	9,853.05	101 1/4	10,125.00
3,750	N.Y. Chicago & St. L. 6/38	5,852.50	98-1/2	3,693.75
4,000	U.S. Rubber Co. 5/47	3,550.02	106-3/4	4,270.00
		36,592.20		33,097.50
		<u>33,097.50</u>		
		3,494.70		

CAPITAL FUNDS

Permanent Property Upkeep Fund	100,798.25
Permanent Equipment Account Building Fund	37,885.68
Property Insurance Fund	2,500.00
Irving Francis Wood Fund	1,990.10
Methodist Scholarship Fund	1,000.00
Georgia Grace Thomas Memorial Fund	475.00
\$300,000 Endowment Fund	<u>4,916.30</u>
	149,565.33
Building Fund	37,885.56
Less Estimates Losses	<u>35,419.70</u>
Balance Available	2,465.98

E 38, F 29, VOTED 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.

E 39, F 30, VOTED that the funds in hand be allocated as follows:
P 12

Permanent Property Upkeep Fund	\$100,000.00
Permanent Equipment Account Building Fund	3,264.23
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).....	<u>4,916.30</u>

E 40, F 31, VOTED that the action of the field in stabilizing the exchange at the prevailing rate, be approved.
P 13

E 41, F 32, VOTED that a letter be sent to the field explaining the finan-
P 14 cial situation, the depreciation both in bond and mort-
gage investment which with the call for \$5,200 to complete
the authorized building program wipes out the building fund and leaves a lit-
tle less than \$100,000 for property upkeep fund which both Founders and Direc-
tors are eager to keep intact.

E 42, F 33, VOTED that cable be sent to the field regretting that there is
P 15 no money available for the house for unmarried men ^{FOR} which
request has been made for 12,000 C.S.C.

E 43, F 34 VOTED that the Secretary be asked to request that the minutes
P 16 of the Executive and Finance Committees of the Board of
Directors be numbered as are the minutes of the Board of
Directors.

E 44, F 35 VOTED that a letter of appreciation be sent to the Alumnae for
P 17 their wonderful response to the needs of the college.

Promotion Miss Griest presented the very real need at this time of further
and more intensive cultivation for Ginling. Another dormitory
is needed for the college and there seems to be a possibility of
getting funds at this time if there could be some person at work who really
understands the needs of the college and feels them deeply. On recommenda-
tion of the Committee on Promotion it was:

E 45, F 36, VOTED that Mrs. Thurston be asked to spend a second year in
P 18 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.

Miss Griest reported that the full Ginling list of 4,200 people has
been sent a letter from Dr. Wu attractively printed, and that a pledge card
was enclosed to all those who have not given to Ginling in the last few years.

The Committees expressed their gratitude to the China College office for
its splendid cooperation in this and other Ginling work.

Minutes of the Executive-Finance Committee of the Board of Directors. Care-
ful attention was given to these minutes and deep interest expressed in the
many actions taken at that meeting.

Audit of Account The Committees noted the audit received January 4, 1937
for the accounts of the college 1935-36 and the revised
budget 1936-37.

Respectfully submitted,

Florence G. Tyler, Secretary

4/20/37

INCOME FROM MISSION BOARDS FOR GINLING COLLEGE OVER A PERIOD OF TEN YEARSFiscal Year July 1 - June 30

<u>Board</u>	<u>1926-27</u>	<u>1927-28</u>	<u>1928-29</u>	<u>1929-30</u>	<u>1930-31</u>
Women's American Baptist	1,500.00	1,500.00	1,500.00	2,000.00	2,000.00
Women's M. E. North	2,500.00	2,500.00	3,125.00	1,875.00	3,125.00
M. E. South	2,593.00	1,762.50	2,187.50	1,687.50	3,125.00
Presbyterian Board of Foreign Missions	2,500.00	2,500.00	2,500.00	2,817.50	3,750.00
Protestant Episcopal Reformed	1,407.87	1,250.00	625.00	625.00	-----
Smith Alumnae Smith Community Chest	2,245.80	1,730.10	4,901.00	2,889.25	3,300.34
	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
U.C.M.S.	1,398.00	1,358.70	1,390.68	311.25	1,500.00

* * * * *

<u>Board</u>	<u>1931-32</u>	<u>1932-33</u>	<u>1933-34</u>	<u>1934-35</u>	<u>1935-36</u>	<u>1936-37*</u>
Women's American Baptist	2,000.00	2,000.00	2,225.00	1,275.00	2,410.00	1,500.00
Women's M. E. North	1,875.00	2,312.50	2,187.50	1,312.50	2,625.00	1,750.00
M. E. South	1,875.00	2,500.00	2,900.00	2,350.00	4,050.00	3,650.00
Presbyterian Bd. of For. Missions	3,750.00	3,656.25	3,281.25	4,300.00	3,000.00	3,000.00
Protestant Episcopal	-----	-----	-----	-----	100.00	-----
Reformed	1,000.00	1,172.00	1,950.00	1,200.00	500.00	500.00
Smith Alumnae Smith Community Chest	2,219.85	1,968.27	1,821.00	1,350.50	1,696.00	1,601.00
	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
U.C.M.S.	1,375.00	937.50	750.00	750.00	750.00	750.00

*Approximately

Made up by Mr. Evans 2/5/37

4/28/37

BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance Committees

156 Fifth Avenue

April 23, 1937

Membership

Executive Committee

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

Finance Committee

- *Mrs. F. J. McConnell, Ch.
- Mrs. L. L. Anewalt
- Mr. Russell Carter
- *Mr. C. A. Evans
- *Mr. B. A. Garside
- *Mrs. Emory Ross
- *Miss Florence G. Tyler

*In attendance

The meeting opened with prayer by Miss Tyler.

Minutes - Board of Directors. The minutes of the Board of Directors, which had just come from the field, were read and contents carefully noted.

Finances The financial prospects of the year were then discussed. In view of the endowment and current funds raised through the China Colleges office and the promotional cost which is distributed on a pro rata basis among the colleges receiving those funds, it seemed likely that the amount to be sent to the field this year would not exceed the amount projected in the 1936-37 budget.

American Budget The American budget for Ginling for the promotional work of the Board and for other incidental expense was discussed and the following budget for 1937-38 prepared:

Administrative Expense

Audit	\$35.00
Treasurer's Bond	12.50
Foreign Missions Conference for secretarial expense and postage	200.00
Postage, telegraph, cable, supplies, etc.	125.00
Administrative Expense - China Colleges	100.00
Treasurer's Expense - China Colleges	500.00
Annual Meeting	50.00

Promotional Expense

China College promotion	904.00
Travel and expense for volunteer help	1,200.00
Travel and expense for faculty help	1,200.00
Promotion and publicity	800.00
Postage and supplies	200.00

TOTAL \$5,326.50

APR 23 1937

E 46, F 38 VOTED that this budget be accepted by the committee and referred to the annual meeting of the Board of Founders for adoption.

COLLEGE BUDGET

E 47, F 39 VOTED that the Finance Committee recommend 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.

E 48, F 40 VOTED that the Finance Committee recommend 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:

1. <u>Mission Boards</u>			
Baptist		\$1,500.00	
Methodist South		3,400.00	
Presbyterian		3,000.00	
Reformed		500.00	
United Christian Missionary Soc.		750.00	
Women's Foreign Missionary Society - Methodist		1,750.00	
Smith College Alumnae		2,000.00	
Smith College Community Chest		<u>4,000.00</u>	\$16,900.00
2. <u>Investment Income</u>			
Methodist Scholarship Fund	\$	23.45	
Irving Frances Wood Endowment		48.02	
Georgia Grace Thomas Memorial		11.54	
General Endowment Fund		320.86	
Property Upkeep Fund		3,318.38	
Rohrman Fund		<u>50.00</u>	3,772.25
3. <u>Special</u>			
Crescent Avenue Church	\$	175.00	
Day of Prayer Offering		800.00	
Special Gifts for Current Budget		<u>3,000.00</u>	<u>3,975.00</u>
			\$24,647.25
Less Board of Founders Budget			<u>5,326.50</u>
			\$19,320.75

SALARIES

E 49, F 41 VOTED 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 be studied in the hope that there may be in the near future a uniform scale of salaries.

Respectfully submitted,

Florence G. Tyler, Secretary

SEE PAGE 4
FOR COMMITTEES
FOR THE COMING YEAR

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, 1998 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.

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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.

JUN 18 1937

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

<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	2,317
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

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

Nominating Committee

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

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

JUN 18 1937

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

Glasses of Membership

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

JUN 18 1937

	<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

7/16/37

BOARD OF FOUNDERS - GINLING COLLEGE

Executive and Finance Committees

156 Fifth Avenue

July 8, 1937

Membership:

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

*In attendance

The minutes of the last meeting were read and approved:

Finances The Treasurer gave a resume of the cash received and expenditures as of June 30 covering the entire year, the total cash received amounting to \$25,030.97. As definite action had not been taken on the amount to be sent to the field, due consideration was given, and it was:

E 66, F 58 VOTED that \$19,000 be sent to the field treasurer to cover the appropriation for the fiscal year 1936-37.

It was noted that the total cost of Ginling promotion in the Associated Boards for the past year amounted to \$4,932. This was after giving Ginling credit for undesignated gifts of \$871 and allowing for supervisory costs, plus \$1,890. approved in the budget for promotional expenses.

