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UNITED CLEARING BOARD

CHENGTU AGENCY

C/o Office of the Bursar,  
West China Union University  
January 19th, 1945.

*ack  
3/28/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

RE: United Clearing Board

Dear Mr. Evans,

There are two of the original United Clearing Board accounts which I should like very much to clear up.

1. Mr. Tsung-sen Fong- deposit \$1,000.00.

In your letter of August 23, 1944 you indicated that this sum was being sent to Mr. and Mrs. L.C. Lee, in San Francisco. Mr. Fong has just received a letter written December 26, 1944 by Mr. Lee stating that up to that time he had not had any information regarding this \$1,000.00. I suggested that it had been placed in some bank account, but no notification has come from any bank. I would greatly appreciate your assistance in tracking down the whereabouts of this money. If it has been delayed would you now send it to: Mr. L.C. Lee, The Comfort Shoe Store, 754 Grant Avenue, San Francisco, California.

*see letter  
attached to  
Mr. Lee*

*This check was  
dated 8/11/44  
not cleared thru  
Central Finance  
until Jan '45.*

2. Dr. S.C. Yeh- deposit \$1,000.00.

In another letter of August 23, 1944 you indicated that there was no branch of the National City Bank of New York in San Francisco and therefore it was not possible to conform with our request in having an account opened for Dr. Yeh. We were not aware that the National City Bank would not have a branch there. Would you therefore have an account opened in the San Francisco Bank at 526 California Street, as you suggest. I trust the previous signatures are still in order, as it is difficult for us to get in touch with Dr. Yeh.

*write to  
San Francisco  
Bank 3/7/45*

Thanking you for your assistance in these matters,

Sincerely yours,

*William W. Small.*

William W. Small.

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
January 19th, 1945.

*ack*  
*3/17/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Transfer US dollars.

Dear Mr. Evans,

We have received the equivalent of Two hundred thirty dollars United States currency (US\$230.00) to be transferred to Miss Downer, one of our staff members now on furlough.

Would you kindly forward this amount to:

✓ Miss S.B. Downer, X  
1043 Laurel Avenue,  
Kansas City 2,  
Kansas, U.S.A.

Please charge this sum of US\$230.00 to our current account #31.

Sincerely yours,

*William W. Small.*

William W. Small.

cc: Miss S.B. Downer.

WWS\*

*Paid 3/16/45*  
*To 4325*

*OK car*

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
January 20th, 1945.

*ack 1/10/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Transfer of US dollars  
and Special Reserves

Dear Mr. Evans.

Some months ago you were able to arrange a transfer on behalf of a member of the staff, Dr. Yü Hwan Wen. He would be much obliged if you were able to make the following transfers at this time:

*written to Mrs. H. C. Kao Dr. C. C. Tan enc. checks 3/20/45*

1) US\$200 to Mrs. H.C. Kao,  
934 W. 35 Street,  
Los Angeles, California.

*OK Paid 2/17/45 No 4326*

2) US\$100 to Dr. C.C. Tan,  
C/o China Medical Board, Inc.,  
49 W. 49 Street, New York City.

*OK No 4327*

In the past you have been good enough to set up certain special reserves for individuals and projects within the University. Would you kindly add to the existing reserves and set up new ones as follows:

*3/17/45 J.P. # 555*

	U.S. Dollars	
1. Dr. K. Kohn	Nine hundred and fifty five only	US\$955.00 - 172
2. Obstetrics and gynecology clinic	Four hundred and ten only	\$410.00 - 172
3. University hospital pediatrics clinic	Six hundred only	\$600.00 - 172
4. Machine shop	One thousand only	\$1,000.00 - 172
5. University Community Church	Two hundred only	\$200.00 - 172.8
6. Leslie L.T. Hsia	One thousand only	\$1,000.00 - 172
7. Fine Arts	Two hundred only	\$200.00 - 172
8. George S.Y. Chang	Two hundred only	\$200.00 - 172
9. Winnifred W.S. Mao	Two hundred only	\$200.00 - 172
10. Wallace Wang	Three hundred and fifty only	\$350.00 - 172
		<u>\$5,115.00</u> ✓

JOINT OFFICE  
UNIVERSITIES  
PAID FOR YOU

WWS\*

Please charge the above items (\$300 plus \$5,115), totalling Five thousand four hundred and fifteen dollars (US\$5,415.00) to the current appropriation for 1944-1945.

This brings us up to date again on such items. Thanking you for your continued assistance.

Sincerely yours,

*William W. Small.*

William W. Small.

UNIVERSITY OF CHINA  
JOINT OFFICE  
*ack*

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0661

January 23, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: Transfer for Dr. Eric Shao-wu Cheo

Dear Mr. Small:

Dr. Eric Shao-wu Cheo telegraphed us last week from Los Angeles that he arrived in the United States and that he intended to come to New York.

After talking with Dr. Beech over long-distance telephone we decided to suggest that he go directly to Ann Arbor. At the same time he requested us to pay him \$500.--\$300. of which was telegraphed to him and \$200. was sent in the form of a check. This is the most that can be paid during the current month as we are allowed to pay only \$500. for maintenance and living expenses per month. According to your letter of September 7th \$1,500 is available for Mr. Cheo.

With every good wish to you, I am

Most sincerely yours,

C. A. EVANS

CAE/B

Via China Clipper  
c.c. via next mail

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0662

X  
January 29, 1945

Mr. William Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: Letter from Dr. Eugene Chan  
W. C. U. U. Reserves & Transfers.

Dear Mr. Small:

You sent us a letter sometime ago from Dr. Eugene Chan which you requested us to forward to Mrs. Perry Hardin. Somehow or other Dr. Chan got it mixed up and wrote to Mrs. Perry A. Hardin; whereas, it should have been written to Mr. Perry A. Hardin.

Other items in your letter were taken care of as requested, which included a order on the United Church of Canada which took us a considerable length of time to make collection.

In the case of Dr. Ronald R. Y. Sung we could only pay \$500.00 a month and this month will clean up the \$2,500.

The other three items requested were established on our books. Elsewhere we have written you regarding the books which have gone out to you in parcel post from month to month. The Department of State took a considerable time to study the whole program of sending books to China. They were very sympathetic but finally wrote us that there was no special method of doing this and for us to follow the regular channels. Since the recent release on parcel post shipments we have been sending out as many books as possible and as soon as any come to hand kindly let us know as none can be registered or insured.

Very sincerely yours,

C. A. EVANS

CAE/B

Via China Clipper  
c.c. via next mail

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X  
January 29, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Dear Mr. Small:

Your letter of October 5th arrived in December. This enclosed a check for US\$650.00 with which an account was set up entitled "Chen Memorial Scholarship Fund." We would like to establish a savings account with this fund but have not devised a way to properly control it in the bank with which we are doing most of our negotiations. It is quite possible we will have to shift to some other organization in order to secure an account.

With every good wish, I am

Very sincerely yours,

C. A. EVANS

CAE/B

Via China Clipper  
c.c. via next mail

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0664

January 30, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: West China Pharmacal Laboratories  
Payment to Arthur H. Thomas Company

Dear Mr. Small:

Your letter of July 28th requesting us to transfer \$1,500 to Arthur H. Thomas has caused us considerable concern here in the office.

You will recall that we have a Finance Committee, some members of which are rather technical--one in particular. The drawing out of cash from the Endowment Fund is reported monthly to members of this Committee and before proceeding to do this, it seemed in order to be sure that the Committee would approve of the transfer of \$1,500.00 of West China Trust Funds to an outside organization. The whole question now comes up for airing in that Endowment Funds when so established fall under the Laws of the State of New York in such a manner as to make the subsequent handling rather difficult. Without any question we can make this transfer upon the proper presentation of an order if the Committee has decided to use the funds in this manner and it can be established that the funds were not definitely given by any individual for endowment purposes.

In view of the method of handling this as a credit on the books of a commercial house there is serious question. I realize it has been done, but I presume now it should have been reviewed by a proper committee.

I am writing you thus to let you know there are some difficulties in this situation which I hope can be ironed out, but believe that it is best to let it stand until we actually receive a bill from Arthur Thomas Company. I will write you any further news which I may receive on this question.

Very sincerely yours,

C. A. EVANS

CAE/B

Via China Clipper  
c.c. via next mail

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ack  
January 31, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: Closing as of June 30th.

Dear Mr. Small:

It gives me great pleasure to acknowledge your letter of October 30th— one reason being that you are bringing your books in line with those of our office and I hope that this good work will continue until we are both in perfect agreement.