It was reported that at the meeting of the Associated Boards' Promotion Committee further adjustments were made reducing the share of Ginling to \$4,343. As a result, the total figure for closing the promotional expenses for the year, including printing and other publicity material, would amount to \$7,147.42, producing a deficit of \$2,022.96. It was, however,

E 67 F 59 VOTED to accept the charge of \$4,343 as representing the Associated Boards' adjustment upon Ginling promotional costs for the year 1936-37.

Promotion Miss Griest, as Chairman of the Promotion Committee, reported that a total of \$39,241.91 was secured in cash and pledges for Ginling during past year divided as follows:

<u>Irving F. Wood Endowment</u>	1935-36	\$1,847.10	
	1936-37	<u>231.00</u>	\$2,078.10
<u>Georgia Thomas Book Fund</u>	1935-36	\$160.00	
	1936-37	<u>340.00</u>	500.00
<u>General Endowment</u>	1935-36	\$1,000.00	14,204.40
	1936-37	<u>13,204.40</u>	
<u>Sociology Endowment</u>			
	1936-37 Southern Methodist	\$10,000.00	
	From Southern Methodist		
	for capital use Sociology	<u>5,000.00</u>	<u>15,000.00</u>
	<u>Total Capital Receipts</u>		\$31,782.50
	<u>Current Receipts</u>		<u>7,459.41*</u>
	<u>Total</u>		\$39,241.91

*Of this \$1,400 was budged to come from Smith Alumnae.

<u>Pledges</u>	Endowment	\$2,196.00	
	Current	<u>150.00</u>	\$2,346.00

This was the largest amount secured by any of the colleges during the past year and according to the rules laid down by the Promotion Committee of the Associated Boards for the distribution of the costs of promotion a heavy share of the promotion costs fell upon Ginling.

It was generally recognized that this amount was secured through the efforts of Miss Griest and her committee and that aside from the valuable assistance of Mrs. Macmillan and general office service little help came from the Associated Boards' promotional set-up.

The \$15,000 given by the Methodist Episcopal Church, South, greatly increased the total receipts and it seemed hardly fair that this amount be subject to promotional costs as it was a spontaneous response to Ginling's need and was not solicited by the Promotional Department.

Taking all these things into consideration the Promotion Committee of the Associated Boards made adjustments reducing the total amount of Ginling's apportionment of the costs to \$6,118. Ginling's share of undesignated gifts to the Associated Boards was \$871, which reduced the amount to \$5,247, on which \$904 has already been paid.

One year of experience raises many questions as to the wisdom of the apportionment of costs for 1937-38. It was therefore:

E 68 F 60 VOTED that the Associated Boards be asked to reconsider the principles of apportioning costs in the promotional department, including the regulations on undesignated gifts and individual costs.

JUL 8 1937 (37)

- 3 -

Deep appreciation of the work of Miss Griest and her committee was expressed.

E 69 F 61 VOTED that the Associated Boards of China Colleges be asked to carry Ginling's deficit of \$2,022.96 promotional expense until other provision can be made for it.

Building Rules In view of the haste required in the erection of the Classroom Building of the Practice School at Ginling if the application to the Boxer Indemnity Fund for funds is granted, on request from the field it was:

E 70 F 62 VOTED that the ruling that plans for all buildings at Ginling be submitted to the Board of Founders before the contracts are let, be waived in this case.

Miss Mossman In view of the fact that Miss Mossman is to return to America this summer at the end of one year's service it was:

E 71 F 63 VOTED that in accordance with the action taken by the committee on June 29 the agreement made by Miss Hodge with Miss Mossman before her return to the field be approved and that her obligations to the Board be considered as follows:

One-half travel	\$300.	
One-half home allowance	<u>492</u>	\$792

It is understood that payments on this amount will not begin till after Miss Mossman has secured a position in America.

Respectfully submitted,

Florence G. Tyler, Secretary

1/19/38

BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance Committees

156 Fifth Avenue

December 1, 1937

Membership

Executive Committee

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

Finance Committee

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

*In attendance

The meeting opened with prayer by Miss Hodge.

The minutes of the last meeting were approved as sent out.

Dr. Lobenstine reviewed the changing situation in China, which makes any prophecy as to what is ahead impossible.

Cable to Miss Vautrin Feeling that Dr. Wu might be in grave danger as events progress the Chairman reported the following cable sent via the State Department to Miss Vautrin and the report of its receipt and transmission to Miss Vautrin.

"Minnie Vautrin, Ginling College, Nanking, China
 "Cannot impress too strongly upon you our conviction your most important duty is to arrange personal safety of President Wu even though you must insist upon her leaving campus and city.
 (Signed) Board of Founders."

E 86, F 64 VOTED that the Committees approve the sending of this cable.

Finances Grave concern was expressed over the salary cuts recorded in the letter of October 30 from Miss Priest.

Miss Griest spoke of Mrs. Thurston's suggestion that we underwrite the restoration of the salaries of those teaching for the college to 100 per cent. and of those who are at present unemployed but are on call to 50 per cent. of their previous salaries. This would mean an addition to the present budget of approximately \$4,750 U.S.C.

The records show four Americans in China on the Ginling payroll (Misses Chester, Sutherland, Vautrin, and Kirk) and three Americans in the west on furlough salary (Mrs. Thurston, Misses Graves and Loomis).

Miss Griest stated that Dr. Shipman has written that she is willing to release the Ginling Board from any further financial obligation in consideration of the \$200 paid her by the Board.

E 87, F 65 VOTED that the Committees accept Dr. Shipman's offer and convey to her the deep appreciation of the Board for her generosity.

Miss Ettie Chin who was under contract from the field is still in Hongkong and so far unable to get work. A gift has been received of \$200 from a Smith College graduate toward Miss Chin's salary.

E 88, F 66 VOTED that the \$200 special gift from a Smith College alumna for Ettie Chin's salary be designated for that purpose; that this be considered in addition to the \$2,000 budgeted from Smith and thereby exempt from sharing in the Associated Board's promotional costs; that Miss Wu be informed by Mr. Evans of the gift; and that he send the money to Miss Chin at Hongkong.

E 89, F 67 VOTED that we recognize that in this emergency the adjustment of ^{all} salaries should rest with the Board of Directors, subject to the approval of the individuals concerned.

E 90, F 68 VOTED that we present to the Promotion Committee of the Associated Boards a statement of the emergency needs of Ginling 1937-38.

Emergency Budget The Committees then considered the items in corrected form which will have to be raised outside of regular assured income. The following statement was worked out by Mr. Evans, Miss Griest, and Mrs. McConnell at the request of the Committees:

1936-37 Deficit on Field (\$12,765.21 @ 30¢).....	\$2,829.56
1937-38 Anticipated Field Deficit (\$10,945.10 @ 30¢).....	3,283.53
1936-37 Promotional Deficit in U.S.A.....	2,022.00
Amount to be raised by Founders for 1937-38 budget...	8,000.00
Salary cuts to be restored.....	4,506.92
Promotional Costs 1937-38 (estimated).....	3,000.00
Emergency Need (Due to war).....	5,000.00
Chinese Government Grant (included in revised budget, but doubtful if it can be paid).....	3,600.00
	<u>\$33,242.01</u>

Moving Dr. Wu has raised the question as to whether, if it seems wise to move away from Nanking, the Board of Founders is ready to underwrite moving expenses, probably a sum around \$15,000 to \$20,000 C.C.S. Dr. Wu further asks for advice on the subject of moving. Dr. Wu has opened negotiations with Chentu as to the possibility of going there.

E 91, F 69 VOTED that we express to the Chairman of the Executive Committee of the Associated Boards our sense of the great urgency of calling representatives of the colleges particularly concerned to discuss the formulation of some uniform policy in regard to the colleges in the East China area.

E 92, F 70 VOTED that the committees commend the college for the splendid spirit shown and Dr. Wu for the statesmanlike manner in which she has carried on the responsibilities of the college during this semester.

The Secretary was instructed to write Dr. Wu that we hoped to have early consultation with other colleges as to future policy and in the meantime we rely on the continued wisdom and good judgment of Dr. Wu and the Board of Directors.

Field Property Deficits Consideration was given to the items in Dr. Wu's letter of October 30 bearing upon the property deficits amounting to LC\$21,076.48, plus a loan on land investments of LC\$20,000.

Both situations were discussed very thoroughly and sympathetically, and it was

- E 93, F 71 VOTED to notify the field
- a. that it is with deep regret we find no funds are available at the present time for property expenditures, with the exception of the Upkeep Fund (which the field has requested to be kept intact), and upon which, under existing circumstances, it seems inadvisable to draw;
 - b. that we would inquire if they wish the Board of Founders to reconsider the above policy;
 - c. that it is the sincere hope of the committees, either that the banking moratorium will not permit of foreclosure on the property, or that an extension of the loan may be secured;
 - d. that it is our judgment that it is almost impossible to secure funds for such a purpose at the present time.

Sale of 1412-14 Bronx River Avenue Property The Treasurer stated that the property located at 1412-14 Bronx River Avenue had been sold, and offered the following motion for adoption. It was:

E 94, F 72 VOTED that the Treasurer, C. A. Evans, be authorized to sell the property located at 1412-14 Bronx River Avenue, and execute the deed conveying this property to Ida Redbord.

Allocation of Promotional Charges An extract from the minutes of the Executive and Promotional Committees of the Associated Boards on November 22 was presented. It was felt that further detailed study should be given to this situation covering the allocation of promotional costs for 1937-38.

There was general disagreement with the suggested changes as not satisfactorily meeting the situation. It was

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E 95, F 73 VOTED to disapprove of action EP-715 of the Associated Boards wherein promotional costs are allocated on the basis of new gifts or increases of old gifts, but that hearty accord be given to the resolution recommending the continuance of a committee to study the situation more in detail and to report at an early date.

The question as to the participation of Smith College gifts in the allocation of costs was raised, and it was

E 96, F 74 VOTED that it is the understanding that gifts from the Smith College group for the support of Ginling College be exempt from promotional costs.

Former and Furloughed Faculty Gift to Ginling College A special appeal letter went early in November to the former and furloughed staff now in this country. This plea was made on the basis of the cuts in faculty salaries and is for help in removing the cuts. Twenty-three have contributed to this a sum of \$3,222.00. This includes \$820 which Mrs. Thurston has pledged. It represents ten months of her home allowance during the current year.

e 97, F 75 VOTED that all the money given by former and furloughed staff members be sent to the field for faculty salaries and be considered outside the present promotional campaign and its costs.

Respectfully submitted,

Florence G. Tyler, Secretary

1/19/38

BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance Committees

156 Fifth Avenue

December 1, 1937

Membership

Executive Committee

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

Finance Committee

Mrs. Francis J. McConnell, Ch.
Mrs. L. L. Anewalt
*Mr. C. A. Evans
*Dr. E. C. Lobenstine
*Miss Florence G. Tyler

*In attendance

The meeting opened with prayer by Miss Hodge.

The minutes of the last meeting were approved as sent out.

Dr. Lobenstine reviewed the changing situation in China, which makes any prophecy as to what is ahead impossible.

Cable to Miss Vautrin Feeling that Dr. Wu might be in grave danger as events progress the Chairman reported the following cable sent via the State Department to Miss Vautrin and the report of its receipt and transmission to Miss Vautrin.

"Minnie Vautrin, Ginling College, Nanking, China

"Cannot impress too strongly upon you our conviction your most important duty is to arrange personal safety of President Wu even though you must insist upon her leaving campus and city.
(Signed) Board of Founders."

E 86, F 64 VOTED that the Committees approve the sending of this cable.

Finances Grave concern was expressed over the salary cuts recorded in the letter of October 30 from Miss Priest.

Miss Griest spoke of Mrs. Thurston's suggestion that we underwrite the restoration of the salaries of those teaching for the college to 100 per cent. and of those who are at present unemployed but are on call to 50 per cent. of their previous salaries. This would mean an addition to the present budget of approximately \$4,750 U.S.C.

The records show four Americans in China on the Ginling payroll (Misses Chester, Sutherland, Vautrin, and Kirk) and three Americans in the west on furlough salary (Mrs. Thurston, Misses Graves and Loomis).

Miss Griest stated that Dr. Shipman has written that she is willing to release the Ginling Board from any further financial obligation in consideration of the \$200 paid her by the Board.

E 87, F 65 VOTED that the Committees accept Dr. Shipman's offer and convey to her the deep appreciation of the Board for her generosity.

Miss Ettie Chin who was under contract from the field is still in Hongkong and so far unable to get work. A gift has been received of \$200 from a Smith College graduate toward Miss Chin's salary.

E 88, F 66 VOTED that the \$200 special gift from a Smith College alumna for Ettie Chin's salary be designated for that purpose; that this be considered in addition to the \$2,000 budgeted from Smith and thereby exempt from sharing in the Associated Board's promotional costs; that Miss Wu be informed by Mr. Evans of the gift; and that he send the money to Miss Chin at Hongkong.

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Salary cuts to be restored.....	4,506.92
Promotional Costs 1937-38 (estimated).....	3,000.00
Emergency Need (Due to war).....	5,000.00
Chinese Government Grant (included in revised budget, but doubtful if it can be paid).....	3,600.00
	\$34,842.01

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Both situations were discussed very thoroughly and sympathetically, and it was

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e 97, F 75 VOTED that all the money given by former and furloughed staff members be sent to the field for faculty salaries and be considered outside the present promotional campaign and its costs.

Respectfully submitted,

Florence G. Tyler, Secretary

4/21/38

BOARD OF FOUNDERS - GINLING COLLEGE

Executive - Finance Committees

156 Fifth Avenue

February 17, 1938

Membership:

Executive Committee

- *Miss Margaret E. Hodge, Ch.
- *Mr. C. A. Evans
- *Mms. James S. Cushman
- *Miss Rebecca W. Griest
- Dr. S. Ralph Harlow
- *Miss Grace Lindley
- *Dr. E. C. Lobenstine
- Mrs. F. J. McConnell
- *Miss Florence G. Tyler
- Mrs. Charles H. Sears

Finance Committee

- Mrs. F. J. McConnell, Ch.
- Mrs. L. L. Anewalt
- *Mr. C. A. Evans
- *Dr. E. C. Lobenstine
- *Miss Florence G. Tyler

The meeting opened with prayer by Mrs. Cushman.

Finance Mr. Evans, The Treasurer, then presented the budget of the college as set up at three different times on the field. This was given merely as information as follows:

COMPARATIVE STUDY OF BUDGETS FOR 1937-38

	Budget	First Revised Budget 10/1/37	Second Revised Budget 12.31/37
<u>RECEIPTS</u>			
Cooperating Boards.....	63,190.00	63,190.00	63,190.00
Pledges, contributions, gifts...	33,980.50	30,653.00	30,230.50
Student Fees:			
College.....	62,200.00	-	-
Practice School.....	13,524.00	-	-
Totals.....	172,694.50	93,843.00	93,420.50
Balance to be raised before			
6/30/38...	28,959.90	10,945.10	12,385.60
	20.,654.40	104,788.10	105,806.10

EXPENDITURES

Administration.....	28,467.00	17,111.50	16,628.50
Operation and Maintenance.....	14,310.00	10,020.00	10,020.00
Instruction:			
Salaries of Instruction	96,163.60	47,232.80	48,326.80
Dept. Supplies and Expenses..	5,645.00	2,000.00	2,000.00
Department Equipment.....	2,900.00	2,200.00	2,200.00
Practice School.....	13,500.00	1,150.00	1,150.00
Library.....	8,990.00	5,790.00	5,211.00
Non-Instructional:			
Boarding Department.....	21,840.00	9,560.00	9,646.00
Student Service:			
Medical.....	2,520.00	280.00	280.00
Appointment Committee.....	350.00		
Faculty Service.....	6,968.80	6,568.80	6,568.80
Emergency Items.....		2,875.00	3,775.00
	<u>201,654.40</u>	<u>104,788.10</u>	<u>105,806.10</u>

The treasurer then presented the anticipated income of the college as follows:

Received from all sources aside from emergency gifts to 1/31/38.....		\$13,284.13
Other Assured Income:		
Presbyterian Board.....	\$750.00	
Woman's American Baptist Society.....	375.00	
M.E. Board - North.....	875.00	
M.E. Board - South.....	850.00	
Reformed Board.....	200.00	
Smith College - Community Chest.....	2,000.00	
Smith College - Alumnae	1,246.15	
Rohrman Fund.....	12.21	
Day of Prayer Offering.....	950.00	
Miscellaneous Gifts.....	200.00	
Investment Income.....	<u>2,078.70</u>	
		<u>9,537.06</u>
		22,821.19

and disbursements as follows:

Disbursements:	
Budget Requirements of Founders in U.S.A.	24,647.25
Anticipated Deficit in U.S.A.....	<u>1,826.06</u>
	22,821.19

Anticipated and active deficit together with emergency items are shown as follows: Also funds applicable to overdraft:

Anticipated Deficit in U.S.A.....	1,826.06
Anticipated Deficit in China.....	3,815.68
1936-37 Deficit on Field (12,765.21 At 30 ¢.)	3,829.56
Promotional Deficit in U.S.A. 1936-37.....	<u>2,022.00</u>
Total Anticipated Deficits to June 30, 1938.....	11,493.30

Additional Emergency Items:

Salary cuts to be restored.....	4,506.92	
Estimated promotional costs 1937-38.....	3,000.00	
Emergency Need due to War.....	5,000.00	
Chinese Government Grant (included in re- vised budget but doubtful if it can be paid).....	3,600.00	<u>16,106.92</u>

Funds Applicable to Above:

Cash received Emergency Relief Fund.....	7,197.75	
Cash received Faculty Relief Fund.....	2,724.00	
Pledges for Faculty to June 30, 1938.....	<u>507.00</u>	10,528.75

Net anticipated deficit June 30, 1938..... \$17,071.47

In view of the fact that the University of Nanking has sent detailed information via Dr. Searle Bates it was:

E 98, F 76 VOTED that the Treasurer write the State Department to inquire whether it has any information re the Ginling buildings, etc.; also that a cable be sent to Miss Vautrin asking for a detailed statement; also that a conference be held with Mr. George Sheppard re Ginling affairs before he returns on the China Clipper the end of March, in order that he may send us any details we desire after his return.

e 99, F 77 VOTED that the Treasurer's report be accepted and placed on file as soon as the Treasurer has brought the figures up to date, including the payment from the Emergency Campaign.

The Treasurer reported cash on hand awaiting investment to be \$3,154.05. A recommendation was made that 30 shares of Consolidated Edidson 5 per cent. preferred stock be purchased to absorb this balance.

E 100, F 78 VOTED that the Treasurer be authorized to buy 30 shares of Consolidated Edison 5 per cent. preferred stock.

The Treasurer then presented a document containing the information requested for the use of the Committee on the Allocation of Emergency Funds (the next \$145,000 raised by the China Colleges and to be apportioned according to need).