Appropriation from United Church of Canada. As the money is being paid to you in China in relation to Canadian currency the only thing we can do is to enter on our books the equivalent amount in U. S. currency as that is the basis upon which our budgets are computed. I have had several very interesting and amusing conferences with Dr. Armp on the basis that they recognize a depression in Chinese currency as related to the U. S. dollars and make due compensation; whereas, they do not recognize a decline of the Canadian dollar as compared to the U. S. dollar. It is my understanding that the Woman's Missionary Society is to restore their appropriation to the \$2,000.00 basis. In fact a letter from the organization dated August 15, 1944 so states.

Special Reserve. I have studied through the previous correspondence on the Reserve Fund of \$4,826.80 and find that this amount was involved in \$40,617.94 carried forward in Accounts Payable on July 1, 1942. We should have at that time set up a special reserve account. As a consequence, we are now charging Accounts Payable with \$4,826.80 and crediting "Special Reserve."

Adjustments. We note your adjustments as per action F-1803. In the items of expenditure as outstanding on June 30, 1944 we found the following:

Drafts \$4,125.00 all paid.

Mission Grants on Field \$235.24 adjusted by journal voucher.

Reserves per letter decreased by \$2,000.00.

Transfer Payments per letter \$9,725.00 all paid.

Special Funds. All of the funds have been transferred according to various general Journal vouchers of reports in the Cash Statements from month to month. The recommendations in the past part of the paragraph on page 2 have been accomplished by Journal Voucher #546.

Balances in Accounts Payable. Agreeable to previous instructions received from the field we are holding here such balances as are available awaiting instructions as to their disposition.

Balance on Hand June 30, 1943-44. It is gratifying to know that you finished with

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Mr. Small

- 2 -

January 31, 1945

a sizable balance at the end of the year. Surely this will be a great help to you in getting through the difficulties of 1944 and 1945.

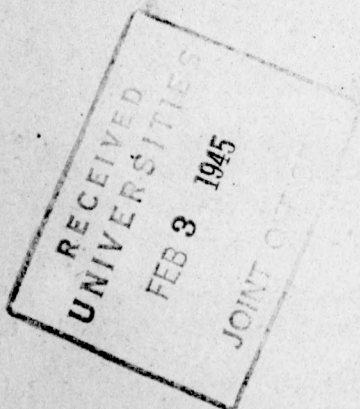
With sincerest best wishes, I am

Cordially yours,

C. A. EVANS

CAE/B  
cc: Accounting Office

Via China Clipper  
c.c. via next mail



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0667

February 3, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Dear Mr. Small:

We hold in hand the following:

Third quarterly installment for the year beginning July 1, 1944, on account of appropriation CM 150 for use in the Departments of Neuropsychiatry, Physiology and Pharmacology, Public Health, Medicine, and the Library..... ~~NC\$239,022.00 - \$ 796.74~~

Third quarterly installment for the year beginning July 1, 1944, on account of appropriation CM 149 for the maintenance of former medical students of the Peiping Union Medical College at West China Union University..... ~~243,900.00 - 813.00~~  
~~NC\$482,922.00 - \$1,609.74~~

This has been received in the understanding of the China Medical Board that adjustments will be made on the U. S. dollar amount involved when reports are received as to the amount of exchange actually employed.

You will note that the rate of 300 to 1 was used in the above computation, which may be too high.

In view of late correspondence, we are withholding sending this money pending information from you.

Very sincerely yours,

C. A. EVANS

CAE/B

Via China Clipper  
c.c. via next mail

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February 9, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: January 31st Closing Papers  
West China Union University

Dear Mr. Small:

The West China January Trial Balance sheets are enclosed along with the Budget Analysis, Cash Statement, copies of invoices and copies of Journal Vouchers #551 and #552. You will note that Journal Voucher #551 credits the Church Missionary Society with \$540.00 and charges same to Account #31 in the Current Budget. This is agreeable to the information received from the Society's office in London.

While it appears that we are far behind schedule in the receipts for the Current Budget, yet the United Church of Canada and General Administration totalling \$4,000 is never credited until the close of the year. Otherwise, we seem to be maintaining the proper schedule of income.

The Sustaining Funds as received from United China Relief have been sent to the field intact. Distribution has been made through the United Clearing Board and United China Relief in Chungking. Before the afternoon is over we will be sending cables to all who distribute our funds asking for reports and we anticipate prompt responses to these cables.

I believe other items on the closing papers are readily understandable.

Very sincerely yours,

C. A. EVANS

CAE/B  
ENCS.

Via China Clipper  
c.c. via next mail

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February 15, 1945

Mr. William W. Small  
West China Union University  
Changtu, Szechwan, CHINA

Dear Mr. Small:

The Rockefeller Foundation has paid us the following:

CM 141	Payment in full of amount required under appropriation for cost of instruction of Peiping Union Medical College students at West China Union University Medical College	RC 234,796.15 @ 150	\$1,565.31
CM 147	Final payment under appropriation for completion of additional accommodations for Peiping Union Medical College School of Nursing at West China Union University		400.00

Kindly note that CM 141 is paid on the basis of 150 to 1 exchange.

The Foundation is asking that a report be made on the entire appropriation and that an adjustment in U. S. dollars be effected as soon as possible. I hope you will be able to take care of this promptly as future appropriations will be more or less affected by the manner in which this appropriation is handled.

Very sincerely yours,

C. A. EVANS

CAE/B  
cc: Accounting Office

Via China Clipper  
c.c. via next mail

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
February 20th, 1945.

*ack 7/10/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Deposit to University Hospital  
Special Account

Dear Mr. Evans,

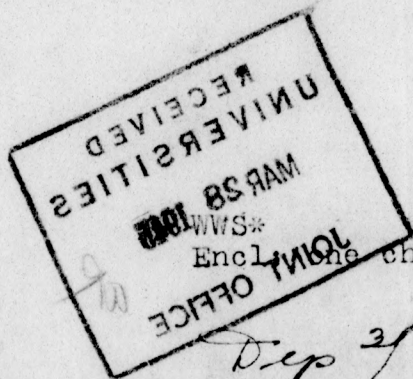
Please find enclosed herewith a check on the Treasurer of the United States, #5,407, for One Thousand One Hundred Ninety Five Dollars (US\$1,195.00) payable to West China Union University Hospital, New York.

This is a further payment on account of Laboratory and Operating Room expense to the University Hospital. Kindly have this amount credited to the special account you are carrying in the name of the University Hospital.

Sincerely yours,

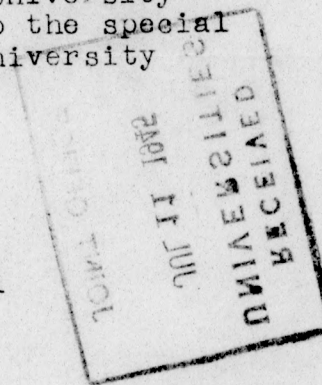
*William W. Small*

William W. Small.



*Dep 2/28/45*

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WEST CHINA UNION UNIVERSITY

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MAR 28 1945  
JOINT

Office of the Bursar,  
February 21st, 1945.

*ack  
2/11/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Hsiao-li Chang. X

Dear Mr. Evans,

I am enclosing herewith blanks covering a bank account which you opened with the Broadway Savings Bank, New York. The forms have been filled in and signed by Mr. Hsiao-li Chang.

*write to Broadway  
4/10/45*

Mr. Chang tells me that he is still expecting to go to the United States for post graduate study. It is rather difficult to say just when he can leave, as under present circumstances it is impossible and not desirable to go. If it should happen that Mr. Chang should find in the future that he cannot get away probably the best thing would be to have the balance in the account at that time deposited to the New York office and we could give him the equivalent out here. However, we trust that Mr. Chang will be able to carry out his original plan.

Mr. Chang has asked me to thank you for your willing assistance in completing this transaction on his behalf.

RECEIVED  
BROADWAY SAVINGS BANK  
MAR 21 1945

Very sincerely yours

*William W. Small.*  
William W. Small.

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WEST CHINA UNION UNIVERSITY,

Chengtou, Szechuen, China,  
March 7th, 1945.

Dr. Esther P. Lovejoy,  
American Women's Hospitals Association,  
50 West 50th Street,  
New York, U.S.A.

Dear Dr. Lovejoy,

Please find enclosed herewith a statement of account for the funds received from the American Women's Hospitals Association for the period October 1, 1944 to January 31, 1945.