E 101, F 79 VOTED that this document after suggested changes are made be sent to the Committee on Allocation and appended to the minutes.

It was noted that all colleges are using funds on deposit in China rather than to have additional funds sent out. It was noted that it would be advisable to notify the field of funds received and deficits faced and assure ourselves that Miss Priest is in possession of the facts.

E 102, E 80 VOTED that this committee recommend to the Committee on Promotion of the China Colleges that a clear picture of the conditions faced by the "China Colleges" be sent to the

supporting boards with the request that they share in the financial problem faced and make allocation of emergency funds to the "China Colleges" with the understanding that these funds will be allocated pro rata to the college boards to be used.

E 103, F 81 VOTED that we request information from Miss Priest on methods of making payments to West China, Shanghai, and Nanking units also to supply as full information as possible re emergency expenses in carrying on the work of Ginling.

The Treasurer reported a letter from the Presbyterian Board stating that four or five colleges and universities having some present headquarters in Shanghai are getting together in an effort to have at least a temporary college in Shanghai. The colleges in this group are: Ginling, St. John's, Shanghai, Soochow, Hangchow, Cheeloo.

E 104, F 82 VOTED that in the allocation of additional emergency funds this committee express the hope that consideration be given to this project by the Committee on Allocation.

Miss Graves

E 105, F 83 VOTED to approve the recommendation of the Candidate Committee that Miss Graves' appointment to the field be confirmed, subject to health examination and a call from Dr. Wu.

A cable was reported from Dr. Wu stating that it did not seem best at this time for Miss Graves to come. Special need of missionaries speaking Japanese did not seem to be evident. Study grants would not be possible for Miss Graves unless her appointment were assured.

Bromotion Committee Miss Griest reported receipts beyond board contributions as follows:

From Smith Alumnae	\$1,722.85
Through Ginling office	1,285.00
Through Associated Boards	1,879.75
Total	\$4,887.60
Total received to February 15, 1938 for Faculty Relief	\$2,667.00
Ginling's share of the Emergency Fund	\$9,375.00

Miss Griest further reported a large amount of publicity work done in the office, including letters and information sent to friends of Ginling also that she had been able to dispose of the Ginling calendars which, owing to the war, had not arrived until after January first. A "friend of Ginling" had made it possible to send three hundred of these to Ginling givers (actual and prospective). A goodly number were sold at the Florida Chain of Missionary Assemblies through Mrs. Roys and Miss Woodford.

The committee expressed deep gratitude for all the splendid promotional work done by Miss Griest.

Respectfully submitted, Florence G. Tyler, Secretary

MINUTES OF MEETING
EXECUTIVE, FINANCE, AND PERSONNEL
COMMITTEES OF THE
BOARD OF FOUNDERS OF GINLING COLLEGE

19 June 1940, 2:30 P.M.
150 Fifth Avenue, New York, N.Y.

- | | |
|---|--|
| *Miss Margaret E. Hodge, Chairman
Mr. C. A. Evans, Treasurer
*Mrs. T. D. Macmillan, Secretary
*Miss Rebecca W. Griest
Mr. S. Ralph Harlow
Mrs. Harry James
*Miss Grace Lindley
Dr. E. C. Lobenstine
Mrs. Francis J. McConnell | Mrs. Leon Roy Peel
Mrs. J. W. Perry
Mrs. W. W. Rockwell
*Mrs. Emory Ross
*Mrs. Charles K. Roys
*Mrs. Charles H. Sears
Miss Mary E. Sweeny
*Miss Florence G. Tyler |
|---|--|
- *Dr. Henry Pitney Van Dusen

Those whose names are starred were present, as was also Mr. B. A. Garside.

Mr. Lloyd S. Ruland was present for a part of the discussion of Personnel questions.

APPROVAL OF MINUTES OF EXECUTIVE COMMITTEE, 22 MAY 1940

After a review by Miss Griest of the Minutes of the Executive Committee of May 22, 1940, it was (Minutes attached)

E 164 VOTED to approve the Minutes of the Executive Committee of 22 May 1940.

REPORT ON INTERVIEW WITH MR. CRESSY

There was reference to BF 254, which requests Miss Griest and Dr. Van Dusen to discuss with Mr. Cressy the paragraphs on Ginling College in his report on "The Present Condition of the Christian Colleges in China". The Committees agreed that it is desirable to have this report considered as of value only to the members of the Trustees of the various Colleges, and asks that the Executive Committee of the Associated Boards receive their suggestion to this effect.

MEMBERSHIP OF COMMITTEES FOR 1940-41

E 165 VOTED to constitute the Executive Committee for 1940-41 as follows:

- | | |
|---|--|
| Miss Margaret E. Hodge, Chairman
Mrs. T. D. Macmillan, Secretary
Mr. C. A. Evans, Treasurer
Mrs. Emory Ross, Chairman of Committee on American Support
Miss Florence Tyler, Chairman of Committee on Personnel and Educational Advice
Miss Grace Lindley | Mrs. Francis J. McConnell, Chairman of Committee on Finance
Mrs. J. W. Decker, Chairman of Committee on Nominations
Dr. E. C. Lobenstine |
|---|--|

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19 June 1940

E 166 VOTED to constitute the Committee on American Support for 1940-41 as follows:

- | | |
|------------------------------------|---------------------------|
| Mrs. Emory Ross, Chairman | Mrs. Francis J. McConnell |
| Miss Margaret E. Hodge, ex officio | Miss Sallie Lou MacKinnon |
| Mrs. J. W. Decker | Mrs. T. D. Macmillan |
| Mrs. Robert A. Doan | Mrs. George T. Scott |
| Mrs. James S. Cushman | Miss Florence G. Tyler |

E 167 VOTED to constitute the Committee on Finance for 1940-41 as follows:

- | | |
|------------------------------------|-------------------------------------|
| | Mrs. Francis J. McConnell, Chairman |
| Miss Margaret E. Hodge, ex officio | Mrs. Harry James (alt) |
| Miss Rebecca W. Griest | Dr. E. C. Lobenstine |
| Mr. C. A. Evans | Mrs. W. W. Rockwell |

E 168 VOTED to refer to the Executive Committee for further consideration, in consultation with Miss Tyler, the membership of the Committee on Personnel and Educational Advice. See note (#) at close of Minutes.

E 169 VOTED to refer to the Executive Committee in consultation with Mrs. Decker the filling of the vacancy on the Committee on Nominations resulting from Mrs. Sears's retirement.

GINLING MEMBERSHIP ON STANDING COMMITTEES
OF ASSOCIATED BOARDS

After discussion, it was

- E 170 VOTED that Ginling members of the Associated Boards Executive Committee for 1940-41 be Miss Margaret E. Hodge and Mrs. Francis J. McConnell.
- E 171 VOTED that Ginling members of the Associated Boards Committee on Promotion for 1940-41 be Mrs. Emory Ross and Mrs. James S. Cushman.
- E 172 VOTED that Ginling members of the Associated Boards Committee on Finance for 1940-41 be Mrs. Francis J. McConnell and Mrs. Harry E. James.
- E 173 VOTED that Ginling members of the Committee on Christian Character, Staff, and Curriculum of the Associated Boards for 1940-41 be Dr. Henry Pitney Van Dusen and Miss Florence G. Tyler.

REPORT FROM THE SPECIAL COMMITTEE ON THE 25TH ANNIVERSARY

Mrs. Macmillan reported that Mrs. Harold B. Hoskins, executive head of this Committee, will have a meeting with Mrs. Morrow, Mr. Neilson, and Dr. Van Dusen within the next few days, its primary purpose being to discuss questions of title within the Committee organization. Mrs. Hoskins has referred to the Board of Founders a question raised by Mrs. Morrow in conference in Northampton last week, namely, that of funds available for the initial activities of the Committee, to include executive and secretarial assistance and production and mailing of publicity. Dr. Van Dusen confirmed this information, and reported that he had found both Mrs. Morrow and Mrs. Hoskins very eager to get this project under way as soon as possible.

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REPORT FROM TREASURER'S OFFICE

The Committees received the attached forecast of the Treasurer's accounts as of June 30, 1940.

E 174 VOTED to receive and place on file this forecast.

As liens on the anticipated surplus of more than \$5,000, it was suggested that first in order of importance is the stipend of \$800 already made available in the form of a fellowship grant to Wu Mao-i for the continuance of her study at Radcliffe College. This sum has been transmitted to the Treasurer of Radcliffe College.

E 175 VOTED to pay the \$800 fellowship stipend for Wu Mao-i for 1940-41 from the surplus of June 30, 1940.

On request of the Chairman, Mrs. Macmillan reported that an estimate of the expenses of the Anniversary Committee has been made for two major items, namely, \$4,500 for executive and secretarial salaries, and \$2,500 for publicity (printing, mailing, and lettershop service). The Committee expressed its conviction that these estimates are very modest ones in relation to the importance of the Committee's program.

E 176 VOTED that \$3,500 be allocated from surplus for the beginning of the work of the 25th Anniversary, in full expectation that special gifts or interest on the Anniversary Fund will be available for the return of this sum at the earliest possible moment.

REPORT OF THE PERSONNEL COMMITTEE

Faculty Study

Wu Mao-i (see BF 287 and note above on award of a fellowship.)

Wu Suen-i (No action necessary at present in addition to BF 288.)

Mrs. Lucy Leng Yeh - Mrs. Yeh has been awarded a fellowship of \$1200 by Smith College for 1940-41, this award carrying with it admission to candidacy for the Degree of Master of Arts and Music. Mrs. Yeh has completed interviews with members of the Department of Music and has registered for six weeks of Summer School at Smith beginning Monday, June 24. The credits of the summer school course will lessen the required number of courses during the college year for Mrs. Yeh, and will give her valuable time for increasing her own concert repertoire and for other elective studies.

Miss Griest reported the completion of the following appointments to the faculty in Chengtu in accordance with instructions from President Wu Yi-fang:

Department of English - Li Man-kuei, A.B. Yenching University, A.M. University of Michigan.

Department of Home Economics (as the first faculty appointee in this field) - Yung Hsiao-yun, A.B. Yenching University, A.M. Columbia University, further graduate study at Cornell and Merrill-Palmer.

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Minutes
19 June 1940

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At the request of the Chairman, Miss Griest reported on Miss Vautrin's arrival on furlough in this country on June 3, and of her having begun a period of treatment under Dr. Andrew H. Woods of Iowa City. Miss Griest called attention to the relation of Miss Vautrin's illness to the very severe responsibility which she has been carrying under conditions of acute danger in Nanking during the last three years, and of the importance of making adequate provision, as soon as possible, for the continuance of the important work on the Nanking campus during Miss Vautrin's absence in the United States.

A discussion followed as to the possibilities for support of the work in Nanking. It was felt that it would be unreasonable to expect Mrs. Thurston to carry all of it. It was announced that an alumnae committee in Shanghai had appointed one of the alumnae to go to Nanking to act as principal of the school. The Board realized both from letters from Mrs. Thurston and also from a letter from President Wu to Mr. Paul, that an additional foreigner should be secured to assist with the work on this campus. The availability of Miss Evelyn Walmsley, formerly of the Presbyterian Mission, for reappointment to the field was reported. Doctor Ruland, Secretary for China of the Presbyterian Board, was present and answered questions concerning Miss Walmsley. He reported that the Presbyterian Board was unable to take advantage of Miss Walmsley's willingness to return because of limitations in the budget and because of restrictions in regard to age of new appointees. It was made clear to us that Miss Walmsley, if she went for a short term, would be going at a sacrifice above which it seemed reasonable to ask, that if we considered Miss Walmsley it would have to be, for her sake, a permanent appointment. After a prolonged discussion, it was

E 177 VOTED that a cablegram be sent to Dr. Wu that the Board of Founders finds it impracticable to appoint Miss Walmsley and requests that arrangements be made to assign Miss Sutherland to Nanking, and to provide a teacher for the instruction of the major students in piano in the College in Chengtu.

After further discussion of the emergency in the faculty in Chengtu which Miss Sutherland's absence would create, it was

E 178 VOTED that Miss Griest be asked to seek through the release of Miss Rosa May Butler by the Southern Methodist Board, or through some other appointment, to fill the needs of the Department of Music of Ginling in Chengtu, beginning in September of 1940.

E 179 VOTED to send to the officers of the United Christian Missionary Society the thanks of the combined Executive, Personnel, and Finance Committees of the Board of Founders of Ginling College for the valuable services rendered by Miss Katherine Schutze to Ginling in Nanking.

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UPKEEP OF BUILDINGS ON CAMPUS IN
NANKING

Reference was made to a letter from Mrs. Thurston to President Wu, dated March 19, 1940, a copy of which has been received in the Ginling office. This letter gives in detail the minimum items of repair expense which should be taken care of in the near future.

E 180 VOTED to ask the Committee on Finance to consider the facts given in this letter, and to cooperate in every possible way with the administration in Chengtu in making the necessary funds available.

The meeting adjourned at 5:00 P.M.

Mrs. T. D. Macmillan, Secretary

Subsequent action of the Committee gives the 1940-41 membership as follows:

Regular members: Miss Florence G. Tyler
Miss Rebecca W. Griest
Mrs. Charles H. Sears
Mrs. Charles K. Roys
with power to summon advisers.

19 June 1940

GINLING FORECAST TO JUNE 30, 1940

	<u>RECEIPTS</u>	<u>Budget</u>	<u>Received to 19 June '40</u>	<u>Additional Anticipated to 30 June 40</u>
Cooperating Units				
United Christian Missionary Society		1,000.00	1,000.00	
Presbyterian		3,000.00	3,000.00	
Women's American Baptist		1,500.00	1,500.00	
Methodist Episcopal Board		1,750.00	1,750.00	
" " " South		3,400.00	3,400.00	
Reformed Board		100.00	100.00	
Smith College Community Chest		4,000.00	4,000.00	
" " Alumnae		3,200.00	5,461.00	2,261.00#
Investment Income		5,200.00	5,138.32	61.68
Special Gifts				
Rohrman Fund		50.00	56.32	6.32#
Day of Prayer		1,000.00	582.37	417.63
Sustaining Fund		10,799.05	11,856.55	1,057.50#
		<u>34,999.05</u>	<u>37,844.56</u>	<u>2,845.51#</u>

DISBURSEMENTS

	<u>Budget</u>	<u>Paid</u>	<u>To be paid</u>
Field Budget	19,697.04	17,840.54	1,856.50
Home Administration - Executive Office	5,170.00	5,170.00	
Incidental	216.00	282.90	66.90*
Secretarial Assistance	300.00	300.00	
Promotional Help	3,600.00	2,208.65	1,391.35
Sustaining Funds to Field	6,016.01		6,016.01
	<u>34,999.05</u>	<u>25,802.09</u>	<u>9,196.96</u>

Cash Balance on Hand June 19, 1940	\$17,115.04
Less Additional Income apply 1940-41	<u>2,845.51</u>
	<u>14,269.53</u>

Anticipated Surplus June 30, 1940 5,072.57
14,269.53

#Received over amount budgeted

*Overexpended

MINUTES OF
JOINT MEETING OF EXECUTIVE COMMITTEE
AND
COMMITTEE ON AMERICAN SUPPORT
BOARD OF FOUNDERS GINLING COLLEGE

6 January 1941 2 - 4:30
150 Fifth Avenue New York

Members:

- | | |
|------------------------|-----------------------------------|
| *Mrs. James S. Cushman | *Dr. E. C. Lobenstine |
| *Mrs. J. W. Decker | Mrs. Francis J. McConnell |
| Mrs. Robert A. Doan | Miss Sallie Lou MacKinnon |
| *Mr. C. A. Evans | *Mrs. T. D. Macmillan |
| Miss Rebecca W. Griest | *Mrs. Emory Ross, <u>Chairman</u> |
| Miss Margaret E. Hodge | *Mrs. George T. Scott |
| *Miss Grace Lindley | *Miss Florence G. Tyler |

*Those starred were present, as was also Mrs. B. A. Garside who joined the Committees at the request of the Chairman, Mrs. Emory Ross.

Mrs. Ross opened the meeting at 2:00 p.m. with prayer.

MINUTES OF 30 SEPTEMBER 1940

The Minutes of 30 September 1940 were reviewed and accepted.

REPORT OF ANNIVERSARY COMMITTEE PROGRESS

Mrs. Macmillan read the attached page on the work of the Anniversary Committee up to the present date. In a brief discussion it was pointed out that individual activity on the part of members of the Board of Founders was the only way in which cooperation between the Board and the Anniversary Committee can be effected.

THE TASK OF THE BOARD OF FOUNDERS

Discussion of this topic was begun with the wording of a letter to be used in connection with a new folder in approaching those donors who cannot be seen personally (see draft attached hereto). At this point, Mr. Garside was called in to give a report on the progress of the Joint Committee for a United Appeal on behalf of China. Mr. Garside's opinion was that until the definite organization of the Joint Committee, each college should carry on its

ordinary program, and that, when appropriate, Ginling's cooperation with this Joint Committee could be indicated by a phrase at the bottom of our official letterhead saying that Ginling is a part of the cooperating organizations in this drive. It was moved and seconded

THAT the February appeal be sent only to those donors who usually make their gifts before February 1st, with an enclosed pledge card giving an opportunity for both Current Budget and Anniversary gifts.

The attached letter-draft contains suggestions made by committee members present.

Several points of emphasis to inspire giving were suggested:

1. The increased value of our gifts through Ginling graduates who can give the service most needed in China today.
2. The position these graduates are holding in the building of Christian democracy.
3. Need of funds for graduate training of faculty members.
4. China's proved willingness to sacrifice in heroic measure.

Informal suggestions to increase strength and leadership in Ginling included (1) a luncheon for Smith College undergraduates in New York at some vacation period, (2) the reaching of Junior Colleges and private schools for girls (already being developed under the Anniversary Committee), and (3) the use of Furlough faculty members as speakers and authorized representatives from China and Ginling. The use of the Ginling and Miss Applegarth's play were mentioned as excellent program possibilities.

There was no discussion or action on the part the Founders are to take in the tasks of the winter and spring.

OFFICE PERSONNEL

Mrs. Macmillan reported that she had hoped to speak with Mr. Evans and Mrs. Ross before this meeting on the possibility of retaining Miss Hoffsommer's services after February 1st. Mrs. Macmillan reported that Miss Hoffsommer's chief interest is in writing and publicity lay-outs, and that she was of help in preparing the Anniversary program for December 1st, that she has prepared a magazine article for "World Call", and is to work with Miss Dorothy McConnell on another for the "World Outlook". She has also supplied an excellent text for "Mothers of the World", the 1939 Christmas play from Ginling in Chengtu. She is now completing a short sketch to be used at the Council meeting of the Smith College Alumnae Association on February 25th in Northampton. Mrs. Macmillan requested that Mrs. Ross and Mr. Evans be asked to share with her the responsibility for discussion in regard to Miss Hoffsommer's future services to Ginling or the Associated Boards. The joint committees expressed approval of the suggestion.