You will note with pleasure, I am sure, that for the first time income exceeded expenditure for the given period. This was due to the much more favorable rate which we have been able to secure for the transfers of US\$1,000.00 through the United Clearing Board. You will see that at the time of writing the rate for January and February had not been declared. Due to the particular conditions prevailing at this time of year in China it has not been possible to complete sales. However, a letter in to-day indicates that the rate will be announced very shortly.

I have not asked the University Hospital to include any additional names of doctors or nurses for the period under consideration to take up the balance which is shown. Extreme price changes have been taking place during the past two months and it seemed wiser to see what expenditures were in relation to income for the next quarter; for at present it does not appear likely that the exchange rate will be able to keep pace with the rapidly increasing cost of living. If there is any balance at that time I will see that it is made available for the support of another worker, or workers, as the case may be.

By referring to the previous report for the period April 1 to September 30, 1944 you will see that the rate for October had not been determined at the time of writing. It turned out to be 130.10 to 1; making the equivalent of US\$1,000.00 which reached us CN\$130,100.00- just one hundred dollars more than we had made allowance for.

Dr. Cunningham left China about the middle of January, on her way to the United States and Canada for furlough. She will no doubt be contacting you on arrival, though due to transportation difficulties it may not be for some time. Due to the prevailing shortage in Hospital staff members who are in a position to gather material which would interest you, no reports have been turned in to me since Dr. Cunningham's departure. However, I trust that some will be forthcoming soon.

I might say that your letter dated May 27, 1943 arrived not long ago, with the cable message you sent out! Where it has been in the meantime is a mystery.

Sincerely yours,

William W. Small.

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STATEMENT OF ACCOUNT FOR FUNDS RECEIVED  
FROM  
THE AMERICAN WOMEN'S HOSPITALS ASSOCIATION

October 1, 1944 to January 31, 1945.

INCOME:

<u>Grant for month of</u>	<u>Date received</u>	<u>Amount US\$</u>	<u>Amount CN\$</u>
1944 October	November 15	1 000 00	139 500 00
November	December 15	1 000 00	228 050 00
December	January 15	1 000 00	200 000 00*
1945 January	February 15	1 000 00	200 000 00*
		<u>4 000 00</u>	<u>767 550 00</u>

EXPENDITURE: Salaries \*\* of Doctors and Nurses.

<u>Name</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>Total</u>
<u>Doctors-</u>					
Dsang, Ruth	7 260	8 052	10 410	12 330	38 052 00
Fu Teh Tsao	6 525	7 065	7 650	10 900	32 140 00
Ho Chuen Yin	5 634	6 048	6 497	9 640	27 819 00
Hsiung Bi Shwan	9 985	10 758	14 850	15 430	51 023 00
Ho Chun Yung	5 634	6 048	6 497	9 640	27 819 00
Mao Wen Shu	7 260	8 052	10 410	12 330	38 052 00
Shih Yin Lan	5 634	6 048	6 497	9 640	27 819 00
Yoh, Helen	10 085	11 373	14 060	16 290	51 808 00
<u>Nurses-</u>					
Chang Ai Lun	7 674	8 376	9 137	12 520	37 707 00
Chang Kuei Shu	7 545	8 229	8 970	12 340	37 084 00
Chang Shu Chen	6 780	7 356	7 980	11 260	33 376 00
Fan Hsiao Yuan	6 525	7 065	7 650	10 900	32 140 00
Kao Chen	6 780	7 356	7 980	11 260	33 376 00
Lei Teh Ying	7 545	8 229	8 970	12 340	37 084 00
Li Teng Yun	6 909	7 503	8 148	11 440	34 000 00
Liu Yueh Ching	7 035	7 647	8 310	11 620	34 612 00
Peng Chen Shu	6 525	7 065	7 650	10 900	32 140 00
Sun Hua	6 909	7 503	8 148	11 440	34 000 00
Sun Hui Yung	6 780	7 356	7 980	11 260	33 376 00
Teng Feng Yu	6 399	6 921	7 487	10 720	31,527 00
	<u>141 423</u>	<u>154 050</u>	<u>175 281</u>	<u>234 200</u>	<u>704 954 00</u>

NOTE: \*The CN\$ equivalent in each case is only approximate, as the US\$ selling rates for the months of January and February have not yet been released from the United Clearing Board, Chungking.

\*\*The salary consists of basic salary, cash bonus and food or rice allowance.

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March 7, 1945

Mr. William Small  
West China Union University  
Chengtou, Szechwan, CHINA

Re: Items as per Sub-heads.

Dear Mr. Small:

February Closing Statements. The West China February Trial Balance sheets are enclosed herewith along with the Budget Analysis, Cash Statement, copies of several invoices and copies of Journal Vouchers #553 and #554. Journal Voucher #553 explains itself.

It now appears that we will face a serious deficit in the general budget. Income on securities has turned out far less than we anticipated due to some call bonds and some real estate holdings have been liquidated, and the proceeds put into Government Securities. We have entered the allocation of cash as received from United China Relief. We cannot do this until we know more about what has been done in China and I am awaiting reports from the field as to the amount disbursed to the individual Colleges. If you can do anything to help improve this distressing situation, I would appreciate it.

Dr. Leslie Kilborn. Dr. Kilborn was about ready to sail for China when Mrs. Kilborn had a severe heart attack. This was a week ago Sunday and since that time she has been in the hospital with little hope of her recovery. Dr. Kilborn, of course, cancelled all arrangements for travel. He had accumulated considerable amount of medical supplies here in the office and he is now endeavoring to make arrangements for sending them out to Chengtu.

With every good wish to you, I am

Very sincerely yours,

C. A. EVANS

CAE/B  
ENCs.

Via China Clipper  
c.c. via next mail

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March 7, 1945

Mr. William Small  
West China Union University  
Chengtu, Szechwan  
CHINA

Dear Mr. Small:

We have just received a letter from the Church  
Missionary Society informing us that the Auxiliary Contribution  
for the Women's College of West China Union University has been  
decreased to £10 from 25£ per annum.

It will be necessary to make adjustments on your  
books accordingly.

Very truly yours,

CAE:EW

C. A. EVANS

Via: China Clipper

cc: Regular Mail

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COPY

WEST CHINA UNION UNIVERSITY,

Chengtou, Szechuen, China,  
March 7th, 1945.

Dr. Esther P. Lovejoy,  
American Women's Hospitals Association,  
50 West 50th Street,  
New York, U.S.A.

Dear Dr. Lovejoy,

Please find enclosed herewith a statement of account for the funds received from the American Women's Hospitals Association for the period October 1, 1944 to January 31, 1945.

You will note with pleasure, I am sure, that for the first time income exceeded expenditure for the given period. This was due to the much more favorable rate which we have been able to secure for the transfers of US\$1,000.00 through the United Clearing Board. You will see that at the time of writing the rate for January and February had not been declared. Due to the particular conditions prevailing at this time of year in China it has not been possible to complete sales. However, a letter in to-day indicates that the rate will be announced very shortly.

I have not asked the University Hospital to include any additional names of doctors or nurses for the period under consideration to take up the balance which is shown. Extreme price changes have been taking place during the past two months and it seemed wiser to see what expenditures were in relation to income for the next quarter; for at present it does not appear likely that the exchange rate will be able to keep pace with the rapidly increasing cost of living. If there is any balance at that time I will see that it is made available for the support of another worker, or workers, as the case may be.

By referring to the previous report for the period April 1 to September 30, 1944 you will see that the rate for October had not been determined at the time of writing. It turned out to be 130.10 to 1; making the equivalent of US\$1,000.00 which reached us CN\$130,100.00- just one hundred dollars more than we had made allowance for.

Dr. Cunningham left China about the middle of January, on her way to the United States and Canada for furlough. She will no doubt be contacting you on arrival, though due to transportation difficulties it may not be for some time. Due to the prevailing shortage in Hospital staff members who are in a position to gather material which would interest you, no reports have been turned in to me since Dr. Cunningham's departure. However, I trust that some will be forthcoming soon.

I might say that your letter dated May 27, 1943 arrived not long ago, with the cable message you sent out out! Where it has been in the meantime is a mystery.

Sincerely yours,

William W. Small.

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COPY

STATEMENT OF ACCOUNT FOR FUNDS RECEIVED  
FROM  
THE AMERICAN WOMEN'S HOSPITALS ASSOCIATION

October 1, 1944 to January 31, 1945.