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6 January 1941

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MARGARET APFLEGARTH'S PLAY

Miss Applegarth has made available for Ginling programs a short play "Bound in the Bundle of Life", in advance of its inclusion in a volume "Fifteen Worship Programs" soon to be published by Harper and Brothers. It was felt that Ginling should offer compensation to Miss Applegarth for the privilege of using this material.

VOTED to send Miss Applegarth a check for \$50 with our thanks for her generous help.

The joint session adjourned.

EXECUTIVE COMMITTEE

Executive Committee action was called for on the appointment of a Ginling Representative on the Nanking Board to take the place of Mrs. Francis J. McConnell, resigned. It was

E191 VOTED to appoint Miss Rebecca W. Grist as one of the two Ginling Representatives on the Nanking Board.

The meeting adjourned at 4:15 p.m.



Mrs. T. D. Macmillan
Secretary

(17)

MINUTES OF MEETING
EXECUTIVE AND PROMOTION
COMMITTEES

GINLING COLLEGE

1:30 P.M. Monday, March 24, 1941
Room 900, 150 Fifth Avenue, New York, N. Y.

List of Members:

Executive Committee

*Miss Margaret E. Hodge
Mr. C. A. Evans
Mrs. T. D. Macmillan
*Miss Rebecca W. Griest
*Mrs. Francis J. McConnell
*Mrs. Emory Ross
Mrs. Charles Hatch Sears
Miss Grace Lindley
Dr. E. C. Lobenstine

Promotion Committee

Mrs. Emory Ross
Mrs. T. D. Macmillan
*Miss Margaret E. Hodge
*Mrs. Francis T. McConnell
*Mrs. James Stewart Cushman
*Mrs. J. W. Decker
Miss Sallie Lou MacKinnon
*Mrs. George T. Scott
*Miss Florence G. Tyler
Mrs. Robert A. Doan

Those whose names are starred were present, also Mrs. Charles K. Roys by special invitation.

Miss Tyler was asked to act as secretary of the meeting.

Announcement was made that Mrs. T. D. Macmillan is discontinuing her service to China Colleges as of this date, though her salary will be continued to August 1, 1941, including a month's vacation.

EP-200 VOTED that a letter be written to Mrs. Macmillan by the Chairman, Miss Hodge, thanking her for her untiring efforts for Ginling and asking for her continued interest in and service for Ginling.

PROMOTION

In an endeavor to determine the status of promotional activities, Mr. Evans stated that the small blue booklet with Mrs. Morrow's note has gone out to the entire list of Ginling prospects and in April another letter should go to those who do not respond to the blue booklet.

The large donors have not been approached. The question of reaching these donors was discussed but no conclusion was reached. Smith College members of the Committee were asked to keep Smith College in touch with current Ginling events.

TEMPLE OF ACCUMULATED ELEGANCE

It was reported that \$3,000 was realized by the Anniversary Committee from the Silver Sale, and Mrs. Ross asked that news of this and other promotional ventures be passed on to friends of Ginling in many parts of the country.

FINANCES

Mr. Evans reported that with due consideration given to items received and items unexpended, the present indications are that between nine and twelve thousand dollars will be needed to balance the budget.

EXPENSES OF ANNIVERSARY COMMITTEE

Attention was called to the fact that when the Anniversary Campaign was started the Finance Committee was asked to advance \$3,500 for financing the campaign, it being understood that the total expense should not exceed \$7,000. Mr. Evans reported that approximately \$6,000 has already been expended. Attention was called to the fact that Mrs. Morrow does not know that this money was a loan to the campaign.

DRAMATIC ORATORIO FESTIVAL

Mrs. Ross told of the plans for the series of three musicales at the Barbizon Plaza under the leadership of Solon Alberti. The net proceeds of these musicales will be given to Ginling. The musicales are to be May 1st, May 5th, and 12th. Members of the Committee were asked to secure patrons and make the concerts known. A copy of the prospectus for these concerts is appended to the minutes.

CHRIST CHURCH

Mrs. McConnell spoke of the Ginling meeting at Christ Church on April 15th, at which Mrs. Dwight Morrow will be the speaker. All were urged to attend.

EXECUTIVE COMMITTEE

Miss Hodge then took the Chair and the Committee resolved itself into the Executive Committee.

The Chairman read a letter from Dr. Lobenstine in which he tendered his resignation. Having been appointed on the Committee on Allocation of the United China Campaign, Dr. Lobenstine did not feel that he should be a member of one of the Boards while he was acting in this capacity. The Committee

EP-201 VOTED that a leave of absence be given to Dr. Lobenstine in lieu of the severing of relationships which he regrets.

MRS. NEW

Miss Hodge announced that Mrs. New of the Ginling Board, intimate friend of Dr. Wu, and one of the first graduates of Ginling, has arrived in Los Angeles. Miss Hodge has already written a letter of welcome to Mrs. New.

The Committee gave very careful study to the possible part which Mrs. New might take in any publicity for Ginling or to the Board's interest in her proposed visit to Smith Commencement. It was felt that Mrs. New would understand any frank statement of financial conditions.

Regardless of the action of the Finance Committee agreeing to an expenditure for travel for Mrs. New, which would cause a larger deficit, the Committee felt that this course of procedure should not be followed. Also, in spite of the keen desire to have Mrs. New present at the annual meeting of the Board, the fact that the budget is now over-spent and there is no secretary

Minutes
Ginling Executive and Promotion Committee

3/24/41

at present to arrange for a speaking trip enroute east, it does not seem justifiable to add to the expenditures of the Board of Founders. To further clarify the issues a conference might be arranged with Mrs. Morrow upon her return from Mexico in a week or two. It was

EP-202 VOTED that Miss Hodge be requested to write to Mrs. New, setting forth the facts involved in the discussion as indicated above.

Considerable thought was given to the handling of correspondence while the Board is without a regularly appointed secretary, but it was left to the Associated Boards to make provisions for immediate emergencies without definite action being taken.

FINANCE COMMITTEE RECOMMENDATIONS

Special recommendations growing out of the Finance Committee meeting were studied and action taken as follows:

EP-203 VOTED to approve action F-195, directing the field treasurer to restore the 1939-40 Surplus to the credit of the Founders' treasurer.

EP-204 VOTED to approve the recommendation that the loan as set forth in action E-176 for \$3,500.00 to the Anniversary Committee be considered as an outright appropriation toward these expenses.

EP-205 VOTED to approve action F-198, cancelling US\$2,000.00 in the field budget for books, etc., and approving the inclusion of US\$5,000.00 for faculty subsistence allowance insofar as the cash is secured.

On motion the Committee was adjourned.

Respectfully submitted

FLORENCE G. TYLER
Secretary Pro Tem

MM

MINUTES OF MEETING

BOARD OF FOUNDERS GINLING COLLEGE

EXECUTIVE COMMITTEE AND COMMITTEE ON AMERICAN SUPPORT

150 Fifth Avenue New York
October 30, 1941 10:00 A.M.

Executive Committee

*Miss Sallie Lou MacKinnon, Chairman
*Miss Florence G. Tyler, Secretary
*Mr. C. A. Evans, Treasurer
*Miss Rebecca W. Griest
*Mrs. Francis J. McConnell
*Mrs. W. W. Rockwell
*Mrs. Emory Ross
*Mrs. Charles K. Roys
*Mrs. Charles H. Sears

Committee on American Support

*Mrs. Emory Ross, Chairman
Mrs. James S. Cushman
*Mrs. J. W. Decker
*Mrs. Robert A. Doan
*Miss Sallie Lou MacKinnon
*Mrs. Francis J. McConnell
*Mrs. George T. Scott
*Miss Florence G. Tyler

*Those starred were present. Mrs. Cushman was excused.

The meeting opened with prayer by Miss MacKinnon.

MINUTES

The minutes of the last meeting were approved as circulated.

PROMOTION

Mrs. Ross reported that little had been done by the Committee on American Support during the summer, but that promotional activity had centered around the United China Relief drive.

Mrs. Roys was asked to report on the progress of United China Relief and reported that the first stage had been completed in which the China Colleges received a total of \$141,471.00. In the second stage the money is to be allocated in the same proportion as in the first stage.

AFTER DECEMBER 31, 1941

In response to the question as to what would happen to the United China Relief after December 31st, Mrs. Roys outlined the proposed plan for its continuation, which seemed far from satisfactory. The matter was discussed and hope expressed that a satisfactory plan might be worked out.

LETTER OF INFORMATION

A review of activities during the past few months was presented and the Committee agreed that some form of publicity should be issued. It was

EP 235 VOTED that a letter of information be sent to Ginling supporters and that its form and contents be left to the Committee on American Support.

NEW LEAFLET

The Committee gave thought to the proposal to issue a pamphlet or other publicity material. It was

EP 236 VOTED that if satisfactory pictures are available, the Committee on American Support prepare a photo offset letter. Further details were left to the Committee. Emphasis was laid on the fact that the field must be convinced that promotional material is an imperative need.

SMITH COLLEGE ALUMNAE LISTS

Mr. Evans spoke of the Smith College Alumnae lists which were used for the campaign - 15,500 names - and raised the question as to whether we should attempt to cultivate that number or concentrate on the 4,300 Smith Alumnae who have regularly been appealed to through the office. It was the opinion of the group that we should not assume that we could circularize the entire group but that there should be a careful clearing of plans and suggestions with Miss Comins.