INCOME:

<u>Grant for month of</u>	<u>Date received</u>	<u>Amount US\$</u>	<u>Amount CN\$</u>
1944 October	November 15	1 000 00	139 500 00
November	December 15	1 000 00	228 050 00
December	January 15	1 000 00	200 000 00*
1945 January	February 15	1 000 00	200 000 00*
		<u>4 000 00</u>	<u>767 550 00</u>

EXPENDITURE: Salaries \*\* of Doctors and Nurses.

<u>Name</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>Total</u>
<u>Doctors-</u>					
Deang, Ruth	7 260	8 052	10 410	12 330	38 052 00
Fu Teh Tsao	6 525	7 065	7 650	10 900	32 140 00
Ho Chuen Yin	5 634	6 048	6 497	9 640	27 819 00
Hsiung Bi Shwan	9 985	10 758	14 850	15 430	51 023 00
Ho Chun Yung	5 634	6 048	6 497	9 640	27 819 00
Mao Wen Shu	7 260	8 052	10 410	12 330	38 052 00
Shih Yin Lan	5 634	6 048	6 497	9 640	27 819 00
Yoh, Helen	10 085	11 373	14 060	16 290	51 808 00
<u>Nurses-</u>					
Chang Ai Lun	7 674	8 376	9 137	12 520	37 707 00
Chang Kuei Shu	7 545	8 229	8 970	12 340	37 084 00
Chang Shu Chen	6 780	7 356	7 980	11 260	33 376 00
Fan Hsiao Yuan	6 525	7 065	7 650	10 900	32 140 00
Kao Chen	6 780	7 356	7 980	11 260	33 376 00
Lei Teh Ying	7 545	8 229	8 970	12 340	37 084 00
Li Teng Yun	6 909	7 503	8 148	11 440	34 000 00
Liu Yueh Ching	7 035	7 647	8 310	11 620	34 612 00
Peng Chen Shu	6 525	7 065	7 650	10 900	32 140 00
Sun Hua	6 909	7 503	8 148	11 440	34 000 00
Sun Hui Yung	6 780	7 356	7 980	11 260	33 376 00
Teng Feng Yu	6 399	6 921	7 487	10 720	31,527 00
	<u>141 423</u>	<u>154 050</u>	<u>175 281</u>	<u>234 200</u>	<u>704 954 00</u>

NOTE: \*The CN\$ equivalent in each case is only approximate, as the US\$ selling rates for the months of January and February have not yet been released from the United Clearing Board, Chungking.

\*\*The salary consists of basic salary, cash bonus and food or rice allowance.



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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
March 16th, 1945.

*ack*  
*7/11/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Items as underlined

Dear Mr. Evans,

You must have had a busy time with correspondence during the last week of January! Yesterday we received no less than fifteen letters written between January 22 and February 3. We appreciate greatly your efforts in clearing off the numerous small items which we had written about during the previous six months. I will only comment on a few of your letters as most of them were in reply to those written from the field.

\* Alan Sullivan transfer:

I was sorry to learn that you had so much trouble in locating Mr. Sullivan. This was the address given us by his son, so we assumed that it would find him. Thanks indeed for special efforts on his behalf.

West China Pharmacal Laboratories payment to Arthur H. Thomas Co.

*See letter since 6/10/44*

I am sure that none of the members of the Pharmacy group on the field, and certainly including myself, realized that we would be causing you difficulty in asking to have funds transferred from the Pharmacal Laboratories account to Arthur H. Thomas Company. True in my letter of June 19, 1944 I did ask to have an account opened in the name of "Pharmacy Endowment". Strangely enough it never occurred to me that this would be placed in the endowment section of the University in New York. I thought it would be treated like the other items which we had been dealing with, namely, being held in the "Suspense" account under the heading "Pharmacy Endowment". I can now see how this may not have been clear to you. I am, therefore, asking the group here to write an official letter about this amount and will include it with this letter. I trust that this will assist you in clearing up any difficulty which may have been caused.

Pens for office in China:

Thank you for your information on this point. When I wrote asking that you assist us in securing the pens it seemed to be the easiest way to meet our difficulty. However, as it is not possible for you to do so please consider the matter closed. We will get along as best we can here. The war isn't going to last indefinitely and then we can obtain some of the things which were formerly considered daily necessities, but which have become luxuries of the first order!!

Thanking you again for attending to the numerous requests we have made in the past few months.

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*not enclosed*

WCUU Hospital Pediatrics Fund:

You are already carrying an account in the name of the WCUU Hospital Pediatrics Fund according to Journal Voucher #541, of October 31, 1944. Please find enclosed herewith a check on the Central Hanover Bank and Trust Company in favor of West China Union University for Three Hundred Forty Dollars (US\$340.00). This check was bought last year from Ginling College with funds in the Pediatrics account at the time. Would you please credit this amount to the special reserve account previously established.

Shipping Records:

In recent weeks we have received copies of shipping records for packages which you indicate are already on the way. Up to the present time none of the packages have arrived. It is to be hoped that they get through in due course. We will certainly let you know as soon as the first ones arrive. That will be a great day, for there are many things which we have had to do without during the last few years which are badly needed.

Payments on behalf of China Medical Board:

*\$ 1,609.74  
Deposited  
4/10/45  
No 4353  
+ additional  
\$ 4,926.94*

Would you please have the two amounts mentioned in your letter of February 3 transferred to us through the United Clearing Board; namely, appropriation CML50 for \$796.74 and appropriation CML49 for \$813.00. Actually this method of transfer has caused considerable delay during the past year. On the one hand the attitude of the China Medical Board in wishing that only the original appropriations in Chinese Dollars be transferred to the field is quite understandable. On the other hand it means that the money reaches us long after the period in which it is actually used on the field, and thus we have had to make considerable advances. Dr. Forkner, the Director of C.M.B., is fully aware of the difficulty which has arisen and has been most co-operative in helping to see us through our problem. He is leaving for the United States tomorrow, and I believe he will be making some recommendations regarding the transfers for next year which will facilitate matters. My suggestion has been that the China Medical Board pay the first three quarterly installments in US dollars as passed in the original budget. We can inform the Board from the field what money has actually been received in CN dollars. Then an adjustment can be made in the final quarter. It complicates things so much when adjustments have to be made each quarter; and the same result is obtained by the much simpler method suggested.

With kindest personal regards,

Very sincerely yours,

*William W. Small.*  
William W. Small.

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March 17, 1945

Mr. William W. Small  
West China Union University  
Changtu, Szechwan, CHINA

Re: Payment to Miss S. B. Downer

Dear Mr. Small:

Your letter of January 19th requests us to transfer US\$230.00 to Miss Sara B. Downer. Agreeable thereto we have mailed her a check in this amount charging same to the current budget.

With every good wish, I am

Most sincerely yours,

C. A. EVANS

CAE/B  
cc: Accounting Office

Via China Clipper  
c.c. via next mail

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JOINT OFFICE

UNITED CLEARING BOARD  
CHENG TU AGENCY

RECEIVED  
UNIVERSITIES  
C/o W.C.U.U. Bursar's Office,  
March 21, 1945.  
JOINT OFFICE

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Payments for Dr. Chen Chao-jen  
and Dr. Chesan Lung

Dear Mr. Evans,

In your letter of November 21, 1944 you raise a question regarding an additional amount of US\$200.00 for the account of Dr. Chen Chao-jen and Dr. Wang Yoh-hua. This money was received in due course - following the departure of Mrs. Wang and Chen and after we had written the first communication asking you to pay them US\$2,000.00. Will you therefore, make available an additional Two Hundred Dollars United States Currency (US\$200.00) to Dr. Chen. Please have this sum charged to Cheeloo University, as the equivalent in Chinese currency has been transferred to that organization on the field.

There is one further item on the United Clearing Board account which has been requiring attention for some time, namely, a transfer on behalf of Dr. Chesan Lung. He has asked that the sum of Five Hundred Dollars United States Currency (US\$500.00) be transferred to the S.S. White Dental Manufacturing Company, Philadelphia and credited to his account with that firm. In this case West China Union University received the equivalent on the field. Would you therefore charge West China Union University current appropriation 1944-45 with US\$500.00.

Thanking you for your attention in this matter,

Sincerely yours,

*William W. Small*

William W. Small.

WWS\*

P.S. Perhaps I should add in explanation that both these accounts refer to ancient history, prior to the time the Chungking Committee was formed. Thus they were included in the original transactions of the Chengtu Agency.