Attention was called to a letter to Smith Clubs across the country with Miss Comins's signature, asking for continued support for Ginling and offering pictures, records, and late information for the use of these clubs.

Miss Griest spoke of the marvelous set-up which Smith College gave to Ginling at the time of graduation in June when the Anniversary gift was presented at the same meeting with the gift of the Alumnae to Smith College.

It was

EP 237 VOTED that we ask Mrs. Ross and Mrs. Scott of the Committee on American Support to talk with Miss Comins and discuss the use of mailing lists, publicity literature, and date of mailing, so that the two approaches to Smith graduates might be geared in together without overlapping.

It was stated that Ginling is always free to approach former donors on the Smith lists.

FINANCE COMMITTEE

In view of the fact that it has not been possible to secure a meeting of the Committee and there have been items of importance to be decided, it has been necessary for the Treasurer and the Chairman to make the decisions, in consultation with other members of the Board available. Arrangements have been made for the transmission of funds to China through special licenses and the releasing of the field checking accounts. Funds for Nanking have gone through the Associated Missions Treasurers at Shanghai and been made available to Ginling in Nanking in local currency.

Mr. Evans was asked for the financial report. He reported the Anniversary Fund as follows:

\$14,003.37	General	} Raised by 25th Anniversary Committee
15,467.30	Smith	
<u>1,410.00</u>	Raised by Board of Founders	
<u>\$30,880.67</u>	<u>TOTAL</u> , Collected to Date	
250.00	Unpaid pledges - General	
67.50	Unpaid pledges - Smith	
<u>\$31,198.17</u>	<u>TOTAL</u> , Raised for 25th Anniversary Fund	

It was stated that, after exchange of correspondence with Dr. Wu, suggestions had been made for the allocation of the 25th Anniversary fund. Accordingly, it was

EP 238 VOTED that \$25,000 be set aside as an endowment fund and the balance reserved for special needs of the College, such as scholarships, faculty study, etc., at the discretion of the field.

On recommendation of the Treasurer, it was

EP 239 VOTED that current field funds be placed in such savings banks as may be selected by the Finance Committee and that the proper officers be instructed to sign any documents required by the banks.

EP 240 VOTED to refer the report of the auditors to the Finance Committee.

EP 241 VOTED to refer the "budget requirements" to the Finance Committee.

Mr. Evans announced that \$2,000 additional is recommended for Ginling by the Finance Committee of the Associated Boards for Christian Colleges for 1941-42.

COMMITTEES

Attention of the meeting was then turned to the appointment of Committees, and it was

EP 242 VOTED that Miss Marston be added to the Finance Committee.

- EP 243 VOTED that Mrs. Sears be considered Chairman of the Personnel Committee, and that Mrs. Roys, who was named as Chairman of the Advisory Committee for Chinese personnel, be asked to work with Mrs. Sears.
- EP 244 VOTED that Miss Tyler be dropped from the Personnel Committee.
- EP 245 VOTED that Mrs. Doan be added to the Personnel Committee which is now: Mrs. Sears, Chairman, Mrs. Roys, Miss MacKinnon, Miss Griest, Miss Hodge, Mrs. Doan, Miss Sweeny, working as one Committee.
- EP 246 VOTED that the Nominating Committee consist of Mrs. Ross, Chairman, Mrs. Decker, and Mrs. McConnell.
- EP 247 VOTED that the Committee accept the two members named by the Board of the University of Nanking, Mr. Albaugh and Mr. Ogden, and that Miss Griest and Miss MacKinnon be named as our representatives on the Board of the University of Nanking.
- EP 248 VOTED that the Committee on American Support consist of Mrs. Ross, Chairman pro tem, Miss MacKinnon, Miss Tyler, Mrs. Hoskins, Mrs. Scott, Mrs. Cushman, Mrs. McConnell, and Mrs. Doan.

The attention of the Nominating Committee was called to the fact that the Chairman, Mrs. Ross, is Chairman "pro tem".

- EP 249 VOTED that the Executive Committee consist of Miss MacKinnon, Chairman, Mr. Evans, Miss Tyler, Mrs. Ross, Mrs. McConnell, Mrs. Sears, and Mrs. Roys - officers and chairmen - and Miss Griest, Mrs. Rockwell and Miss Marston.

The Secretary was instructed to append a revised list of Committees to the Minutes.

PERSONNEL

It was noted that Mrs. Chu, an undergraduate student at Ginling, an alumna of Wellesley, a former member of the Ginling faculty - Physical Education Department - is now in Washington, D.C., where her husband is a military attache.

It was noted that Cheng Ying Wan, an undergraduate student at Ginling whose father was the China Judge at the World Court and who is now refugeeing with his family in Geneva, has received a \$1200 scholarship at Smith College and is sailing from Lisbon on the 31st of October. She will go directly to Northampton.

Florence Kirk is studying at Northwestern. Her letter and plans were referred to the Chairman of the American Faculty of the Personnel Committee.

Mrs. Yeh responded to the call of the College and returned to Ginling the latter part of August to take up her work in music. Both Miss Wu and Mr. Yeh had misgivings later, but in perfect faith, Mrs. Yeh abided by her first decision.

Miss Winifred Shannon, a Presbyterian missionary teacher under appointment to India, is spending the year in Chengtu, and through the University of Nanking, has been made available for Ginling.

EP 250 VOTED to refer to the Personnel Committee the question of the method by which personnel correspondence be carried with the field.

WOMAN SECRETARY IN A.B.C.C.C.

Mr. Evans then reported on the progress made in securing a woman secretary for the China Colleges. There have been many candidates, most of whom have been speedily eliminated. There are two people under consideration now but no decision has been reached.

APPOINTMENTS TO A.B.C.C.C. COMMITTEES

The following appointments were made for Associated Boards Committees:

- Staff and Curriculum - Mrs. Sears and Dr. Van Dusen
- Promotion - Mrs. Ross and Mrs. Cushman
- Executive - Miss MacKinnon and Mrs. Scott
- Finance - Mrs. McConnell and Mrs. Rockwell

DATE OF NEXT MEETING

The date of the next meeting was discussed and no action was taken, although a date adjoining the dates of the Foreign Missions Conference seemed advisable.

The meeting was adjourned.

Respectfully submitted,

Florence G. Tyler
Secretary

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ACTIONS ADOPTED BY GINLING COLLEGE, BOARD OF FOUNDERS
PROMOTION COMMITTEE

5/1/36 P 1 VOTED that Mrs. Emory Ross be made a full voting member of the Board. 5/1/36

P 2 VOTED that the Board of Founders entertain Dr. Wu while she is in New York and that Dr. Mott be so notified. 5/1/36

P 3 VOTED that Mr. Carter be asked to investigate the possible cost of so handling the Finances (by Associated Boards), and that the transfer be effect if satisfactory financial arrangements can be made. 5/1/36

P 4 VOTED that the Ginling Board of Founders include in the promotional program of the Associated Boards an appeal for \$300,000 endowment fund to be raised over a period of three years. 5/1/36

P 5 VOTED that Ginling askings for 1936-37 to the Associated Board budget of next year be \$10,000. 5/1/36

6/29/36 P 6 RECOMMENDED the appointment of Miss Louise Shoup of Los Altos, California, A.B. Leland Stanford cum laude, University of Geneva two years study, M.A. Columbia and a summer school of study at Stanford, for a position in the English Department at Ginling for one year. This was approved by the Committee, the salary to be \$864.00 a year and Miss Shoup to pay her traveling expenses both ways. 6/29/36

P 7 RECOMMENDED the appointment of Mrs. Rhead, head of the Department of Music, University of Michigan, for a position in the Music Department of Ginling for one year. This appointment was approved, the salary to be \$864.00 a year and Mrs. Rhead to pay her own traveling expenses both ways. It was understood that the salaries for these two people are not to be subject to adjustment of exchange. 6/29/36

P 8 VOTED That the matter of the wording of the "Agreement" for these one year candidates be left to Miss Griest, Mrs. Sears, and the Chairman. 6/29/36

P 9 VOTED that miss Miss Mossman be asked to return to Ginling in the summer of 1936 and that her travel expenses and full salary be paid. If Miss Mossman is obliged to leave in the summer of 1937 there shall be the regular adjustment on furlough allowances and travel expense, payments on the adjustment to be deferred until Miss Mossman has secured a salaried position in the U.S.A. For her information a statement of the amount and conditions of refund to be worked out at the earliest possible date by Miss Griest and Miss Hodge. 6/29/36

P. 10 ~~VOTED~~ that Mrs. Morrow be asked to be a member of Ginling Board of Founders. 6/29/36

1/27/37 P. 11 VOTED 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. 1/27/37

P. 12 VOTED that the funds in hand be allocated as follows:

Permanet Property Upkeep Fund	\$100,000.00
Permanent Equipment Account Building Fund	3,264.23
Property Insurance Fund	2,500.00
Irving F. Wood Memorial Fund	1,990.10

P 12 Cont.	Methodist Scholarship Fund	1,000.00	
	Georgia Grace Thomas Memorial Fund	475.00	
	\$300,000 Endowment Fund (received to date)	<u>4,916.30</u>	1/27/37

P 13 VOTED that the action of the field in stabilizing the exchange at the prevailing rate, be approved.