*OK, C.A.E.*  
*J.V. # 217*  
*4/20/45*  
*to [unclear] 17.2*  
*See Mr. Small's*  
*letter 6/19/44*  
*Dep 8/10/44 - 500.00*  
*is this the*  
*same instruction*  
*or another?*

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March 22, 1945

Mr. William Small  
West China Union University  
Chengtu (CHINA)

Dear Mr. Small:

As a result of a conversation with Dr. Lovejoy of the American Medical Women's Association I am writing you again giving you something of the background which has come to me.

The day before yesterday the Annual Meeting of that organization was held and one dear lady doctor proposed that the appropriation for the work being supported by the organization be raised to \$1,500.00 a month. She was a doctor, formerly in China, whose name I do not know. There was general interest in her proposal but because of the fact that so little knowledge is available regarding the work and so little information is being received, it was voted down and \$1,200.00 was approved for the monthly payment. This even is an advance but the staff of the American Women's Hospitals feels that it is not a vote of confidence but because there has been a very wide response and because the organization cannot use the funds in other fields.

I realize the difficulties involved in getting some sort of pictures showing the doctors at their work, especially with the arm-bands of the organization attached, but this is a contact which might mean a great deal for West China in the future.

I have not the time to review the correspondence which has come regarding this project but they have in mind that there are eight women doctors on the West China campus and if that is the case, eight can constitute a chapter of the Medical Women's International Association. I wish you would give us some light on this.

Pending further information also there is a lady doctor in Chicago who is willing to contribute \$600.00 a year for the support of a woman doctor on the staff in China. This looks like a very important development but it needs more thought from China.

Very truly yours,

C. A. EVANS

CAE:EW

Via: China Clipper  
cc : Next Clipper

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March 27, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: Various Matters Sub-headed.

Dear Mr. Small:

Your letter of December 4th was received and the Accounting Department reports back on the various items, and we have also received word from the Friends Service Council which permits us to answer your communication.

Associated Mission Treasurers' Credit. We have followed out your instructions regarding the disposition of these small balances.

Friends Service Council - 452-16-11. Your statement regarding this situation permitted me to have a conference with Arnold Vaught. Strangely enough he uncovered a memorandum which showed that this <sup>money</sup> was received without any designation as to its particular use and it was put in the general fund. This word was transmitted to Bernard Lawson in London and they have found ways of taking care of same before making Mr. Vaught pay from his own pocket. This closes the incident.

Mr. Meng Ssu-Ming. I am glad to have your approval for our method of handling expenditures for Mr. Meng. It was our thought that this was the best way to use some of these funds and I hope that it will be approved by Dr. Elisseoff.

Eli Lilly Situation. This situation took on a different turn when the Company found an order from Dr. Cheo Hai-fan. They applied for a license for shipment and same has not been approved as yet. I am following it up elsewhere and will let you know the result.

American Women's Hospitals. This paragraph was passed on to Dr. Lovejoy which resulted in an hour's conversation as to how could we expect money to be secured without more publicity. I have written you elsewhere so will say no more.

Sustaining Funds. I hope you have a clearer concept of what is happening with the Sustaining Funds than I have. I am now waiting for report from Chengtu showing disbursements there, but if it is like others I have received, not much light will be shed upon the situation. We are still struggling and hoping that Dr. Fenn will give us some help.

I am deeply grateful for your Christmas Greetings and good wishes for the New Year, but which now seems to be far removed, and we hope before another year rolls around that there will be more normalcy.

Very sincerely yours,

C. A. EVANS

CAE/B  
Via China Clipper  
c.c. via next Clipper

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March 28, 1945

Mr. William Small  
West China Union University  
Chengt'u, Szechwan  
CHINA

Dear Mr. Small:

Your letter of January 19th calls attention to items to be cleared:

1. Mr. Tsung-sen Fong - deposit \$1,000.00. A check was mailed to Mr. and Mrs. L. C. Lee in San Francisco on August 11th, also a letter accompanied same. The check was not cashed until January of 1945, when it was returned to our banking account, but no acknowledgement has been received otherwise. In so far as we could determine the check went through the proper hands and has all the proper endorsements from the bank. We hope by this time that Mr. Fong has received word that the money was properly taken care of by Mr. and Mrs. Lee.

2. Dr. S. P. Yeh - deposit of \$1,000.00. We have received word from the San Francisco Bank that they are willing to accept the deposit as suggested in your letter and they have sent to us a signature card asking us to have same filled out and send a check. We are, however, sending a check immediately with the signatures we have on hand and meanwhile it would seem advisable for you to have Dr. Yeh fill in the enclosed card. Upon receipt of this we will forward it to the bank immediately.

Very truly yours,

CAE:EW

C. A. EVANS

Via: Air mail  
cc : " "  
enc.

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March 30, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: American Women's Hospitals

Dear Mr. Small:

For your information I am enclosing copy of a letter just received from Dr. Lovejoy of the American Women's Hospitals so that you may have first-hand knowledge of this situation.

Very sincerely yours,

C. A. EVANS

CAE/B  
ENCS.

Via China Clipper  
s.c. via next mail

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C O P Y

American Women's Hospitals  
50 West 50th Street  
New York 20, N.Y.

March 29, 1945

Mr. C. A. Evans  
Board of Colleges of China  
New York, N. Y.

Dear Mr. Evans:

Over the telephone I mentioned the excellent reports we receive from Great Britain and the fine pictures taken with our armbands that we have from time to time. I am enclosing a Round Robin signed by sixty-five women doctors in Great Britain through whom we have participated in the relief of civilians sick and injured since 1940. This Round Robin created nothing less than a sensation at the last meeting of our national association.

Last year we got some very good pictures from China of medical women and nurses wearing our armband doing actual work. I do hope we shall be able to get some pictures of the same kind for they are so helpful to us in securing support for this service.

Cordially,

(signed) Esther P. Lovejoy

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April 6, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: March 31st Closing Papers

Dear Mr. Small:

This is the monthly letter enclosing West China Trial Balance sheets for March together with Budget Analysis, Cash Statement, copies of Journal Vouchers #555, #556 and #557. You will also find copies of invoices.

You will note that there is an overdraft in Account #31.1 which was due to the receipt of a number of drafts during the past month. Presumably there will be some instructions for adjustment received from the field before the close of the year. If not, we will make the same here and report to you.

I must confess that I have been completely baffled during the last ten days in my effort to reconcile various reports received from China regarding the distribution of Sustaining Funds.

I am to have a conference today with several people from United China Relief in an effort to gain further light on what is happening on the field. The days are all too short even to cover routine tasks. We shall not despair however.

Very sincerely yours,

C. A. EVANS

CAE/B  
EWCS.

Via China Clipper  
c.c. via next mail

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*Account 8  
American Foreign Insurance  
Assoc. 3/23/45*

WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
April 7th, 1945.

Mr. C. A. Evans,  
150 Fifth Avenue,  
New York 11, N. Y.,  
U. S. A.

Re: Insurance of Chungking  
Hospital Building.

Dear Mr. Evans,

You have no doubt already seen reference to the generous gift of a Hospital building to the University, made by one of the members of the Alumni.

The question of insurance has been raised and it has been suggested that this building be included with the other University buildings; or if this is not possible, to have it covered by the same company commencing on the same date - May 31, 1945 - thus facilitating annual payments.

The Hospital is situated at #33 Ma Ngan San, South Bank, Chungking, Szechuen. (The South Bank is across the river from the City of Chungking.) It is a three story brick building with tile roof. The building is located in a large compound, along with two residences and a church, which is separated from the adjoining countryside by a high brick wall. Lighting throughout the building is by electricity. The hospital was built by a former member of the Methodist Mission, and is similar in style and construction to the buildings on our campus. It would seem, therefore, that the rates for fire insurance would be the same.

We would like the building covered to the extent of US\$50,000.00, (fifty thousand United States dollars).

You may find that the insurance company requires certain additional information which has not been included here. We will be glad to furnish such material if desired, but in the mean time will you please see that some form of insurance is placed to cover the building as described.

Sincerely yours,

*William W. Small*  
William W. Small.

cc: Mr. Sing J. Dsen.

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MAY 8 1945  
JOINT OFFICE

UNIVERSITY OF NANKING  
WEST CHINA UNION UNIVERSITY

Office of the Treasurer,  
April 7th, 1945.

*See memo  
Bank for Savings*

RECEIVED  
UNIVERSITIES  
MAY 5 1945  
JOINT OFFICE

*at  
6/1/45*

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Opening Bank Account  
for Mr. S.H. Fong ✓

Dear Mr. Evans,

Last year three checks were sold to Mr. S.H. Fong, a member of the West China Union University Staff. They were sold on the understanding that they would be held by the University for safe-keeping until such a time as the purchaser might be able to use them after the end of the war. They were reported in our lists of outstanding checks at June 30, 1944: W.C.U.U. checks #41 and #42 each for US\$3,000.00; University of Nanking check #1649 for US\$2,000.00 marked "Yenching"; totalling US\$8,000.00.

As many people are now opening accounts in New York banks through the United Clearing Board there seems to be no reason why the same could not be done in this case. Would you, therefore, please have a joint account opened in the name of Mr. S.H. Fong and Miss Eleanor M. Dye by depositing Eight thousand dollars (US\$8,000.00) in some reliable savings bank- or two if the amount is too large for one. The bank(s) can communicate with Miss Dye to complete the necessary forms, at the following address:

Miss Eleanor M. Dye, Butler Hall,  
88 Morningside Drive, New York City, N.Y.

Kindly charge West China Union University current appropriation 1944-45 with US\$6,000.00; and Yenching University with US\$2,000.00, as indicated above. The checks now being held will be cancelled as soon as we hear from you that the transaction has been completed as requested.

Sincerely yours,

*Elsie M. Priest*      *William W. Small*

Elsie M. Priest      William W. Small

cc: S.H. Fong.

*Dep. 7/28/45  
4,000.00 No 4370 Bank for Savings  
4,000.00 No 4371 Yenching Savings*

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April 20, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: Funds to China

Dear Mr. Small:

Today we cabled through Miss Priest \$6,536.68. This was upon instructions from Dr. Forkner with whom I talked over the telephone.

Your letter of March 18th requested us to send \$1,609.74. Since then we have received \$781.94 on the CMB appropriation 149 and \$4,145.00 on CMB 150. The latter was based on 200 to 1 and the former at 300 to 1.

I trust these reach you promptly.

Very sincerely yours,

C. A. EVANS

CAE/B  
cc: Accounting Office

Via China Clipper  
s.c. via next mail

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
April 27th, 1945.

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Dear Mr. Evans,

We have received the equivalent of One Hundred Dollars United States Currency (US\$100.00) for Miss Downer, one of our staff members now on furlough.

Would you kindly forward this amount to:

Miss S.B. Downer,  
Mount Holyoke College,  
South Hadley, Mass.,  
U.S.A.

Please charge this sum of US\$100.00 to our current account #31.

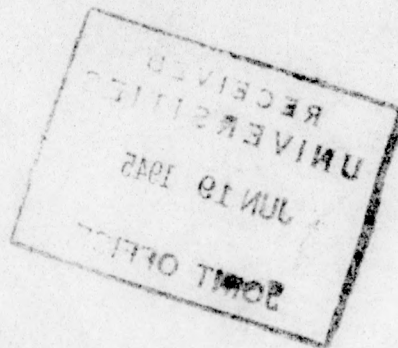
Sincerely yours,

*William W. Small*

William W. Small.

WWS\*

cc: Miss S.B. Downer



*Entered by fr #51  
6/15/45*

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
April 27th, 1945.

*Written  
reference  
file*

Mr. C. A. Evans,  
150 Fifth Avenue,  
New York 11, N. Y.,  
U. S. A.

Dear Mr. Evans,

We have received the equivalent of One Hundred Dollars United States Currency (US\$100.00) for Miss Downer, one of our staff members now on furlough.

Would you kindly forward this amount to:

Miss S. B. Downer,  
Mount Holyoke College,  
South Hadley,  
Mass., U. S. A.

Please charge this sum of US\$100.00 to our current account #31.

Sincerely yours,

*William W. Small*

William W. Small.

WWS\*  
cc: Miss S. B. Downer

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JOINT OFFICE

JOINT OFFICE  
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WEST CHINA UNION UNIVERSITY  
OFFICE OF THE BURSAR

May 7th 1945.

*1/19/45*

Mr. C. A. Evans,  
China Colleges,  
150 Fifth Avenue,  
New York 11, N. Y.,  
U. S. A.

Re: Transfer of funds for  
Mr. Franklin C. Chiang

Dear Mr. Evans,

This letter will introduce Mr. Franklin C. Chiang,  
a last term a student in the University.

Mr. Chiang has now made arrangements to proceed  
to the United States, where he has already had permission to  
enter Massachusetts Institute of Technology, Cambridge, Mass-  
achusetts.

Mr. Chiang has paid to us here the equivalent of  
Three Thousand four hundred and six dollars United States  
Currency (US\$3,406.00). I am giving him a copy of this  
letter. When he presents it to you in New York, will you  
kindly make arrangements to have this money paid to him,  
according to the regulation in existence regarding the  
withdrawal of deposits.

*noted*

Please charge this amount of US\$3,406.00 to the  
current appropriation for the year 1944-45.

Thanking you for your assistance in this matter,

Sincerely yours,

*William W. Small*  
William W. Small.

*OK to set up on  
Suspense  
6/26/45  
P. # 564  
Copies for file*

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JUL 20 1945

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UNIVERSITY  
JUL 20 1945  
LOCAL OFFICE

cc: Mr. Franklin C. Chiang.

*12/3/45 - Paid 500.00 to 44700.e.*

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
May 12th, 1945.

Mr. C.A. Evans,  
China Colleges,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Transfer of funds for  
Mr. J.E. Moncrieff.

Dear Mr. Evans,

Mr. J.E. Moncrieff has an account in New York which he is anxious to settle and as we are in need of funds here it seemed in order to complete this transaction.

Would you kindly pay Mr. Forrest Smith, Treasurer, American Baptist Foreign Mission Society, 152 Madison Avenue, New York 16, N.Y. the sum of Eight Hundred Dollars United States Currency (US\$800.00) Mr. Moncrieff has already paid us the equivalent here.

Please charge this amount of US\$800.00 to the current appropriation 1944-45.

Thanking you for your attention in this matter,

Sincerely yours,

*William W. Small*

William W. Small.

cc: Mr. J.E. Moncrieff.

*Paid 6/26/45  
No 4385*

*OK one*

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JOINT OFFICE

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1933 B.A.  
Teacher in China

WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
May 15th, 1945.

Ack  
7/19/45

Mr. C.A. Evans,  
China Colleges,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Transfer of special account  
in name of Mr. Y.S. Kuo

Dear Mr. Evans,

In my letter to you of March 4th, 1944 I indicated that Commissioner Y.S. Kuo expected to be leaving for the United States and on arrival in New York would be making arrangements for the withdrawal of the Five Thousand Dollars United States Currency (US\$5,000.00) which he has had on deposit there.

Commissioner Kwoh now finds it impossible to go abroad. He has requested that this sum of US\$5,000.00 be made available for the use of Miss Yang Yuin Huei. Miss Yang expects to be able to leave China some time in August. We are giving her a copy of this letter. When she contacts you on arrival in the United States would you kindly make arrangements to have this money withdrawn according to the existing regulations regarding such deposits.

Thanking you for your continued assistance in this matter,

Sincerely yours,

*William W. Small*

cc: Miss Yang Yuin Huei.

William W. Small.

*Noted E.C.*

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JOINT OFFICE

*Paid 200.00  
800.00  
9/14/46  
Balance suggest to Mrs Yang*

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West China



Union University

*Duplicate*

BURSAR'S OFFICE

CHENG TU, WEST CHINA

May 15th, 1945.

Mr. C.A. Evans,  
China Colleges,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Transfer of special account  
in name of Mr. Y.S. Kuo

Dear Mr. Evans,

In my letter to you of March 4th, 1944 I indicated that Commissioner Y.S. Kuo expected to be leaving for the United States and on arrival in New York would be making arrangements for the withdrawal of the Five Thousand Dollars United States Currency (US\$5,000.00) which he has had on deposit there.

Commissioner Kwoh now finds it impossible to go abroad. He has requested that this sum of US\$5,000.00 be made available for the use of Miss Yang Yuin Huei. Miss Yang expects to be able to leave China some time in August. We are giving her a copy of this letter. When she contacts you on arrival in the United States would you kindly make arrangements to have this money withdrawn according to the existing regulations regarding such deposits.

Thanking you for your continued assistance in this matter,

Sincerely yours,

*William W. Small*

cc: Miss Yang Yuin Huei.

William W. Small.