P 14 VOTED that a letter be sent to the field explaining the financial situation, the depreciation both in bond and mortgage investment which with the call for \$5,200 to complete the authorized building program wipes out the building fund and leaves a little less than \$100,000 for property upkeep fund which both founders and directors are eager to keep intact. 1/27/37

P15 VOTED that cable be sent to the field regretting that there is no money available for the house for unmarried men for which request has been made for 12,000 C.S.C. 1/27/37

P 16 VOTED that the Secretary be asked to request that the minutes of the Executive and Finance Committees of the Board of Directors be numbered as are the minutes of the Board of Directors. 1/27/37

P 17 VOTED that a letter of appreciation be sent to the Alumnae for their wonderful response to the needs of the college. 1/27/37

P 18 VOTED 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. 1/27/37

- F 16 VOTED to refer this to Mr. Carter with power. (Mr. Carter reported further difficulty in connection with the 114th Street property on which the Board holds a mortgage). 2/6/36
- F 17 VOTED that Mr. Carter be authorized to cooperate in the reorganization of the mortgage company. 2/6/36
- F 18 VOTED that the budget (U.S.A. for Board of Founders) totaling \$1,674 be approved. 2/6/36
- 5/1/36 F 19 VOTED that Mrs. Emory Ross be made a full voting member of the Board. 5/1/36
- F 20 VOTED that the Board of Founders entertain Dr. Wu while she is in New York and that Mott be so notified. 5/1/36
- F 21 VOTED that Mr. Carter be asked to investigate the possible cost of so handling the Finances (by Associated Boards), and that the transfer be effect if satisfactory financial arrangements can be made. 5/1/36
- F 22 VOTED that the Ginling Board of Founders include in the promotional program of the Associated Boards an appeal for \$300,000 endowment fund to be raised over a period of three years. 5/1/36
- F 23 VOTED that the Ginling askings for 1936-37 to the Associated Board budget of next year be \$10,000. 5/1/36
- 6/2/36 F 24 RECOMMENDED the appointment of Miss Louise Shoup of Los Altos, California, A.B. Leland Stanford cum laude, University of Geneva two years study, M.A. Columbia and a summer school of study at Stanford, for a position in the English Department at Ginling for one year. This was approved by the Committee, the salary to be \$864.00 a year and Miss Shoup to pay her traveling expenses both ways. 6/29/36
- F 25 RECOMMENDED the appointment of Mrs. Rhead, head of the Department of Music, University of Michigan, for a position in the Music Department of Ginling for one year. This appointment was approved, the salary to be \$864.00 a year and Mrs. Rhead to pay her own traveling expenses both ways. It was understood that the salaries for these two people are not to be subject to adjustment of exchange. 6/29/36
- F 26 VOTED that the matter of the wording of the "Agreement" for these one year candidates be left to Miss Griest, Mrs. Sears, and the Chairman. 6/29/36
- F 27 VOTED that Miss Mossman be asked to return to Ginling in the summer of 1936 and that her travel expenses and full salary be paid. If Miss Mossman is obliged to leave in the summer of 1937 there shall be the regular adjustment on furlough allowances and travel expense, payments on the adjustment to be deferred until Miss Mossman has secured a a slazried position in the U.S.A. For her information a statement of the amount and conditions of refund to be worked out at the earliest possible date by Miss Griest and Miss Hodge. 6/29/36

F 28 VOTED that Mrs. Morrow be asked to be a member of Ginling College Board of Founders. 6/29/36

1/27/37

F 29 VOTED 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.

1/27/37

F 30 VOTED VOTED that the funds in hand be allocated as follows:

Permanent Property Upkeep Fund	\$100,000.00
Permanent Equipment Account Building Fund	3,264.23
Property Insurance Fund	2,500.00
Irving F. Wood Memorial Fund	1,990.16
Methodist Scholarship Fund	1,000.00
Georgia Grace Thomas Memorial Fund	475.00
\$300,000 Endowment Fund (received to date).....	4,916.30

1/27/37

F 31 VOTED that the action of the field in stabilizing the exchange at the prevailing rate, be approved.

1/27/37

F 32 VOTED that a letter be sent to the field explaining the financial situation, the depreciation both in bond and mortgage investment which with the call for \$5,200 to complete the authorized building program wipes out the building fund and leaves a little less than \$100,000 for property upkeep fund which both Founders and Directors are eager to keep intact.

1/27/37

F 33 VOTED that cable be sent to the field regretting that there is no money available for the house for unmarried men which request has been made for 12,000 C.S.C.

1/27/37

F 34 VOTED that the Secretary be asked to request that the minutes of the Executive and Finance Committees of the Board of Directors be numbered as are the minutes of the Board of Directors.

1/27/37

F 35 VOTED that a letter of appreciation be sent to the Alumnae for their wonderful response to the needs of the college.

1/27/37

F 36 VOTED 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.

1/27/37

4/5/37

F 37 VOTED

that its deep appreciation be expressed to Miss Griest for her tireless effort on behalf of funds for Ginling. Miss Griest has worked in season and out of season and already there is a substantial beginning on the Endowment Fund and in addition to this, new givers have been secured for the Current Budget.

4/5/37

4/23/37

F 38 VOTED

that this budget be accepted by the committee and referred to the annual meeting of the Board of Founders for adoption.

F 39 VOTED

that the Finance Committee recommend 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.

F 40 VOTED

that the Finance Committee recommend 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:

1. <u>Mission Boards</u>			
Baptist		\$1,500.00	
Methodist South		3,400.00	
Presbyterian		3,000.00	
Reformed		500.00	
United Christian Missionary Soc.		750.00	
Women's Foreign Missionary Society - Methodist		1,750.00	
Smith College Alumnae		2,000.00	
Smith College Community Chest		4,000.00	\$16,900.00
2. <u>Investment Income</u>			
Methodist Scholarship Fund	\$	23.45	
Irving Frances Wood Endowment		48.02	
Georgia Grace Thomas Memorial		11.54	
General Endowment Fund		320.86	
Property Upkeep Fund		3,318.38	
Rohrman Fund		50.00	3,772.25
3. <u>Special</u>			
Crescent Avenue Church	\$	175.00	
Day of Prayer Offering		800.00	
Special Gifts for Current Budget		3,000.00	3,975.00
			\$24,647.25
Less Board of Founders Budget			5,326.50
			\$19,320.75

F 41 VOTED

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 be studied in the hope that there may be in the near future a uniform scale of salaries.

4/23/37

4/23/37

4/23/37

4/23/37

5/1/36

E 28 VOTED that Mrs. Emory Ross be made a full voting member of the Board. 5/1/36

E 29 VOTED that the Board of Founders entertain Dr. Wu while she is in New York and that Dr. Mott be so notified. 5/1/36

E 30 VOTED that Mr. Carter be asked to investigate the possible cost of so handling the Finances (by Associated Boards), and that the transfer be effected if satisfactory financial arrangements can be made. 5/1/36

E 31 VOTED that the Ginling Board of Founders include in the promotional program of the Associated Boards an appeal for \$300,000 endowment fund to be raised over a period of three years. 5/1/36

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6/29/36

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E 35 VOTED that the matter of the wording of the "Agreement" for these one year candidates be left to Miss Griest, Mrs. Sears, and the Chairman. 6/29/36

E 36 VOTED that Miss Mossman be asked to return to Ginling in the summer of 1936 and that her travel expenses and full salary be paid. If Miss Mossman is obliged to leave in the summer of 1937 there shall be the regular adjustment on furlough allowances and travel expense, payments on the adjustment to be deferred until Miss Mossman has secured a salaried position in the U.S.A. for her information a statement of the amount and conditions of refund to be worked out, at the earliest possible date by Miss Griest and Miss Hodge. 6/29/36

E 37 VOTED That Mrs. Morrow be asked to be a member of Ginling College Board of Founders. 6/29/36

D

4/27/37

E 38 VOTED

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.

1/28/37

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that the funds in hand be allocated as follows:

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Permanent Equipment Account Building Fund	6,264.23
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Methodist Scholarship Fund	1,000.00
Georgia Grace Thomas Memorial Fund	475.00
\$300,000 Endowment Fund (received to date)	4,916.30

1/27/37

E 40 VOTED

that the action of the field in stabilizing the exchange at the prevailing rate, be approved.

1/27/37

E 41 VOTED

that a letter be sent to the field explaining the financial situation, the depreciation both in bond and mortgage investment which with the call for \$5,200 to complete the authorized building program wipes out the building fund and leaves a little less than \$100,000 for property upkeep fund which both Founders and Directors are eager to keep intact.

1/27/37

E 42 VOTED

that cable be sent to the field regretting that there is no money available for the house for unmarried men which request has been made for 12,000 O.S.C.

1/27/37

E 43

that the Secretary be asked to request that the minutes of the Executive and Finance Committees of the Board of Directors be numbered as are the minutes of the Board of Directors.

1/27/37

E 44

that a letter of appreciation be sent to the Alumnae for their wonderful response to the needs of the college.

1/27/37

E 45

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.

1/27/37

4/23/37

E 46

VOTED

that this budget be accepted by the committee and referred to the annual meeting of the Board of Founders for adoption.

4-23-37

E 47

VOTED

that the Finance Committee recommend 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.

E 48

VOTED

that the Finance Committee recommend 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:

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Special Gifts for Current Budget	5,000.00	3,975.00
		\$24,647.25
Less Board of Founders Budget		5,326.50
		\$19,320.75

E 49

VOTED

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 be studied in the hope that there may be in the near future a uniform scale of salaries.

4-23-37

4/18/37

E 50

VOTED

that the above investments be approved.

6-18-37

E 51

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

VOTED

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

6-18-37