*10/19/46 Received the frozen amount (4000.00)*

*Yang Yuin Huei*

*Paid \$1,000.00 9/24/46  
in two checks*

*Balance subject to call by  
Miss Yang.*

*Balance paid 2 checks 10/19/46  
# 336 1,600  
# 337 2,400  
4,000.00  
Miss Evans  
Paid*

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
May 16th, 1945.

Mr. C.A. Evans,  
China Colleges,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: Transfer fdd Dr.S.D.Du  
to Mr.Young Shan-tsing

Dear Mr. Evans,

X Dr.S.D.Du, a member of the staff of our College of Medicine for many years, has asked me whether it would be possible to have a small account paid for him in the United States. As the amount involved is small it seemed to me that there would be no conflict with any regulations.

He has therefore paid us the equivalent of Two Hundred Dollars United States Currency (US\$200.00) and has asked that this sum be paid to:

X Mr. Young Shan-tsing,  
2110 LeRoy Place,  
Washington, D.C.

2 6/26/45  
4386

Kindly charge this to the current appropriation for 1944-45.

Thanking you for your assistance in this matter,

Sincerely yours,

*William W. Small*

William W. Small.

*OK car*

cc: Dr. S. D. Du.

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WEST CHINA UNION UNIVERSITY

Office of the Bursar,  
May 23rd, 1945.

*ack  
8/9/45*

Mr. C.A. Evans,  
China Colleges,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

Re: 1) Transfer to University Hospital  
Pediatrics Clinic fund  
2) Analysis of "Suspense" Account

Dear Mr. Evans,

Please find enclosed herewith a check on the Central Hanover Bank and Trust Company in favor of West China Union University for Three hundred forty dollars United States currency. This was purchased by the University Hospital Pediatrics Clinic at a time when we were not making any transfers and thus Ginling College let us have a check. Would you please have this check cashed and the proceeds placed to the credit of the University Hospital Pediatrics Clinic fund which you are already carry in "Suspense".

*noted  
9/9/45*

We would greatly appreciate it if some time you could have an analysis made of the "Suspense" account which you are carrying in your ledger. Some of the reserves therein have been built up over a considerable period and we would like to check your totals with ours. A statement of this account would be most helpful.

Would you kindly pass on the enclosed letter to Dr. Cartwright.

*OK 7/16/45  
K.W.B.*

*Dep. 7/17/45  
West China*

Sincerely yours,

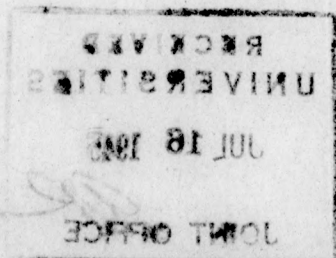
*William W. Small.*

William W. Small.

Encl.: 1 check.

PS:

On checking over my file I notice that on March 16, 1945 I mentioned the matter of a check for the Pediatrics Fund. Sorry that I failed to include it at that time.



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June 1, 1945

Mr. William Small  
West China Union University  
Chengtu, Szechwan  
China

Dear Mr. Small:

Dr. Frank T. Cartwright, Secretary of the  
Methodist Board sends me \$5.00 with the following note:

"Herewith a \$5.00 note for the personal account of Dr.  
Lincoln Dsang. Some years ago he left a somewhat weather-  
beaten fur coat with one of the girls in our office for  
sale and after a considerable period of time, it brought  
this amount. Will you please transmit it to Dr. Dsang?"

Please make the equivalent of this money  
available to Dr. Dsang as soon as possible, and oblige

Yours very truly,

CAE:EW

C. A. EVANS

Via: China Clipper  
cc : Next Clipper  
cc : Accounting Office ✓

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0700

June 1, 1945

Mr. William W. Small  
West China Union University  
Chungku, Szechwan, CHINA

Re: Opening Bank Accounts for  
Eleanor M. Dye and S. H. Fong.

Dear Mr. Small:

I am acknowledging your letter of April 7th regarding the captioned item.

I am pleased to say that we have been able to do this by using two different banks and dividing the amount equally between them. We have secured the signatures and data regarding Miss Dye and are enclosing herewith cards for the signature of Mr. Fong which should be filled in quite fully. Upon receipt of these they will be likewise attested to by Miss Dye and the account will then be in proper order.

Very sincerely yours,

C. A. EVANS

CAE/S  
EMCS.  
cc: Accounting Office

Via China Clipper

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0701

June 1, 1945

Mr. William Small  
West China Union University  
Chengtou, China

Dear Mr. Small:

Considerable correspondence has been exchanged with our office with the firm of Eli Lilly International Corporation. This has reference to an order for Cheo Hai-fan, head of the Department of Parodontology of West China Union University.

The Lilly Company has also communicated with him and you will recall that we were instructed to pay \$300.00 to Lilly and Company but as no order has been filled we are still holding this money.

Very truly yours,

CAE:EW

C. A. EVANS

Via: China Clipper  
cc : Next Clipper

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0702

June 1, 1945

Mr. William Small  
West China Union University  
Chongtu, Szechwan, CHINA

Re: Insurance of Chungking  
Hospital Building

Dear Mr. Small:

I am acknowledging your letter of April 7th requesting additional insurance on the Chungking Hospital Building. We have taken this up with the American Foreign Insurance Association and I am enclosing herewith an endorsement to cover the US\$50,000 policy.

I am raising the question as to the advisability of entering this upon the books of the Trustees as it is a capital receipt and expenditure. The sum of \$50,000 would seem to be an appropriate amount in view of the fact that it was given to the University.

I would welcome your judgment upon this suggestion.

Very sincerely yours,

*x Hospital Property*

C. A. EVANS

CAE/B  
ENC.

Via China Clipper  
c.c. via next mail

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June 2, 1945

Mr. William Small  
West China Union University  
Chengtu, China

Dear Mr. Small:

We have received U.S.\$100.00 from one of the Hoobler family by way of Mrs. B. Raymond Hoobler, 805 Three Mile Drive, Grosse Point, Michigan. This is to be forwarded to Dr. Paul C. Chang of the West China Union University staff.

Will you not kindly make the equivalent of this \$100.00 available to Dr. Chang.

Very truly yours,

CAE:EW

C. A. EVANS

Via: China Clipper  
cc : Next Clipper  
cc : Accounting office

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0704

June 4, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: Remittances to China

Dear Mr. Small:

We deposited with the United Clearing Board this morning \$1,200 from the American Women's Hospitals and I am suggesting that we hereafter use the capital initials "AWH" to designate these remittances.

I cabled informing you of this deposit and also stated that we have in hand \$4,800 covering the next four months. It is given to us with the understanding that we are to send it out at the most convenient time, but that it definitely does cover the four-months appropriation. I requested in the cable that you advise us about remitting these funds. We are told that the Clearing Board in New York sends out several remittances during the month so that it is possible to have this forwarded within the period of a week.

Very sincerely yours,

C. A. EVANS

CAE/B  
CC: Accounting Office

Via China Clipper  
c.c. via next mail

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0705



June 7, 1945

Mr. William W. Small  
West China Union University  
Chengtu, Szechwan, CHINA

Re: May 31st Closing Papers

Dear Mr. Small:

We have now come down to the next to the last month of the fiscal year and the Trial Balance sheets are enclosed herewith. You will also find the Budget Analysis, Cash Statement and copies of one invoice, together with carbons of Journal Vouchers #559, #560 and #562 enclosed. We are also enclosing a memorandum of Sustaining Funds up to December 31st.

Before getting into the confusion of advanced rates of exchange we have made distribution on the College accounts carried in our office as related to the Relief Funds received through United China Relief. Under the new adjustment, of which schedules have been sent to Dr. Fern a smaller amount of U. S. dollar cash was required and as a result you will see from the enclosed memorandum that up to December 31st you had been over paid \$155.14.

Turning to the Budget Analysis, it is apparent that we must make adjustments with special funds and the field budget in Account #31.1. We cannot do this finally until we close our books on June 30th and this year it will be June 30th and not before because of the United Board for Christian Colleges in China coming into existence on July 1st. You can see for yourself that we face a rather serious situation in that endowment income is far below the anticipated amount. The United Church of Canada also pays in Canadian currency and there has been a falling off of income from the Coles Estate. It would appear as though we will face a deficit of over \$3,000.

I believe all of the other items in these papers are readily understandable.

Very sincerely yours,

C. A. EVANS

CAE/B  
KACS.

Via China Clipper  
c.c. via next mail

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May 31, 1945

West China Union University  
Sustaining Funds through U. C. R.

Distribution July to December inc.

	<u>\$ U. S.</u>	<u>Yuan</u>	<u>Rate</u>
July	15,995.18	1,799,457.75	112.00
August	14,332.00	1,725,572.80	120.04
September	14,332.00	1,837,362.40	128.02
October	10,417.00	1,250,000.00	120
November	10,417.00	1,250,000.00	120
December	8,333.00	1,250,000.00	150
	<u>73,826.18</u>	<u>9,112,392.95</u>	
<u>Faculty Aid</u>			
October	1,042.00	125,000.00	120
November	1,042.00	125,000.00	120
December	2,747.00	411,992.00	150
	<u>78,657.18</u>	<u>9,774,384.95</u>	
Amount previously reported July to Nov. inc.	<u>78,812.32</u>		
To be adjusted on the next distribution	<u>155.14</u>		

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WEST CHINA UNION UNIVERSITY

OFFICE OF THE BURSAR

June 9th, 1945.

Mr. C.A. Evans,  
150 Fifth Avenue,  
New York 11, N.Y.,  
U.S.A.

ack  
8/9/45  
Re: Items as underlined

Dear Mr. Evans,

Two telegrams arrived from New York during the past week and after dealing with the matters in question I sent you the following reply this morning:

Biochemistry appropriation already used provided Kilborn agrees extraordinary need five hundred special granted stop thanks American Hospitals increased grant continue monthly transfers stop debit special hospital account dollars 31241 cents fifty credit university current account.

Biochemistry department -- Prof. Tánho Lan:

Your first telegram stating that a request for US\$6000 had been made by Prof. Lan came as quite a shock! In these days no department has a US dollar appropriation of anything approaching such a sum. In fact two years ago when the financial situation demanded every possible economy the Finance Committee agreed that the former annual appropriations in US dollars to the various departments would be temporarily suspended. In addition we are wondering what the request from Prof. Lan means at this time. Does it suggest that he is contemplating returning to China in the near future and wishes to bring certain supplies with him? If so this throws another light into the picture. However, after consultation with Mr. Robertson, it seemed wise to suggest consultation with Dr. Kilborn before making any payments. It might be possible at a future date to make a further appropriation for special equipment on the return of Prof. Lan. However, we wish to avoid any possibility of bringing out highly specialized equipment at this time, which might not be of as much value to the department as a whole as certain other more commonly used items which are badly needed, after so many years when it has been impossible to replace equipment from abroad.

American Women's Hospitals grant:

It was interesting to learn that the American Women's Hospitals Association had deposited with you an amount covering the next four months. It seemed best under present circumstances, where the exchange rate is increasing considerably each month, that the former policy of making monthly transfers be continued. The transfer of US\$1200 during May brought us CN\$615 096 00, so you can see the real benefit we are receiving each month. Dr. Li, the superintendent of the University Hospital, has promised that he will have a report and pictures to include with the financial statement which will be sent very soon. I trust that there will be no further delay.

0708

June 9th, 1945.

W.W. Small furlough:

Recently a telegram was received from the United Church of Canada office in Toronto indicating that you had requested that my furlough be postponed until next year. In explanation I should say that I have made no plans regarding leaving. However, at the time of the Mission Annual Meeting it seemed wise to secure approval of that group in case an opportunity should present itself around the end of September or beginning of October. True the conditions of travel are not ideal at the present time, but for one person this is not too great an obstacle. The situation here is as follows: at the present time my senior Chinese colleague, an exceptionally fine gentleman, is a former member of the University of Nanking accounting staff. Having been away from home all these years he naturally wishes to return as soon as possible. It looks as though the situation will have cleared enough by next year (1946-47) that the way to Nanking may be open. This being the case Miss Priest would also be leaving our campus. While she has no direct connection with West China now, there is no doubt that her guiding influence would be most helpful say I could take my furlough this year. I am rather afraid that when my time is due, in the fall of 1946, that this condition will exist and it will be quite impossible for me to get away. Thus it is not a case of postponing my furlough for a year, but two or perhaps three, and this is something I would like very much to avoid. However, as I have said above, I have really no plan about leaving and at the present time there seems little chance that I can get away in the fall- though I still believe that in the interest of the future years it would be much the best thing to do. This matter has been discussed with Mr. Robertson, Miss Priest, Dr. Fenn and others so please be assured that we are trying to make the best arrangement for the work as a whole. Of course, the return of such members of the staff as Dr. Kilborn, Dr. Lindsay and Miss Robertson would open a new outlook and the prospects for leaving this fall would be much better.

Transfer from University Hospital Special Account:

You mentioned in one of your letters that the current account (31.1) had already been overdrawn. This was due in part to expenditures on the part of the Hospital in Chinese National Dollars, but for which I had not indicated what transfers of US dollars would be required. The latter part of the telegram mentioned above deals with this matter. I thought it best to let you know by telegram so that you would be able to make the adjustment before closing the books on June 30. As in the past please make the transfer from the Hospital Special Account to the University current (1944-45) account- in this case US\$31,241.50. This brings the account up to date for the period ending May 31.

Mail from the States has been rather slow of late, so it is to be hoped that this will reach you more quickly.

Very sincerely yours,

*William W. Small.*

William W. Small.

WWS\*

0709

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# RCA

DIRECT



## RADIOGRAM R.C.A. COMMUNICATIONS, INC.

A RADIO CORPORATION OF AMERICA SERVICE

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BR6GD FB 63 CHENGTU 44/43 10 1015

DLT CARL EVANS 150 FIFTH AVENUE NEWYORK

BIOCHEMISTRY APPROPRIATION ALREADY USED PROVIDED KILBORN AGREES

EXTRAORDINARY NEED FIVE HUNDRED SPECIAL GRANTED STOP THANKS

AMERICAN HOSPITALS INCREASED GRANT CONTINUE MONTHLY TRANSFERS

STOP DEBIT SPECIAL HOSPITAL ACCOUNT DOLLARS 31241 CENTS FIFTY

CREDIT UNIVERSITY CURRENT ACCOUNT

WILLIAM SMALL

(CONFIRM 150 31241)

*ack  
7/20/45  
11 37*

*Relayed to  
Dr. ... office  
KLB*

*Paid 6/15/45  
to 4377 - 31.241.  
credited 136.4*

**TELEPHONE HAnover 2-1811** To secure prompt action on inquiries, this original RADIOGRAM should be presented at the office of R. C. A. COMMUNICATIONS, Inc. In telephone inquiries quote the number preceding the place of origin

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0710

WEST CHINA UNION UNIVERSITY

OFFICE OF THE BURSAR

June 18th, 1945.

*ack*  
7/18/45

Mr. C. A. Evans,  
150 Fifth Avenue,  
New York 11, N. Y.,  
U. S. A.

Dear Mr. Evans,

Please find enclosed herewith a Bank of China draft, No. A0032777, in favor of C. A. Evans for Five Hundred Thirty Five Dollars and Ninety Three Cents United States Currency (US\$535.93).

Would you kindly have this amount transferred to the joint account in the name of Mr. Hsiao-li Chang and C. A. Evans in the Broadway Savings Bank, New York. This account, you will remember, was formally opened with the completion of the forms which were enclosed in my letter to you of February 21st, 1945.

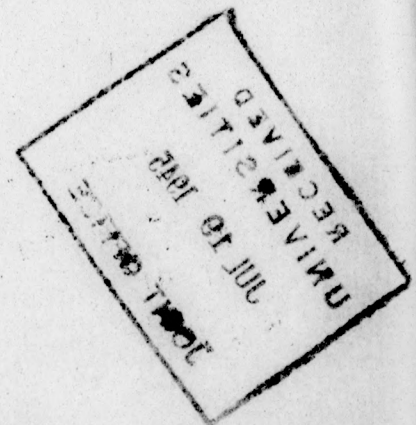
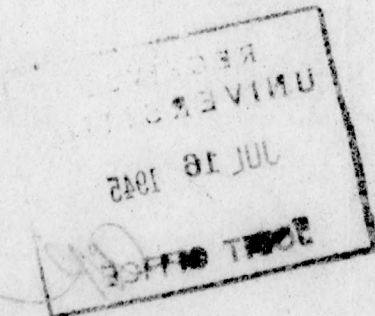
Thanking you for your assistance in this matter,

Sincerely yours,

*William W. Small*

William W. Small.

Cc: Mr. H. L. Chang.  
Encl: 1 draft.



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